



City and Borough of Wrangell
Borough Assembly Meeting with Public Hearing
AGENDA

Tuesday, January 14, 2020
6:00 PM

Location: Borough Assembly Chambers
City Hall

WORK SESSION - None

1. CALL TO ORDER

- a. PLEDGE OF ALLEGIANCE led by Assembly Member Drew Larrabee
- b. CEREMONIAL MATTERS

i. PROCLAMATION - 2019 Wrangell Wolves Wrestling Team

2. ROLL CALL

3. PERSONS TO BE HEARD

4. AMENDMENTS TO THE AGENDA

5. CONFLICT OF INTEREST

6. CONSENT AGENDA

- a.** Consent Agenda - MOTION ONLY
- b.** Assembly Minutes from Regular December 10, 2019
- c.** Renewal of Liquor License - Wrangell IGA Inc. - Package Store
- d.** Renewal of Liquor License - Muskeg Meadows Golf Course
- e.** Renewal of Gaming Permit Application - WFD
- f.** CORRESPONDENCE - School Board Minutes from Regular Oct. 8 & Special Nov. 14 - 2019
- g.** CORRESPONDENCE - Port Commission Minutes from Regular held October 9, 2019

7. BOROUGH MANAGER'S REPORT

- a.** Forest Service Report / Update
- b.** Capital Facilities Department Report
- c.** 2019 4th Quarter Dude Solutions Fleet Maintenance Report
- d.** Economic Development Department Report
- e.** Travel Report - November & December (2019)
- f.** Memos from Finance regarding OSHA and Random Drug Testing

8. BOROUGH CLERK'S FILE

- a.** Clerk's File

9. MAYOR AND ASSEMBLY BUSINESS

10. MAYOR AND ASSEMBLY APPOINTMENTS - None.

11. PUBLIC HEARING

- a.** **ORDINANCE NO. 965** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER 15.12, ELECTRICITY, BY ADDING SECTION 15.12.193 RATE STABILIZATION (*third reading*)
- b.** **ORDINANCE No 971** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 5.02.070 OF THE WRANGELL MUNICIPAL CODE TITLED INVESTMENTS PLACED (*second reading*)
- c.** **ORDINANCE No 972** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE EXECUTION OF A COMMON INVESTMENT AGREEMENT AMONG POLITICAL SUBDIVISIONS OF THE STATE OF ALASKA AND TO AUTHORIZE BECOMING A MEMBER OF THE ALASKA MUNICIPAL LEAGUE INVESTMENT POOL, INC. (*second reading*)

12. UNFINISHED BUSINESS

- a.** Approval to Purchase Used Dump Truck from Unknown Vendor in an Amount Not to Exceed \$80,000

13. NEW BUSINESS

- a.** Approval of Contract with WESCO Distribution, Inc. in the Amount of \$38,333 for the 3MW Transformer Procurement Project
- b.** Approval of Freight Expenditure with Performance Transport in the amount of \$36,800 for the Truck Transport of the Barstow Containerized Generator
- c.** **RESOLUTION No 01-20-1506** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA COMMITTING SUPPORT TO STRENGTHEN WRANGELL'S SOCIAL FABRIC THROUGH COMMUNITY PARTNERSHIPS
- d.** **RESOLUTION No 01-20-1507** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE PARKS AND RECREATION FUND BY ACCEPTING A GRANT AWARD FROM THE WRANGELL COOPERATIVE ASSOCIATION
- e.** **RESOLUTION No 01-20-1508** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, URGING THE STATE OF ALASKA TO ENSURE THAT THE BRITISH COLUMBIA (B.C.) GOVERNMENT IMPLEMENTS AN OPEN AND TRANSPARENT PROCESS TO CLEAN UP AND CLOSE THE TULSEQUAH CHIEF MINE
- f.** Approval of Official City & Borough of Wrangell Comments regarding the Proposed Rule to Designate Critical Habitat of Mexico, Central America, and Western North Pacific Distinct Population Segments of Humpback Whales under the Endangered Species Act
- g.** Approval of the Priority Capital Projects for Submission to the State of Alaska Designated Legislative Grants Program (CAPSIS) for FY 2021
- h.** **ORDINANCE No 973** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 14.03.040, REGULAR MEETINGS, OF THE WRANGELL MUNICIPAL CODE

- [i](#) Approval of Use of Maintenance Funding by Wrangell Public School District for Brick Work Repairs in the amount of \$9,500

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

15. EXECUTIVE SESSION

16. ADJOURNMENT



Wrangell Wolves Wrestling Team PROCLAMATION

WHEREAS, the members of the Wrangell Wolves Wrestling team are Jacen Hay, Devlyn Campbell, Elias Decker, CeAirra Glaser, Logan Ritchie, Jonah Comstock, Liana Carney, Ryan Rooney, Ethan Blatchley, Jamie Early, Randy Churchill III, Steven Bales, Hunter Wiederspohn, James Shilts, Rowen Wiederspohn, Jake Eastaugh, Leroy Wynne; and

WHEREAS, Jef Rooney is the Head Coach and Jack Carney is the Assistant Coach; and

WHEREAS, the Wrangell Wolves won the 2A Region Title- the 6th time in Wrangell High School history; and

WHEREAS, the Wrangell Wolves were awarded the Region Tournament's Team Sportsmanship Award; and

WHEREAS, at the Regional Tournament, Liana Carney, Ryan Rooney, Jamie Early, and Hunter Wiederspohn won individual Region Titles; and

WHEREAS, Hunter Wiederspohn and Rowen Wiederspohn received Sportsmanship Awards; and

WHEREAS, Liana Carney received the Outstanding Female Wrestler Award; and

WHEREAS, 11 Wolves qualified for the State Tournament; and

WHEREAS, 6 wrestlers were awarded placement medals at the State Tournament; and

WHEREAS, Liana Carney won an individual State Title- the first female in Wrangell High School history to do so.

NOW THEREFORE, I, Stephen Prysunka, Mayor of the City & Borough of Wrangell, Alaska, on behalf of the citizens of the City & Borough of Wrangell congratulate these fine athletes for their achievement and sportsmanship and commend them on their representation of the Community of Wrangell.

Signed and sealed on behalf of the City & Borough of Wrangell this 14th day of January 2020.

Stephen Prysunka, Borough Mayor

Attest: _____
Kim Lane, MMC, Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA

Consent Agenda MOTION

Move to approve the Consent Agenda as submitted.

SUBMITTED BY:

Kim Lane, Borough Clerk

INFORMATION:

Consent agenda. Items listed on the consent agenda or marked with an asterisk () are considered routine and will be passed in one motion; provided, upon the request of any member, the manager, or the clerk, an item on the consent agenda shall be removed from the consent agenda and placed under New Business for assembly action.*

Minutes of Regular Assembly Meeting
Held on December 10, 2019

Mayor Stephen Prysunka called the Regular Assembly meeting to order at 6:00 p.m., December 10, 2019, in the Borough Assembly Chambers. The pledge was led by Assembly Member Patty Gilbert and the roll was called.

PRESENT: DELONG, POWELL, PRYSUNKA, MORRISON, GILBERT, DECKER (by phone)

ABSENT: LARRABEE

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

CEREMONIAL MATTERS

Representative Dan Ortiz provided the Assembly and the General Public, a Legislative Update for our region. .

PERSONS TO BE HEARD

Hank Voltz, Wrangell High School Student made a proposal to the Assembly to pave the Shoemaker Parking Lot. Mayor Prysunka presented Mr. Voltz with a Letter of Recognition.

Maria Byford, Wrangell resident spoke against Resolution No. 12-19-1503 (alternative 6); explaining environmental and tourism importance.

David Rak, Wrangell resident spoke against supporting Alternative 6; also talking about tourism; gave background on the Roadless Rule and how it was established.

CORRESPONDENCE LETTERS RECEIVED FOR Item 13a:

- Brenda Schwartz-Yeager, Wrangell Resident: not in favor of approving Resolution No. 12-19-1503, supporting Roadless Rule Alternative Six (6)
- Bonnie & Haig Demerjian, Wrangell Resident: in support of taking no action on the Roadless Rule Exemption
- Captain Dan Blanchard, UnCruise Adventures, Cruise ship Captain: asked that the Assembly votes to keep the Roadless Rule intact

AMENDMENTS TO THE AGENDA

CONFLICT OF INTEREST

CONSENT AGENDA

- a. Assembly Minutes - Regular from November 12, 2019

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

BOROUGH MANAGER'S REPORT

Von Barga provided updates on the following:

- Evergreen Elementary School received a National ESEA Distinguished Schools Award from the Department of Education and Early Development

- Hearing in Petersburg on the Critical Habitat for Humpback Whales (January 6th)
- Nolan Center received “thanks” from the Wrangell Senior Center – Movie Night for seniors.
- Met today with Representative Ortiz
- Met today with regional OCS worker from Petersburg
- Met today with the IBEW Regional Manager
- IT – new server installed at City Hall
- IT contractor coming in on Thursday to meet with Manager
- Received notification from a resident on the crosswalks in front of the Middle School and the Parks & Recreation Department – will make this happen
- Electric Consumption Issue: Still looking into what is going on; some meters have been tested; 36 meters have been re-read; analysis of weather patterns; Electric Department is working with home owners to help them with cutting down on consumption.
- Equipment that have been purchased with grants (handed out to the Assembly)
- New Police Chief hired

BOROUGH CLERK’S FILE

Clerk Lane's report was provided.

MAYOR AND ASSEMBLY BUSINESS

Morrison reported on her attendance at the Alaska Municipal League.

DeLong also reported on her attendance at the Alaska Municipal League; encouraged the public to shop local during the holiday.

Gilbert reported on the Inner Island Ferry Association (IFA).

Prysunka reported on his trip to Washington DC to speak on behalf of Alaska and our Community of PILT and SRS; delegation was very positive and responsive to our issues.

Prysunka also reported on the fact that some students are at risk; need to have a large discussion on the issues we are having in our community on drugs and the need for food; community has stepped up to help on this issue to see what each organization can do for kids; trying to set up a “safe place” where kids can go if they need to; larger discussion is coming.

SEAPA’s upcoming proposed budget is based on a .5 cent rate increase; have committed to removing community rebates; will be attending the SEAPA meeting this week and will be fighting for the community; Ketchikan is also not in favor of the rate increase; will be watching this item closely.

MAYOR AND ASSEMBLY APPOINTMENTS

- a. Appointment to the Planning & Zoning Commission

Hearing no objections, Mayor Prysunka appointed *Jillian Privett* to the Planning & Zoning Commission.

PUBLIC HEARING

11a ORDINANCE No 970 REPEALING AND REENACTING CHAPTER 5.20 OF THE WRANGELL MUNICIPAL CODERELATED TO THE PERMANENT FUND INVESTMENT POLICY, OBJECTIVES AND GUIDELINES

Clarification on this item was provided by Von Bargaen.

Mayor Prysunka declared the Public Hearing open for Ordinance No. 970.

Prysunka declared the Public Hearing closed on this item and entertained a motion.

M/S: Morrison/DeLong to approve Ordinance No. 970.

Gilbert stated that she would like the Investment Committee ratified by Resolution since its named numerous times throughout the proposed Ordinance.

Joe Levesque, Borough Attorney stated that he could work with the Clerk and Manager on an Ordinance that would define the Investment Committee.

The assembly had no objections.

Motion approved unanimously by polled vote.

UNFINISHED BUSINESS

12a RESOLUTION No 12-19-1506 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AUTHORIZING THE REFUND OF OVER PAYMENT OF PROPERTY TAXES AND EXPENSES TO ARNOLD AND ALICE BAKKE DUE TO A MANIFEST ERROR IN THE AMOUNT OF \$4,382.46 (*postponed from the September 24, 2019 meeting*)

M/S: Gilbert/Morrison to approve Resolution No. 12-19-1506, authorizing the refund of over payment of property taxes to Arnold and Alice Bakke in the amount of \$4,382.46.

Von Barga provided background on this item; overpayment has been made since the construction of the structure in 1994; recommending the repayment of six years (which is the State Statute of Limitations), plus the accrued interest, and repayment of what the Bakke's paid an accountant.

Helen Keller, daughter of Arnold and Alice Bakke, reported to the Assembly, the reason why she believed that the full amount (not just the six year State Statute of Limitations).

Arnold Bakke, son of Arnold and Alice Bakke, spoke against paying just the six year statute amount; stated that he believed that the Borough Assessor didn't do his job right and his parents should be reimbursed all of the overpayment made from 1994.

Joe Levesque, Borough Attorney explained the State Statute of Limitations and the purpose for the Board of Equalization.

Arnold Bakke, homeowner spoke to the Assembly; explained that there was never an apartment in the lower half of their house; told stories of how he purchased home as well as his other interactions with the City.

In response to Gilbert on if the Appraising company is bonded, Joe Levesque stated that he was not sure if Alaska Appraisal Company was bonded; Gilbert stated that it would be a benefit to check and see if the Appraisal company could be liable.

M/S: Gilbert/Morrison to postpone this item. Motion approved unanimously by polled vote.

Prysunka stated that this postponement was made with the understanding that the Borough Attorney and Borough Manager would contact the Borough Assessor and try to come to an acceptable resolution for the Bakke's.

Recessed at 7:50 p.m.
Reconvened at 8:06 p.m.

NEW BUSINESS

13a RESOLUTION No 12-19-1503 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, SUPPORTING ROADLESS RULE ALTERNATIVE SIX (6)

M/S: Gilbert/Morrison to approve Resolution No. 12-19-1503.

DeLong stated that she thought that this was a terrible idea; doesn't speak to the public meetings that we have had in the community; here to represent the community.

Von Bargen explained the reasoning behind Staff's recommendation.

Powell stated that he was at the community meeting; doesn't believe that what the Assembly does today will sway what the Federal Government will do; alternative six regulates logging.

Morrison agreed with Powell; more concerned with stream enhancement, etc.; not really concerned with logging.

Gilbert stated that she had gone through all of the alternatives; maps are not clear; alternative six has the same safeguards that alternative one has.

Prysunka stated that if we opt out and we don't make a commitment, it doesn't look good for our community; we should at least take a position; as we move forward, we don't know what the unknown opportunities are.

DeLong read off a list of organizations that have not taken a position.

Decker stated that the Economic Development Committee that she is a member of had a very long discussion on this item and came to the conclusion to go with Alternative six. Decker stated that she didn't believe that by removing the Roadless Rule would bring forward, a timber industry; we need flexibility in our land; Roadless Rule makes flexibility very difficult; the Roadless Rule puts the land in a conservation status; supports alternative six.

Motion approved with Gilbert, Morrison, Decker, Powell, and Prysunka voting yes; DeLong voted no.

13b RESOLUTION No 12-19-1504 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADOPTING AN ALTERNATIVE ALLOCATION METHOD FOR THE FY 2020 SHARED FISHERIES BUSINESS TAX PROGRAM AND CERTIFYING THAT THIS ALLOCATION METHOD FAIRLY REPRESENTS THE DISTRIBUTION OF SIGNIFICANT EFFECTS OF FISHERIES BUSINESS ACTIVITY IN FISHERIES MANAGEMENT IN FMA 18: CENTRAL SOUTHEAST

M/S: Morrison/Gilbert to approve Resolution No. 12-19-1504. Motion approved unanimously by polled vote.

13c RESOLUTION No 12-19-1505 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, SETTING THE STRATEGIC ASSET ALLOCATION OF THE PERMANENT FUND AT 55% EQUITY AND 45% FIXED INCOME

M/S: Morrison/DeLong to approve Resolution No. 12-19-1505. Motion approved unanimously by polled vote.

13d ORDINANCE No 971 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 5.02.070 OF THE WRANGELL MUNICIPAL CODE TITLED INVESTMENTS PLACED

M/S: Powell/Morrison to approve first reading of Ordinance No 971 and move to a second reading with a Public Hearing on January 14, 2019.

M/S: Gilbert/Powell to amend the motion to reflect the elimination of the \$300,000 and to insert the clause: "at the direction of the Investment Committee". Amendment approved unanimously by polled vote.

Motion, as amended, was approved unanimously by polled vote.

13e ORDINANCE No 972 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE EXECUTION OF A COMMON INVESTMENT AGREEMENT AMONG POLITICAL SUBDIVISIONS OF THE STATE OF ALASKA AND TO AUTHORIZE BECOMING A MEMBER OF THE ALASKA MUNICIPAL LEAGUE INVESTMENT POOL, INC.

M/S: DeLong/Gilbert to approve first reading of Ordinance NO. 972 and move to a second reading with a Public Hearing on January 14, 2019. Motion approved unanimously by polled vote.

13f Establishment of Wrangell 2020 Census Complete Count Committee

M/S: Gilbert/DeLong to approve the establishment of a Wrangell 2020 Census Complete Count Committee.

Gilbert suggested that the Hospital be on the committee as well. There were no objections from the assembly.

Motion approved unanimously by polled vote.

ATTORNEY'S FILE

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

EXECUTIVE SESSION

15 Executive Session – Borough Manager's Annual Evaluation & Contract Discussion

M/S: DeLong/Morrison moved, pursuant to 44.62.320 (c) (2), that we recess into executive session to discuss matters that may tend to prejudice the reputation and character of any person, specifically to discuss the Borough Manager's Evaluation. Motion approved unanimously by polled vote.

Borough Assembly meeting convened into Executive Session at 8:44 p.m.

Borough Assembly reconvened back into Regular Session at 9:57 p.m.

Powell stated that there was no action taken in Executive Session.

M/S: Powell/Morrison to approve the Borough Manager’s contract, pending legal review.

Prysunka stated that he and Assembly Member Morrison will meet with Von Bargaen to discuss the specifics of her review.

Motion approved unanimously by polled vote.

Regular Assembly meeting adjourned at 10:01 p.m.

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Com Item c.

**Community,
and Economic Development**
ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

December 27, 2019

Wrangell, City and Borough
Via Email: clerk@wrangell.com

Re: Notice of 2020/2021 Liquor License Renewal Application

License #	DBA	License Type
108	Wrangell Liquor Store	Package Store

We have received completed renewal applications for the above listed licenses (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable.

To protest the application referenced above, please submit your written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

Glen Klinkhart, Director
amco.localgovernmentonly@alaska.gov



Alaska Alcoholic Beverage Control Board

Package Store License

Form AB-17b: 2020/2021 Renewal License Application

Alcohol and Marijuana Control Office

550 W 7th Avenue,

Anchorage

Item c.

alcohol.licensing@alaska.gov

https://www.commerce.alaska.gov/web/amco

Phone: 907.269.0350

What is this form?

This renewal license application form is required for all individuals or entities seeking to apply for renewal of an existing package store liquor license that is due to renew by December 31, 2019. All fields of this form must be complete and correct, or the application will be returned to you in the manner in which it was received, per AS 04.11.270 and 3 AAC 304.105. The Community Council field only should be verified/completed by licensees whose establishments are located within the Municipality of Anchorage or outside of city limits within the Matanuska-Susitna Borough.

This form must be completed and submitted to AMCO's main office before any license renewal application will be reviewed. Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees that an application will be considered complete, or that a license will be renewed.

Section 1 - Establishment and Contact Information

Enter information for the business seeking to have its license renewed. If any populated information is incorrect, please contact AMCO.

Table with 4 columns: Field Name, Value, License #, Value. Fields include Licensee (Wrangell IGA Inc.), License Type (Package Store), Doing Business As (Wrangell Liquor Store), Premises Address (223 Brueger Street), Local Governing Body (City & Borough of Wrangell), and Community Council (None).

Table with 4 columns: Field Name, Value, State, ZIP. Fields include Mailing Address (P.O. BOX 828), City (WRANGELL), State (AK), and ZIP (99807).

Enter information for the individual who will be designated as the primary point of contact regarding this application. This individual must be a licensee who is required to be listed in and authorized to sign this application.

Table with 4 columns: Field Name, Value, Contact Phone, Value. Fields include Contact Licensee (Michael D. Ward), Contact Phone (907-314-0399), and Contact Email (mdward58@icloud.com).

Optional: If you wish for AMCO staff to communicate with an individual who is not a licensee named on this form (eg: legal counsel) about this application and other matters pertaining to the license, please provide that person's contact information in the fields below.

Table with 4 columns: Field Name, Value, Contact Phone, Value. Fields include Name of Contact (CAROLINE BANGS), Contact Phone (907-874-2341), and Contact Email (wrangelliga@outlook.com).

Item c.

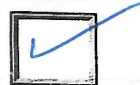
Section 2 – Entity or Community Ownership Information

Licensees who directly hold a license as an individual or individuals should skip to Section 3. General partnerships and local corporations should skip to the second half of this page. All licensees that are **corporations** or **LLCs** must complete this section. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations, Business & Professional Licensing (CBPL). The CBPL Entity # below is **neither** your EIN/tax ID number, **nor** your business license number. You may view your entity's or find your CBPL entity number by using the following site: <https://www.commerce.alaska.gov/cbp/main/search/entities>

Alaska CBPL Entity #: 10086148

You must ensure that you are able to certify the following statement before signing your initials in the box to the right: Initials

I certify that this entity is in good standing with CBPL and that all current entity officials and stakeholders (listed below) are currently and accurately listed with CBPL.



This subsection must be completed by any **community** or **entity**, including a corporation, limited liability company, partnership, or other partnership, that is applying for renewal. If more space is needed, please attach additional completed copies of this page. If the applicant is a **corporation**, the following information must be completed for each **shareholder who owns 10% or more** of the stock in the corporation, and for each **president, vice-president, secretary, and managing officer**. If the applicant is a **limited liability organization**, the following information must be completed for each **member with an ownership interest of 10% or more**, and for each **manager**. If the applicant is a **partnership**, including a limited partnership, the following information must be completed for each **partner with an interest of 10% or more**, and for each **general partner**.

Important Note: The information provided in the below fields (including spelling of names, specific titles, and percentages held) must be accurate and consistent with the information listed with CBPL. If one individual holds multiple titles mentioned in the bullets above, all titles must be listed for that individual on this application and with CBPL. Failure to list all required titles constitutes an incomplete application. You must list all qualifying officials, additional copies of this page or a separate sheet of paper may be submitted if necessary.

Name of Official:	Michael D. Ward			
Title(s):	President	Phone:	907-314-0399	% Owned: 90
Residential Address:	PO Box 1309			
City:	Haines	State:	AK	ZIP: 99827

Name of Official:	Travis Allen Bangs			
Title(s):	Vice-President	Phone:	907-305-0421	% Owned: 5
Residential Address:	PO BOX 403			
City:	Wrangell	State:	AK	ZIP: 99929

Name of Official:	Caroline Almarene Bangs			
Title(s):	Secretary/Treasurer	Phone:	907-314-0408	% Owned: 5
Residential Address:	PO Box 403			
City:	Wrangell	State:	AK	ZIP: 99929



Section 3 – Sole Proprietor Ownership Information

Entities, such as corporations or LLCs, should skip this section. This section must be completed by any licensee who directly holds the license as an individual or multiple individuals and is applying for license renewal. If more space is needed, please attach a separate sheet that includes all of the required information.

The following information must be completed for each licensee and each affiliate.

This individual is an: applicant affiliate

Name:				Contact Phone:		
Mailing Address:						
City:		State:		ZIP:		
Email:						

This individual is an: applicant affiliate

Name:				Contact Phone:		
Mailing Address:						
City:		State:		ZIP:		
Email:						

Section 4 – Alcohol Server Education

Read the line below, and then sign your initials in the box to the right of the statement:

Initials

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of a patron have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, as set forth in AS 04.21.025 and 3 AAC 304.465.

mdc

Section 5 – License Operation

Check a **single box** for each calendar year that best describes how this liquor license was operated:

2018 2019

The license was regularly operated continuously throughout each year.

The license was regularly operated during a specific season each year.

The license was only operated to meet the minimum requirement of 240 total hours each calendar year.

If this box is checked, a complete copy of Form AB-30: Proof of Minimum Operation Checklist, and all necessary documentation must be provided with this application.

The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both of the calendar years.

If this box is checked, a complete copy of Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated for at least the minimum requirement, unless a complete copy of the form (including fees) has already been submitted for that year.



Section 6 - Written Orders

Written orders in calendar years 2020 and 2021: Yes No

Do you intend to sell alcoholic beverages and ship them to another location in response to written solicitation in calendar years 2020 and/or 2021? [] [x]

Section 7 - Violations and Convictions

Applicant violations and convictions in calendar years 2018 and 2019: Yes No

Have any notices of violation (NOVs) been issued for this license in the calendar years 2018 or 2019? [] [x]

Has any person or entity named in this application been convicted of a violation of Title 04, of 3 AAC 304, or a local ordinance adopted under AS 04.21.010 in the calendar years 2018 or 2019? [] [x]

If "Yes" to either of the previous two questions, attach a separate page to this application listing all NOVs and/or convictions.

Section 8 - Certifications

Read each line below, and then sign your initials in the box to the right of each statement: Initials

I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application, and that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business. [initials]

I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name or the ownership (including officers, managers, general partners, or stakeholders) from what is currently approved and on file with the Alcoholic Beverage Control (ABC) Board. [initials]

I certify on behalf of myself or of the organized entity that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued. [initials]

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, is true, correct, and complete. I agree to provide all information required by the Alcoholic Beverage Control Board or AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned to me as incomplete.

Signature of licensee: [Signature] Signature of Notary Public: [Signature]

Printed name of licensee: Michael P. Ward Notary Public: Haley Reeves, State of Alaska, My Commission Expires: 8-19-23

Subscribed and sworn to before me this 12th day of December, 2019.

Seasonal License? Yes [] No [x] If "Yes", write your six-month operating period: _____

Table with 6 columns: License Fee (\$1500.00), Application Fee (\$300.00), TOTAL (\$1800.00), Miscellaneous Fees, GRAND TOTAL (if different than TOTAL)



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Com Item d.
**Community,
and Economic Development**
ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

January 3, 2020

Wrangell, City and Borough
Via Email: clerk@wrangell.com

Re: Notice of 2020/2021 Liquor License Renewal Application

License #	DBA	License Type
108	Wrangell Liquor Store	Package Store
3926	Muskeg Meadows Golf Course	Golf Course – Seasonal

We have received completed renewal applications for the above listed licenses (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable.

To protest the application referenced above, please submit your written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

Glen Klinkhart, Director
amco.localgovernmentonly@alaska.gov



Alcohol and Marijuana
 550 W 7th Avenue Item d.
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-17: 2020/2021 Renewal License Application

What is this form?

This renewal license application form is required for all individuals or entities seeking to apply for renewal of an existing liquor license that are is due to renew by December 31, 2019. All fields of this form must be complete and correct, or the application will be returned to you in the manner in which it was received, per AS 04.11.270 and 3 AAC 304.105. The Community Council field only should be verified/completed by licensees whose establishments are located within the Municipality of Anchorage or outside of city limits within the Matanuska-Susitna Borough.

This form must be completed and submitted to AMCO's main office before any license renewal application will be reviewed. Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees that an application will be considered complete, or that a license will be renewed.

Section 1 – Establishment and Contact Information

Enter information for the business seeking to have its license renewed. If any populated information is incorrect, please contact AMCO.

Licensee:	Wrangell Golf Club, Inc.	License #:	3926	
License Type:	Golf Course – Seasonal			
Doing Business As:	Muskeg Meadows Golf Course			
Premises Address:	Mile .5 Wrangell East Hwy			
Local Governing Body:	City & Borough of Wrangell			
Community Council:	None			
Mailing Address:	Po Box 2199			
City:	Wrangell	State:	AK	ZIP: 99929

Enter information for the individual who will be designated as the primary point of contact regarding this application. This individual **must be a licensee** who is required to be listed in and authorized to sign this application.

Contact Licensee:	Kristina Woodbury	Contact Phone:	907-305-1159	
Contact Email:	kristynore@gmail.com			

Optional: If you wish for AMCO staff to communicate with an individual who is not a licensee named on this form (eg: legal counsel) about this application and other matters pertaining to the license, please provide that person's contact information in the fields below.

Name of Contact:	Collin Dando	Contact Phone:	907-874-2331	
Contact Email:	info@cfjamecpa.com			



Form AB-17: 2020/2021 Renewal License Application

Section 2 – Entity or Community Ownership Information

Licensees who directly hold a license as an individual or individuals should skip to Section 3. General partnerships and local governments should skip to the second half of this page. All licensees that are **corporations** or **LLCs** must complete this section. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations, Business & Professional Licensing (CBPL). The CBPL Entity # below is **neither** your EIN/tax ID number, **nor** your business license number. **You may view your entity's status or find your CBPL entity number by using the following site: <https://www.commerce.alaska.gov/cbp/main/search/entities>**

Alaska CBPL Entity #:	50960D
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You must ensure that you are able to certify the following statement before signing your initials in the box to the right: Initials

I certify that this entity is in good standing with CBPL and that all current entity officials and stakeholders (listed below) are also currently and accurately listed with CBPL.

KW

This subsection must be completed by any **community** or **entity**, including a corporation, limited liability company, partnership, or limited partnership, that is applying for renewal. If more space is needed, please attach additional completed copies of this page.

- If the applicant is a **corporation**, the following information must be completed for each **shareholder who owns 10% or more** of the stock in the corporation, and for each **president, vice-president, secretary, and managing officer**.
- If the applicant is a **limited liability organization**, the following information must be completed for each **member with an ownership interest of 10% or more**, and for each **manager**.
- If the applicant is a **partnership**, including a limited partnership, the following information must be completed for each **partner with an interest of 10% or more**, and for each **general partner**.

Important Note: The information provided in the below fields (including spelling of names, specific titles, and percentages held) must match that which is listed with CBPL. If one individual holds multiple titles mentioned in the bullets above, all titles must be listed for that individual on this application and with CBPL. Failure to list all required titles constitutes an incomplete application. **You must list ALL of your qualifying officials, additional copies of this page or a separate sheet of paper may be submitted if necessary.**

Name of Official:	Kristina Woodbury		
Title(s):	Secretary	Phone:	907-305-1159
Mailing Address:	P.O. Box 936		
City:	Wrangell	State:	AK
		ZIP:	99929
		% Owned:	<input checked="" type="checkbox"/> Nonprofit

Name of Official:	Brett Woodbury		
Title(s):	Vice President	Phone:	907-305-0083
Mailing Address:	P.O. Box 2121		
City:	Wrangell	State:	AK
		ZIP:	99929
		% Owned:	<input checked="" type="checkbox"/>

Name of Official:	Brian Smith		
Title(s):	President	Phone:	305-0069
Mailing Address:	PO Box 188		
City:	Wrangell	State:	AK
		ZIP:	99929
		% Owned:	<input checked="" type="checkbox"/>



Section 3 – Sole Proprietor Ownership Information

Entities, such as corporations or LLCs, should skip this section. This section must be completed by any licensee who directly holds the license as an individual or multiple individuals and is applying for license renewal. If more space is needed, please attach a separate sheet that includes all of the required information.

The following information must be completed for each licensee and each affiliate.

This individual is an: [] applicant [] affiliate

Form with fields: Name, Contact Phone, Mailing Address, City, State, ZIP, Email

This individual is an: [] applicant [] affiliate

Form with fields: Name, Contact Phone, Mailing Address, City, State, ZIP, Email

Section 4 – Alcohol Server Education

This section must be completed only by the holder of a beverage dispensary, club, or pub license or conditional contractor's permit. The holders of all other license types should skip to Section 5.

Read the line below, and then sign your initials in the box to the right of the statement:

Initials

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of a patron have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, as set forth in AS 04.21.025 and 3 AAC 304.465.

[Handwritten initials]

Section 5 – License Operation

Check a single box for each calendar year that best describes how this liquor license was operated: 2018 2019

The license was regularly operated continuously throughout each year. [] []

The license was regularly operated during a specific season each year. [x] [x]

The license was only operated to meet the minimum requirement of 240 total hours each calendar year. If this box is checked, a complete copy of Form AB-30: Proof of Minimum Operation Checklist, and all necessary documentation must be provided with this application. [] []

The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both of the calendar years. If this box is checked, a complete copy of Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated for at least the minimum requirement, unless a complete copy of the form (including fees) has already been submitted for that year. [] []



Form AB-17: 2020/2021 Renewal License Application

Section 6 – Violations and Convictions

Applicant violations and convictions in calendar years 2018 and 2019:

	Yes	No
Have any notices of violation (NOVs) been issued for <u>this license</u> in the calendar years 2018 or 2019?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Has any person or entity named in this application been convicted of a violation of Title 04, of 3 AAC 304, or a local ordinance adopted under AS 04.21.010 in the calendar years 2018 or 2019?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If "Yes" to either of the previous two questions, attach a separate page to this application listing all NOVs and/or convictions.

Section 7 – Certifications

Read each line below, and then sign your initials in the box to the right of each statement: Initials

I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application, and that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.

I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name or the ownership (including officers, managers, general partners, or stakeholders) from what is currently approved and on file with the Alcoholic Beverage Control Board.

I certify on behalf of myself or of the organized entity that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, is true, correct, and complete. I agree to provide all information required by the Alcoholic Beverage Control Board or AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned to me as incomplete.

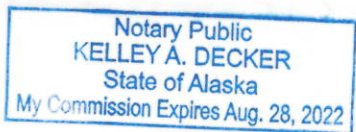
Kristina A. Woodbury
Signature of licensee

Kelley A. Decker
Signature of Notary Public

Kristina A. Woodbury
Printed name of licensee

Notary Public in and for the State of Alaska

My commission expires: 8/28/2022



Subscribed and sworn to before me this 19 day of December, 2019.

Seasonal License? Yes No

If "Yes", write your six-month operating period: April 1 - Sept 30

License Fee:	\$ 200.00	Application Fee:	\$ 300.00	TOTAL:	\$ 500.00
Miscellaneous Fees:				<u>48.25 x 3</u>	<u>144.75</u>
GRAND TOTAL (if different than TOTAL):					<u>544.75</u> <u>to 30</u>

Gaming Permittee Application

Item e.

For Year Ending: 2020**Organization Information** Check this box if amending your gaming permit application.

Federal Employer Id XX-XXX7205	If renewing, enter gaming permit # 325	Phone Number 907-874-3223	Website address	
Organization Name WRANGELL FIRE FIGHTERS ASSOCIATION		Email address WRGFD@WRANGELL.COM		
Mailing Address PO BOX 794		City WRANGELL	State AK	Zip Code 99929-0000
Entity Type Corporation		Organization Type Police or fire department		
Does the organization have 25 or more members, as defined in your articles of incorporation or bylaws, who are Alaska residents?				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Legal Questions These questions must be answered.

Yes No Does any employee with a managerial or supervisory capacity, or any person who is responsible for gaming activities, have a prohibited conflict of interest as defined by 15 AAC 160.954?

Yes No Has any employee with a managerial or supervisory capacity, or any person who is responsible for gaming activities, ever been convicted of a felony, extortion, or a violation of a law or ordinance of this state, or another jurisdiction, that is a crime involving theft or dishonesty, or a violation of gambling laws?

We declare, under penalty of unsworn falsification, that we have examined this application, including any attachments, and that, to the best of our knowledge and belief, it is true and complete. We understand that any false statement made on the application or any attachments is punishable by law. By our signatures below, we agree to allow the Department of Revenue to review any criminal history we may have, in accordance with 15 AAC 160.934.

Confirmation Number 0-739-155-968	Date November 1, 2019
--------------------------------------	--------------------------

Permit Fee The permit fee is based on the 2020 estimated gross receipts. Check the appropriate box.

<input type="checkbox"/> New applicant	\$20	<input type="checkbox"/> \$0 - \$20,000	\$20
<input type="checkbox"/> \$20,001 - \$100,000	\$50	<input type="checkbox"/> \$100,001 or more	\$100

Members in Charge of Games

Members in charge of Games must be natural persons and active members of the organization or employees of the municipality and designated by the organization. Members in Charge of Games may not be licensed as an operator, be a registered pull-tab vendor or an employee of a vendor for this organization.

AMC First Name TIM	M.I.	AMC Last Name BUNESS	Social Security Number XXX-XX-9848	Daytime Phone (907)874-3122
City WRANGELL	State AK	Zip Code 99929-0000	Email Address wrgfd@aptalaska.net	Cell Phone

Gaming Permit # 325	Organization Name WRANGELL FIRE FIGHTERS ASSOCIATION
------------------------	---

PMC First Name DORIANNE	M.I.	PMC Last Name SPREHE	Social Security Number XXX-XX-2044	Daytime Phone (907)874-3223
City WRANGELL	State AK	Zip Code 99929-0794	Email Address wrgfd@wrangell.com	Cell Phone

Facility-Based Games (self-directed)

Facility Name	Physical Address	City	State	Zip Code
Facility Type	Game Type			

Manager of Gaming

Required only for self-directed pull-tabs and bingo.

Manager First Name	MI	Manager Last Name	Social Security Number	
Home Mailing Address		City	State	Zip Code
Email Address	Cell Phone		Daytime Phone	

Area-Based Games

Area Wrangell	Game Type Raffle or Lottery
------------------	--------------------------------

Dedication of Net Proceeds (Required)

Describe in detail how the organization will use net proceeds from gaming activities.

All proceeds will be used to assist the Wrangell Search and Rescue, the Wrangell Ambulance and the Wrangell Fire department with training and supplies. Proceeds will also be used to assist the Wrangell Booster Club, the Salvation Army and the Wrangell Little League.

Item f.

PROCEEDINGS

**MINUTES
WRANGELL SCHOOL BOARD
REGULAR MEETING**

**October 8, 2019 7:00 PM
Evergreen Elementary School Room 101**

Acting Superintendent David Macri called the regular meeting of the Wrangell Public School Board to order at 7:01 P.M. on October 8, 2019.

CALL TO ORDER

A quorum was determined with the following school board members present: Aaron Angerman, Jeanie Arnold, Beth Heller and David Wilson. Patty Gilbert was absent, excused. Also present was Student Representative, Jing O'Brien and Recording Secretary Kimberly Powell. Superintendent Debbe Lancaster attended the meeting telephonically. Alternate Student Rep. Jade Balansag was present in the audience.

DETERMINE QUORUM

Motion to nominate Aaron Angerman for the position of School Board President by David Wilson; seconded by Jeanie Arnold.
Motion to close nominations for the position of School Board President by David Wilson; seconded by Jeanie Arnold.
Motion to appoint Aaron Angerman to the position of School Board President by David Wilson; seconded by Jeanie Arnold. Mr. Angerman was appointed by unanimous consent.

**APPOINTED AARON
ANGERMAN AS SCHOOL
BOARD PRESIDENT**

Motion to nominate Patty Gilbert [for the position of School Board Vice-president] by Jeanie Arnold; seconded by Beth Heller.
Motion to close nominations for the position of School Board Vice-president by Jeanie Arnold; seconded by David Wilson.
Motion to appoint Patty Gilbert to the position of School Board Vice-president by David Wilson; seconded by Jeanie Arnold. Voice vote: all in favor; none opposed. Motion approved.

**APPOINTED PATTY GILBERT AS
SCHOOL BOARD VICE-
PRESIDENT**

Motion to nominate Jeanie Arnold for the position of School Board Secretary by Aaron Angerman; seconded by Beth Heller.
Motion to close nominations for the position of School Board Secretary by David Wilson; seconded by Beth Heller.
Motion to appoint Jeanie Arnold to the position of School Board Secretary by David Wilson; seconded by Beth Heller. Poll vote: Jing O'Brien: Yes; David Wilson: Yes; Beth Heller: Yes; Aaron Angerman: Yes. Motion approved.

**APPOINTED JEANIE ARNOLD AS
SCHOOL BOARD SECRETARY**

The Pledge of Allegiance was recited, led by School Board President Aaron Angerman.

PLEDGE OF ALLEGIANCE

The District Mission, Vision and Values were recited by Board Member Jeanie Arnold.

**DISTRICT MISSION, VISION AND
VALUES**

The agenda was approved as presented.

APPROVAL OF AGENDA

Ryan Howe, WTA President and Parent, introduced himself and congratulated the new board members, welcoming them to the Board.

GUESTS TO BE HEARD

There was no correspondence.

REVIEWED CORRESPONDENCE

Information & Reports were accepted by unanimous consent.

**ACCEPTED INFORMATION &
REPORTS**

Motion to approve [the items on the consent agenda as presented] by Jeanie Arnold; seconded by David Wilson. Poll vote: Jing O'Brien: Yes; Jeanie Arnold: Yes; Beth Heller: Yes; David Wilson: Yes; Aaron Angerman: Yes. Motion approved unanimously.

**APPROVED THE ITEMS
ON THE CONSENT
AGENDA**

- Approved the minutes of the September 23, 2019 Regular Board Meeting as presented
- Offered Megan Powell and David Macri a contract to fill the position of Upward Bound Co-coordinators in the amount of \$3,375.00 each
- Offered Mrs. Virginia Oliver a contract addendum for one additional hour per day at her per diem rate to teach Tlingit Language at the elementary school
- Approved the hire of Jason Haslip and Laurie Overbay as paraprofessionals, effective October 21, 2019, pending receipt of a satisfactory criminal background check
- Presented the resignation of Kimberly Cooper and Rick Rivard, Paraprofessionals as an item of information

Item f.

President Aaron Angerman, with consent of the Board, appointed himself as the liaison to the student representatives.

APPOINTED AARON ANGERMAN AS LIAISON TO THE STUDENT REPRESENTATIVES APPOINTED GEORGIANNA BUHLER AS SCHOOL BOARD PARLIAMENTARIAN DIRECTED THE ADMINISTRATION TO WRITE A LETTER TO AASB IN SUPPORT OF THE RESOLUTIONS

President Aaron Angerman appointed Georgianna Buhler, Business Manager, as School Board Parliamentarian.

Motion to direct the administration to write a letter to the Association of Alaska School Boards, on behalf of the School Board, supporting the AASB Resolutions as presented by David Wilson, seconded by Jeanie Arnold. Poll vote: Jing O'Brien: Yes; Jeanie Arnold: Yes; Beth Heller: Yes; David Wilson: Yes; Aaron Angerman: Yes. Motion approved.

Motion to accept [the award of the WCA "Healthy is Here" grants in the amount of \$1,000.00 for the EATS Garden Program, \$500.00 for Lady Wolves Basketball and \$500.00 for the WHS Swim Team] by Beth Heller; seconded by Jeanie Arnold. Poll vote: Jing O'Brien: Yes; Beth Heller: Yes; David Wilson: Yes; Jeanie Arnold: Yes; Aaron Angerman: Yes. Motion approved.

ACCEPTED THE WCA "HEALTHY IS HERE" GRANT AWARDS

Motion to accept the second reading of Board Policy 4021, Pre-employment Drug Testing for Coaches and Advisors for inclusion in the policy manual by David Wilson; seconded by Beth Heller.

ACCEPTED THE SECOND READING OF BOARD POLICY 4021, PRE-EMPLOYMENT DRUG TESTING FOR COACHES AND ADVISORS

Motion: to amend the motion to say "to accept the second reading of Board Policy 4021, Pre-employment Drug Testing for Coaches and Advisors," excluding the language about inclusion in the policy manual by David Wilson; seconded by Jeanie Arnold. Poll vote on amendment: Jing O'Brien: Yes; David Wilson: Yes; Jeanie Arnold: Yes; Beth Heller: Yes; Aaron Angerman: Yes. Motion approved. Poll vote on main motion: Jing O'Brien: Yes; David Wilson: Yes; Jeanie Arnold: Yes; Beth Heller: Yes; Aaron Angerman: Yes. Motion approved. The Board would like this policy brought back for a third reading after review by the School Attorney.

Motion to accept the second reading of Board Policy 4030, Nondiscrimination in Employment adding language regarding the Whistleblower Act for inclusion in the policy manual by David Wilson; seconded by Jeanie Arnold. Poll vote: Jing O'Brien: Yes; Jeanie Arnold: Yes; Beth Heller: Yes; David Wilson: Yes; Aaron Angerman: Yes. Motion approved.

ACCEPTED THE SECOND READING OF BOARD POLICY 4030, NONDISCRIMINATION IN EMPLOYMENT

Motion to accept the second reading of Board Policy 4111.2, Legal Status Requirement for inclusion in the policy manual by Jeanie Arnold; seconded by David Wilson. Poll vote: Jing O'Brien: Yes; Jeanie Arnold: Yes; Beth Heller: Yes; David Wilson: Yes; Aaron Angerman: Yes. Motion approved.

ACCEPTED THE SECOND READING OF BOARD POLICY 4111.2, LEGAL STATUS REQUIREMENT

Motion to accept the second reading of Board Policy 5112.5, Students Leaving School Premises as presented by Beth Heller; seconded by David Wilson. Poll vote: Jing O'Brien: Yes; Beth Heller: Yes; David Wilson: Yes; Jeanie Arnold: Yes; Aaron Angerman: Yes. Motion approved.

ACCEPTED THE SECOND READING OF BOARD POLICY 5112.5, STUDENTS LEAVING SCHOOL PREMISES

Motion to accept the second reading and renumbering of Board Policy 6145.3, School-sponsored Student Publications for inclusion in the policy manual by David Wilson; seconded by Jeanie Arnold. Poll vote: Jing O'Brien: Yes; David Wilson: Yes; Jeanie Arnold: Yes; Beth Heller: Yes; Aaron Angerman: Yes. Motion approved.

ACCEPTED THE SECOND READING OF BOARD POLICY 6145.3, SCHOOL-SPONSORED STUDENT PUBLICATIONS

Reviewed the upcoming dates and meeting announcements.

REVIEWED DATES & MTG ANNOUNCEMENTS

Miss O'Brien summarized her written report and congratulated Jade Balansag and Liana Carney on their success in Cross Country Running. Jing also told the Board that we had six student qualify for Honor Music. This may be the largest group we've ever had. Miss O'Brien reported that the glacier survey trip is tomorrow and that five students just returned from collecting samples from a Gray Whale carcass that washed up in the back channel. She is excited about the amount of participation in Student Council this year, especially by that of underclassmen. Vanessa Johnson is Middle School Student of the Month and Hannah Brown is High School Student of the Month.

STUDENT REPRESENTATIVE TO THE BOARD COMMUNITY REPORT

Board President Angerman welcomed the new Board Members and thanked Dave Wilson for running again and returning to the Board.

BOARD MEMBER COMMUNITY ACTIVITY REPORTS

Meeting Adjourned at 7:44 P.M.

ADJOURNED AT 7:44 P.M.

Jeanie Arnold
SCHOOL BOARD SECRETARY

Item f.

PROCEEDINGS

**MINUTES
WRANGELL SCHOOL BOARD
SPECIAL MEETING
November 14, 2019; 6:30 PM
Evergreen Elementary School Room 101-Intermediate**

President Aaron Angerman called the Special meeting of the Wrangell Public School Board to order at 6:30 PM on Thursday, November 14, 2019.

CALL TO ORDER

A quorum was determined with the following school board members present: Aaron Angerman, Jeanie Arnold, Patty Gilbert, Beth Heller and Dave Wilson. Also present was Superintendent Lancaster and Recording Secretary Kimberly Powell.

DETERMINE QUORUM

Board Member Wilson declared a conflict of interest in participating in Negotiations with the Wrangell Teachers' Association.

ACKNOWLEDGED DAVID WILSON'S CONFLICT OF INTEREST REGARDING COLLECTIVE BARGAINING WITH THE WRANGELL TEACHERS' ASSOCIATION

Motion to acknowledge Board Member David Wilson's declared conflict of interest and to confirm that he will not participate in deliberations and voting regarding collective bargaining between the District and the Wrangell Teachers' Association by Patty Gilbert, seconded by Jeanie Arnold.

Mr. Wilson said that it is his understanding that he can vote to ratify the agreement once it has been negotiated because his wife does not benefit any differently than any other teacher. Patty Gilbert requested a recess at 6:32 PM to look into the matter.

Reconvened into Regular Session at 6:40 PM

Poll vote on the motion: Jeanie Arnold: Yes; Beth Heller: Yes; Patty Gilbert: Yes; Aaron Angerman: Yes. Motion approved.

Board President Angerman declared a conflict of interest in participating in Negotiations with the Wrangell Teachers' Association.

ACKNOWLEDGED AARON ANGERMAN'S CONFLICT OF INTEREST REGARDING COLLECTIVE BARGAINING WITH THE WRANGELL TEACHERS' ASSOCIATION

Motion to acknowledge Board Member Aaron Angerman's declared conflict of interest and to confirm that he will not participate in deliberations and voting regarding collective bargaining between the District and the Wrangell Teachers' Association by Jeanie Arnold, seconded by Patty Gilbert Poll vote: Jeanie Arnold: Yes; Beth Heller: Yes; Dave Wilson: Yes; Patty Gilbert: Yes. Motion approved

Motion to go into executive session to discuss a matter, the immediate knowledge of which would clearly have an adverse effect upon the finances of the district, more specifically Negotiations with Wrangell Teachers' Association by Beth Heller; seconded by Jeanie Arnold.

RECESSED INTO EXECUTIVE SESSION AT 6:43 PM

Motion to amend the original motion to invite Superintendent Lancaster and the School Attorney into the executive session by Patty Gilbert; seconded by Jeanie Arnold. Poll vote on the amendment: Jeanie Arnold: Yes; Beth Heller: Yes; Patty Gilbert: Yes. Motion approved.

Poll vote on the original motion: Beth Heller: Yes; Jeanie Arnold: Yes; Patty Gilbert: Yes. Motion approved.

Reconvened into Regular Session at 6:56 PM. Board Vice-president Gilbert said that the Board gave direction to the district attorney regarding negotiations.

RECONVENED INTO REGULAR SESSION AT 6:56 PM

Meeting Adjourned at 6:57 P.M.

ADJOURNED AT 6:57 P.M.


SECRETARY

Minutes of the Wrangell Port Commission

Held October 9, 2019

Chairman John Martin called the Regular Port Commission meeting to order at 7:00 p.m., October 9, 2019, in the Borough Assembly Chambers.

PRESENT: MITCHELL, MERRITT, MARTIN
ABSENT: YEAGER

Harbormaster Greg Meissner and Recording Secretary Sherri Cowan were also in attendance.

Newly elected member, John Yeager was recognized.

NOMINATION OF CHAIRMAN

M/S: Mitchell/Merritt to nominate John Martin as Chairman. Motion approved unanimously by polled vote.

NOMINATION OF VICE-CHAIRMAN

M/S: Mitchell/Merritt to nominate John Yeager as Vice Chairman. Motion approved unanimously by polled vote.

APPROVAL OF MINUTES

- a. Regular meeting from April 4, 2019

M/S: Mitchell/Merritt to approve the minute from April 4, 2019. Motion approved with amendments, unanimously by polled vote.

- b. Special meeting from April 8, 2019

M/S: Mitchell/Merritt to approve the minutes from April 8, 2019. Motion approved unanimously by polled vote.

AMENDMENTS TO THE AGENDA - None.

CORRESPONDENCE - None.

PERSONS TO BE HEARD- None.

HARBORMASTER REPORT

Meissner reported on the following items:

- SMB-Project: project is done; still working on parking lot and boat launch boarding float projects; until the state finalizes the amount they will be taking from grant; usable amount of money for projects is unknown at this time.
- Management System: system has been ordered it and arrive in December; Kathleen, Harbor Secretary, will be going to Homer to train on the system.
- Harbor Masters Conference: reviewed planning process for large projects. Meissner stated that he received the Harbormaster of the Year Award.

- Marine Service Center: MSC is filling up; we have been washing floats and doing some additional maintenance to the Inner Harbor floats; summer floats and camel logs have been removed from City dock.
- Harbor Master: would like to start the conversation with vessels complying with some standards of vessels who utilize our harbors; harbors tend to get used as storage units; that's not what they should be used for; would like to come up with some language that is easy to enforce and stays from Harbormaster to Harbormaster.

COMMISSIONER REPORTS

Merritt spoke on the following items:

- Cleats for harbors
- Concrete float-pilings are slamming into dock
- Heritage lighting comes off and on
- Top of ladder-galvanized plate is still like it was back in February-slimy

Martin spoke on the Mariner's Memorial - regarding the lighting and on the future plans with the Memorial.

UNFINISHED BUSINESS - None

NEW BUSINESS

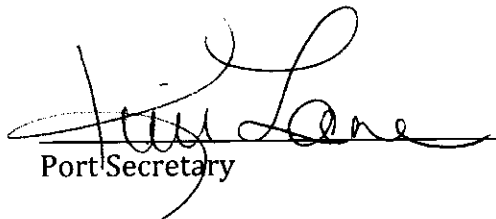
11a Meissner stated that he would like to bring language forward for the Commission to consider on Derelict Vessels in the form of an Ordinance to address classes of vessels.

NEXT AGENDA ITEMS

- Derelict Vessels

The next Regular meeting will be on November 7, 2019

Regular meeting adjourned at 7:47 p.m.



Holly Lane
Port Secretary



John Martin, Chair

Wrangell Ranger District & City/Borough of Wrangell Standing Topics of Mutual Interest

Purpose: To facilitate open and respectful dialog between the City/Borough of Wrangell and the Wrangell Ranger District on matters of mutual interest on a consistent basis. Topic report-out is intended to be brief and informative and utilized as a collaborative tool for sharing information. Topics identified as needing “additional” consideration will be scheduled for a more appropriate venue (work session).

Date: 11/15/19

Current Topics:

1. Central Tongass Large Landscape Analysis: (NO UPDATES AT THIS TIME)
 - a. Comment period closed on September 15th
 - b. Interdisciplinary Team is currently analyzing comments for inclusion or adjustments to the Final Environmental Impact Statement (FEIS)
 - c. The FEIS is anticipated to be signed in spring of 2020
2. Roadless: (NO UPDATES AT THIS TIME)
 - a. Comment period for the Draft Environmental Impact Statement closed December 17th.
3. Recreation: (NO UPDATES AT THIS TIME)
4. Resource Advisory Committee (RAC)
 - a. Secure Rural School funding was reauthorized by Congress for another 2 years
5. Abandoned vehicles on Forest Service administered lands
 - a. Clint visited Zarembo in late October and now has firsthand knowledge of the current situation
 - b. Schedule a meeting in February with stakeholders to begin work on developing a strategy for clean-up of current problem and long term solution for prevention
6. SS Chugach (correction to b.)
 - a. Regional Office is looking into a Phase I contract including site plan/site prep and cradle design/construction
 - b. Site plan/work could include up to ~~150~~ 250 or more, yards of fill (based on computer modeling)
 - c. FS request that Marine Service Center waiver storage fee until site prep is complete. Would need Assembly approval
 - d. Shelter options are still under consideration including a canvas cover not affixed to the ground and resembling other boat yard structures
7. Other: Forest Plan Public Workshop is scheduled for January 23rd. Time/location to be announced (City Hall at 1800?)

City and Borough of Wrangell Capital Facilities Department Report January 2, 2020

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

- **Facilities Work Order Management.** Work orders are coming into the Capital Facilities Department either as a Preventive Maintenance (PM) scheduled work order or as a Reactionary Maintenance and Repair (Non-PM) work order. Below is a summary of the maintenance and repair work order tasks tracked by our CMMS maintenance software:

Many of the PM work orders completed are those that routinely occur weekly and/or monthly which have been completed by an assigned department staff who work in those buildings daily and who have taken on some of these routine equipment inspection tasks (i.e. eyewash stations, emergency lights, exit lights, fire extinguisher checks, etc.)

As we prioritize the changing daily demands of the maintenance department, our staff are tackling the higher priority PM work i.e. hot water heaters, backflow preventers, boilers, compressors, filter replacement, etc., as the daily reactionary tasks allow. As previously mentioned, many of the PM tasks turn into larger repair or replacement projects, requiring significant staff time to address. Due to the breadth of the maintenance needs, many PM work orders may go unattended until their next scheduled issue.

As our maintenance staff continue to address ongoing maintenance needs, the department has elected to hire local contractors to help correct building deficiencies that are applicable to their skill in an effort to alleviate some of the back log of, and new concerns for, repair needs.

Below are a few highlights of more significant facility maintenance and repair projects:

- **Garage (City Shop)**
 - Garage Waste Oil Burner/Heater. Continues to be maintained by the CF staff and the burner was switched out in effort to have less burner experience.

The waste oil heater used to heat the garage requires daily maintenance to ensure it is efficient and in clean burning operation. Maintenance staff, who used to maintain this task daily when they were based out of the Public Works complex, have shifted these routine, daily tasks to the garage staff since they can be performed easily and the mechanics are in that space daily. These heaters require daily monitoring and adjustment of manual controls of oil and air pressure to compensate for the inevitable changes in fuel viscosity as different types of waste oil are added to the fuel storage tank. The oil used to fuel this heater comes from the waste oil collected at the harbors where there is no control over what material is placed in the tank. This creates vulnerability with the

unknown mix of marine-related “material” deposited by the public. With this, we receive a lot of sludge-laden oil which creates problems with this heater unit. We are exploring whether or not an upgrade in the waste oil centrifuge will improve separation of the unwanted waste oil contaminants.

- Contractor services has been have been secured to address roof leaks. A temporary repair was made to the roof, based on current weather conditions. The Contractor will return to finalize this work as the weather warms and becomes drier. The failed awning was replaced, but also requires final sealant to be added as weather allows.
- Garage Wallboard Asbestos. The FY20 Garage budget includes funds to address potential asbestos in the interior wallboard. While we understand staff were told the wallboard had an asbestos content in it, recently asbestos testing confirms that there is 39% Chrysotile, which appears to be the most commonly used form of asbestos in building materials. Staff will be working to identify the appropriate abatement measures to correct this workplace hazard.

Materials containing asbestos should be either be encapsulated or removed, and it is recommended that the work carried out reduce disturbance of the asbestos fibers. Until a solution has been implemented, CF has requested that all Public Works’ personnel be given clear direction that no work is to be performed that would puncture, cut, or otherwise expose the fibrous materials of the wallboard and cause them to become airborne.

The necessary abatement of this wallboard will delay the reconstruction of the mechanics’ office due to the presence of the same wallboard in the expansion area.

- **City Hall.** A variety of upgrades have occurred in the past couple of months at City Hall. They include the following:
 - Semi-annual carpet cleaning occurred over the Thanksgiving weekend.
 - A baseboard heater was replaced in the women’s bathroom due to faulty wiring, creating a fire hazard. The heater was replaced as it was old and rusty and the controls were worn out. The new unit has a thermostat integral to it.
 - Exhaust vents in Borough Manager’s office have been leaking for some time. CF staff recently removed the one most problematic vent, which had rusted through due to moss build up on the roof. We were able to find the same roofing profile (and color) in town allowing the roof to be properly patched at this roof penetration location. There are three additional vent exhausts in that area that will be replaced and the roof patched in the near future. The roof at City Hall, much like we saw at the Nolan Center, needs to be power washed to remove the moss build-up to preserve the roof coating and metal panel.
 - A former boiler exhaust vent that was not properly modified when the boiler was removed from the building has also shown signs of deterioration at the roof penetration. This area will also be addressed for proper roof repair.
 - In advance of the City Hall main computer server replacement, the Finance Director asked that a dedicated circuit be added in the server room. After looking at the electrical panels (of

which there are four in the building) and the lack of panel labels, the decision was made to develop a panel schedule. Through this effort, a significant number of electrical system deficiencies were identified, which require immediate attention. A portion of this work has been performed to date. The four electrical panels have had labeling created to identify circuits; all of the electrical heat was removed from the various panels and all relocated to one specific distribution panel for heating; two dedicated circuits were added to the panel where the load was reduced, and a bypass of the main breaker was corrected for this significant safety hazard and code compliance.

- The front entry of City Hall has been identified as having no exit lights nor emergency lights, which will be corrected.

A budget amendment may be requested to address the myriad unanticipated maintenance and repair work required for the City Hall building.

- **Fire Substation (at 5-Mile).** A variety of repairs have recently been performed at the Fire Substation, including a former boiler exhaust vent that was not properly modified when the boiler was removed has also shown signs of deterioration at the roof penetration, much like at City Hall, and has been found to be leaking. A contractor was hired, with their lift, to address the leaks in the roof due to this issue; however, further effort is required to finalize this repair.
- **Swimming Pool.** Light bulb replacement challenges continue in the Natatorium, even with the new LED transitional lamps. Staff identified that the LED bulbs were overheating due likely to the lack of heat dissipation from the original fixture still in use. The electrical contractor is scheduled to return next week to modify the fixtures' configuration to receive the original, intended metal halide lamps until such time as a proper LED fixture is identified for replacement.

In an effort to move in the direction of identifying a proper LED fixture that will provide the necessary lighting for the swimming pool, we are working with an electrical engineer to also assist us in returning the wet niche lights (underwater lights) to operation and retrofitting them with an LED option, suitable for salt water pools. The combination of these two lighting upgrades should provide for meeting both national standards and local standards for indoor pool lighting.

Lighting is required to be placed so that all areas of the swimming pool basin are clearly visible and without glare, to enhance lifeguarding effectiveness and user safety.

- **Power Plant**
 - During a preventive maintenance effort to the unit heater in the main generators' housing area of the Power Plant, the unit was found to be compromised. It was apparent that the unit had been modified at some earlier date in an attempt to increase the output. This created an over fire scenario, causing too much heat, which caused the unit to start buckling and eventually split the internal fire box.

A decision was made to not replace this heater at this time, until more is known about a future rehabilitation/replacement of this building. ML&P staff have suggested that the heat from the generators, if provided with adequate air management would keep the

building temperatures in the winter at a reasonable working temperature. With that, and in an effort to be able to push the warm air down from the ceiling, two 8' diameter ceiling fans were ordered.

The fans and their backordered drop parts have now all arrived on site and we are awaiting an installation schedule from the electrical contractor.

- Barstow Generator. CF staff have been assisting the ML&P staff with the repairs of the container roof and access points for this unit. We are managing the roof repairs and construction of a set of stairs to gain access into the container.
- **Public Safety Building**
 - Staff continue to work on HVAC upgrades.
 - Staff are working on issues with the 24Volt light systems. New parts have arrived and will be installed next week.
 - Radiant Heat Control Valves. There are only a couple more temperature control valves that need to be replaced.
 - Auto vents for the hydronic heating system were also found to be corroded and have been replaced. That will help remove the air from the system, allowing for better heat distribution.
- **Nolan Center**
 - An additional number of lamps have been replaced in the Gift Shop and Lobby. These appear to be normal burn out of these halogen lamps. Two fixtures have failed and will have to be replaced. Consideration has been given to LED lamp replacements; however, the output on the LED lamps are not adequate for the foot candle needed in these areas. A full LED fixture replacement may be considered for the future.
 - Following completion of the DDC temperature controls upgrade project, and CBW staff identifying non-controls related issues with other HVAC system components, other issues were identified and are listed below:
 - Numerous fire dampers were identified to be non-functional. These still require attention.
 - Humidifiers. We have purchased new replacement parts. Two of the ten units have been refurbished. Having the humidifiers in these units returned to an operable condition will help with humidity control in the building, which is critical to both the health of the building and to maintaining best practices for museum artifacts.
 - Zone valves are either leaking or non-functional. New zone valves have been purchased and have now been replaced.
 - Room humidity sensors are non-functional. Four of the ten have been replaced to date and we will continue to replace these until they are complete.
- **Nolan Center Broken Sprinkler Head / Water Damage Remediation.** Following water damage due to a broken sprinkler head in July of last year, all repair work, save for some minor flooring

trim in the Gallery, is completed. As total repair costs are confirmed, a budget amendment for the Nolan Center Facility Maintenance & Repair account may be required.

- **Nolan Center Standby Generator Inspection and Operations Testing.** The standby generator was tested for operations and was found to be running 100% as designed; however, it was discovered that the transfer switch racking mechanism (allows the building to return to grid power after running on power generation) was removed and cannot be located. WML&P are in the process of ordering a new handle to operate the racking mechanism. We are still waiting for the device, which will aid us in performing a loss of grid power function test for the building.

A recent evaluation of the Nolan Center standby generator indicates it is not sized adequately to carry the full load of the facility, nor does the entire building have connectivity to the backup power generation system. In order for the Nolan Center facility to operate as a critical care facility in times of disaster and/or emergency, it requires diesel power sufficient to power the entire building.

A future project entitled Nolan Center Standby Generator Upgrades has been proposed as a priority capital project for submission to the State of Alaska Designated Legislative Grants Program (CAPSIS) for FY21.

Capital Improvement Projects - Capital Facilities provides management of capital improvement projects and major maintenance to City and Borough of Wrangell facilities and infrastructure.

GENERAL FUND PROJECTS

- **Nolan Center HVAC Direct Digital Controls System Upgrades.** This DDC upgrade project is complete, with the exception of waiting on the Contractor to provide an upgrade to the cloud-based system main page for graphics.
- **Cemetery's Columbarium Addition.** Project management and report will be provided by Public Works.
- **Public Safety Building Siding and Roofing Renovations.** With the belief that we have a good project design in hand, a third party construction cost estimate of the JYL design was performed by HMS. Staff planned to use the estimate as a means to identify a variety of alternative scopes of work for the siding and roofing work and to make those alternative recommendations to the Wrangell Borough Assembly. The third party cost estimate, which included a couple of market conditions, which were vetted through the April 2019 competitive bidding process, places the funding need quite close to the one construction bid we received in April 2019.

Based on the information gathered and further consideration of the project need, at the public work session, held on Tuesday, December 3rd to review the status of this project, staff recommended to the Borough Assembly pursuit and funding of the entire siding and roofing work as designed by Jensen Yorba Lott in March 2019. Staff shared the news that Wrangell Cooperative Association, Wrangell's local tribal government, in an effort to partner with the CBW on priority projects for the Wrangell community, has submitted to the State of Alaska's EFLEA program a grant application for public safety funding for a portion of this project. WCA anticipates a

response to their application by the end of January 2020. ***Esther Ashton contacted the Borough on 1/9/2020 to inform us she was notified grant awards will be made next week. Staff will advise the Assembly as soon as we receive notification.**

Considering this timeline, it is the CBW's intent to review pursuit of the project once the success of WCA's grant is known. For pursuit of the project as currently designed, staff are already working with the designers to identify revisions to certain drawings and specifications based on discussions with contractors during the April 2019 bidding process in order to be able to issue a subsequent construction bidding solicitation soon after receiving full funding. This would allow an adequate amount of time for construction bidding outreach and contractor preparedness for an anticipated Spring 2020 project.

- **Public Safety Building Addressable Fire Alarm System Replacement.** Work has not yet commenced on this project. The first step will be to develop an RFP for electrical engineering design services, which may be combined with other projects with similar engineering needs.
- **Public Safety Building Heating System Piping Repairs.** Work has not yet commenced on this project.
- **Public Safety Building Oil-Fired Boiler Installation.** The oil-fired boiler installation is complete and is being maintained for full operation.
- **Swimming Pool Domestic Hot Water Tank Replacement.** This project provides for the replacement of the Swimming Pool's deteriorated domestic hot water heater. The first step will be to develop an RFP for mechanical engineering design services, which may be combined with other projects with similar engineering needs.
- **Swimming Pool HVAC System Upgrades, Phase III.** This project provides for the replacement of certain failed mechanical devices in the heating and cooling system. The first step will be to develop an RFP for mechanical engineering design services, which may be combined with other projects with similar engineering needs.
- **Kyle Angerman Memorial Playground Replacement.** The CBW received the grant agreement from the State of Alaska, Dept of Natural Resources, Division of Parks & Outdoor Recreation who is the body administering the pass-through grant from the National Park Service. Staff are reviewing the terms and conditions of the grant agreement before requesting Borough Assembly approval of the grant funds and execution of the agreement and project.

NORTH COUNTRY TRAILHEAD ACCESS ROAD REPAIR FUND

- **North Country Trailhead Access Road Repair (Streets).** Staff have identified the road maintenance needs for the Spur Road for access to the North Country Trailhead for use in developing a competitive solicitation for the construction work. Additional tasks required in advance of the construction bidding includes working with the Federal Highways Administration on their required utility certification, right of way certification, and project certification, the last of which will include their full review and approval of the contract documents prior to issuing for competitive bidding of the construction work. Depending on the time necessary to complete the planning work, the work will be completed by Summer 2020.

COMMERCIAL PASSENGER VESSEL EXCISE TAX FUND

- **Mt. Dewey Trail extension FLAP Grant Match (Parks & Recreation).** Following completion of the NEPA process and an initial discussions with the USACOE for the trail project, a recent meeting with the US Army Corps of Engineers had them recommending we proceed with design and submit Preconstruction Notification referencing a Nationwide Permit as applicable according to the conceptual or final design. The next step in this project is staff's development of a competitive solicitation for engineering design.
- **City Dock Summer Float (Ports and Harbors).** A Notice Inviting Bids was issued on December 30, 2019, for the purchase of a 10' (w) x 130' (l) float for City Dock. Bids are due by January 21, 2020 at 2:00 p.m. at which time they will be opened at City Hall. We anticipate requesting a procurement award during the Borough Assembly's January 28th meeting.
- **Petroglyph Beach Bathroom and Platform Improvements (Parks & Recreation).** This project provides for the constructed of a permanent year-round operational trailhead style bathroom. It also provides for certain repairs to the observation platform.

RESIDENTIAL CONSTRUCTION FUND

- **Borough-Wide Land Survey Project.** Regarding all three subdivision development projects listed below, the Planning & Zoning Commission will be reviewing the various subdivisions' alternatives in order to provide the Borough Assembly with a recommendation for each. The survey service solicitations for each site would be based on the final decision regarding the subdivision development.
 - Institute Phase I Subdivision Development Survey: Staff had an internal meeting late last month regarding a plan to begin moving forward with development in the very near future. A subsequent discussion was held with WCA leadership about their vision for a partnership opportunity. A joint work session will be scheduled in the next few weeks to discuss using the existing master plan (or an alternative development plan) as guidance before a surveyor is brought in to begin work on the property. As a reminder, inclusion of a cemetery on a portion of the Institute Property needs to be considered.
 - 4-Mile Zimovia Highway Property Subdivision Development Survey
 - Etolin Street Foreclosed Lots Subdivision and Replat

INDUSTRIAL CONSTRUCTION FUND

- **5th and 6th Avenues Roadway Construction (Streets).** On September 11, 2019, the US Army Corps of Engineers issued a public notice of the reissuance of General Permit POA-2006-00215 (RGP-06) for the Wrangell Industrial Park Subdivision. This General Permit (GP) authorizes the placement of dredged and/or fill material, and structures, into wetlands associated with industrial development in the Wrangell Industrial Park Subdivision. Authorized activities include foundation pads, associated driveways, parking areas, and lot utilities for those subdivision lots yet to be developed. The GP is scheduled to expire on September 30, 2024. Following the Corps' public

notice period, the CBW anticipates receiving the final reissuance of the permit. Prior to moving forward with this subdivision expansion

- **Marine Service Center Survey and Replat (Ports and Harbors).** This survey project provides for the vacation of the existing platted Silvernail Drive ROW and the establishment of an access easement where the driving access is actually located through the Marine Service Center. The solicitation for this survey project will be combined with a couple of additional roadway survey projects as they are further identified.

WRANGELL MUNICIPAL LIGHT & POWER FUND

- **Case Avenue Electrical Distribution Line Rebuild Survey.** Based on the project needs and the difference in survey outcomes with other CBW-surveys scheduled to be performed, the Case Avenue Rebuild Survey will be pursued as a separate survey project. The survey solicitation for this project will be developed for the purpose of identifying existing right-of way limits, existing electrical pole locations, and any existing utility easements that may exist. The solicitation may also provide for the survey of the existing water and sewer mains, within the right-of-way, for use in a future sewer mains replacement project. Public Works plans to have the sewer mains inspected by camera to determine the need for sewer line replacement. We will wait to understand sewer main replacement needs before moving this survey project forward.
- **Power Generation Solution.** Project management and report provided will be provided by Municipal Light & Power.
- **3MW Transformers Purchase Phase 1.** An Invitation to Bid was issued for the procurement of the 3MW Transformer, and four bids were received on November 22, 2019. A recommendation to award the procurement project to WESCO Distribution in the amount of \$38,888 is included on the Borough Assembly's agenda on January 14, 2020.
- **Generators' Exhaust Insulation Blankets.** Project management and report will be provided by Municipal Light & Power. Solicitation development assistance will be provided by Capital Facilities.
- **Powerhouse Roof Repairs.** This project has been postponed and replaced with the **Power Diesel Generation Plant (Power Plant) Rehabilitation** project (see status under FUTURE PROJECTS IN FUNDING PHASE / PLANNING PHASE listed projects) due to the expected future demolition of the concrete structural portion of the Power Plant.

WATER FUND

- **Water Plant Bypass Line Valve Configuration.** Work has not yet commenced on this project.
- **Bennett Street Water Main Replacement.** The replacement of approximately 350' of 50-year old ductile iron pipe (DIP) water main was replaced by Secon on August 6th. Staff have received the Contractor's final closeout documents and are preparing to request final approval from DEC.

UPPER RESERVOIR BYPASS FUND

- **Upper Reservoir Bypass.** Earlier this year, staff narrowed the CBW's preferred alternative for accessing the water in the upper reservoir to the *Spillway Trench with Siphon* option, in an effort to bypass the lower reservoir to the treatment plant. Before confirming that option as our preferred alternative, the engineers were queried as to limitations with this option. Staff's initial concern was related to limitations of accessing the full depth of the stored raw water. Although the engineer's modeling of the system looked like it would work, on paper, their level of confidence that this alternative would work was reduced given that this is not a normal siphon scenario. They could not confirm the reliability of the model since there is no existing precedence for siphoning to a closed pipe system.

Since siphons are generally conveyed to an open-ended outlet, the discussion turned to siphoning to a downstream intake location; however, based on elevations and topography, the intake pool would likely need to be close to the toe of the dam, which is not ideal.

Under the premise that connecting to the pipe would not create a "closed system" since the draw from the plant would provide constant flow, the Water Department staff asked to revisit the design of the siphon connected directly to the pipe instead of into an open trench, or the intake pool. Last week we met with the project engineers and analyzed this idea again. With the engineers present, we also spoke with Karl Hagerman, Petersburg Utility Director, who experienced a pipe collapse some years ago with their Cabin Creek Waterline, a siphoned, 6-mile run of 24" HDPE waterline. He described the problem causing the pipe collapse as a vacuum from a change in flow resulting from algae growth on the interior of the pipe. Karl described how with proper engineering of the conveyance system with added mechanisms and procedures in place for routine interior pipe cleaning, they have been able to continue use of this line without further problem.

The water department, with the aid of White Enterprises and their recollection of where they installed a portion of bypass line during the late 1990s, or early 2000s, investigated the location of the existing pipe to be able to ascertain the condition of the pipe (there are no as-builts for this work). While the assumption has always been that both ends of the pipe installed were open-ended and capped, Todd White recalled that they had tied the bypass pipe into the waterline that leaves the lower reservoir and feeds the treatment plant. They found that connection to be true and exposed it and as well found the upper, open-ended terminus of that pipe. They also found that the line was installed with Ductile Iron Pipe (DIP) instead of what the engineered plans for the project specified, as High Density Polyethylene Pipe (HDPE). It is our understanding that with no funds to install the pipeline, the CBW, at that time, used what material was easy to install (the CBW did not acquire an HDPE pipe welding machine until around 2012).

With the camera, we could only access about 50' of the upper terminus of the pipe, due to surface friction, and with that visual, the interior wall of the DIP appeared clean and smooth. We had discussed the possibility to camera the pipe through the air reliefs, but we could not get the camera to bend enough to make the turn, so we only have a look at the interior of the pipe through the upper terminus end. We are waiting for more favorable weather conditions to proceed with the water pressure test of the existing DIP, as the pipe will have to be filled from the upper, open end for the test.

Following the meeting with the engineers and Karl Hagerman, Shannon & Wilson and CRW have been asked to revisit their engineering alternatives analysis and return to us with a further analysis

for the design of the siphon option considering best engineering practices for this delivery method. We anticipate their return with this information before the end of January.

WATER MAIN REPLACEMENT FUND

- **Water Main Replacement.** Following ADEC's approval of our request for a grant extension through January 2021, an RFP for competitive selection for engineering design services is required as next steps for project development. CBW staff will be developing this solicitation.

WATER TREATMENT PLANT IMPROVEMENTS FUND

- **Water Treatment Plant Improvements.** CBW staff met with the EDA Project Manager to review the grant requirements for financial accounting and reporting purposes, as well as those requirements to ready us for developing and issuing the Request for Qualifications (RFQ) for engineering design. USDA documents have recently been received and are being shared with EDA in an attempt to obtain concurrence from EDA that USDA's required documentation will serve as the preceding design engineering documents. Once these matters are finalized between the funding agencies, we will be able to fully understand what will be required for the design solicitation. Staff had hoped to complete the RFQ for engineering design by the end of December 2019; however, it is becoming apparent that this effort will likely take longer to complete.

HARBOR FUND

- **Shoemaker Bay Harbor Replacement.** The Contractor has received a Substantial Completion letter for the original scope of work for this project. A significant amount of work on the parking lot improvements is now complete; however, the Contractor still has some storm sewer system improvements to complete. The Contractor is expected to receive and install the new boat launch boarding floats in Spring 2020.
- **Harbor Security System.** The Harbor Master spent time with a consultant, in Wrangell in early December 2019, to help identify the harbor security needs and the system that will best deliver the products and service to meet those needs. The engineer is expected to provide information that will aid staff in planning for the project and developing a competitive solicitation for the implementation of the work.

SEWER FUND

- **Reroute Node 6 Sewer Pump Station's Overflow Pipe.** Work has not yet commenced on this project.
- **Node 8 Sewer Pump Station Rehabilitation.** Work has not yet commenced on this project.

SECURE RURAL SCHOOLS FUND

- **Area-Wide Sidewalk Replacement Project – Sidewalk Repairs at the Primary School Entrance.**

Sidewalk repairs at the Primary School entrance were completed in August 2019. In order to further project development, the remainder of the high school-related sidewalk replacement

under this project will require discussions with the School District and Public Works regarding the possibility of significant traffic modifications and associated repair options.

FUTURE PROJECTS IN FUNDING PHASE / PLANNING PHASE

- **Power Diesel Generation Plant (Power Plant) Rehabilitation.** After receiving PND Engineer's 2007 structural analysis report for the Power Plant's concrete section of the building, PND Engineers, along with their electrical, mechanical and environmental engineering subconsultants, visited the site to perform an inspection and identifying as-built conditions to be able to assess options for a facility rehabilitation project.

Based on the engineers' report of the existing conditions, even given the option to demolish only the concrete section and rehabilitate the steel section, significant structural and code compliant rehabilitation would be required. Upon receiving this information, the CBW modified the scope of services with PND to eliminate a portion of the design development task originally requested of them until the CBW refines the potential alternatives for a rehabilitation project for which PND Engineers would provide a proposal for the development of a rough-order-of-magnitude concept planning cost estimates.

Prior to providing alternatives, PND needs to know what land is available for the project. The adjacent private property owner was contacted and would consider selling all property. Obviously that will be contingent upon the property owner accepting an offer from the Borough. An appraisal of the property has been ordered and is under way. Once the Borough has that information, a potential negotiation between the Borough and the property owner can begin (with Assembly approval of course).

- **Bathymetry /Photogrammetry Survey of Water Reservoirs.**

In an effort to explore survey options for our water reservoirs, we have been discussing survey ideas (single-beam versus multi-beam, LiDAR, photogrammetry, etc.) with a hydrographic geophysical land survey group, TerraSond, who have offered to develop a solutions proposal with associated cost estimates of the various types of surveys tools available to help us achieve our survey goal, which would be to identify vegetation (tree stumps) and soft sediment, for a future removal project, for the purpose of gaining storage capacity in our reservoirs.

- **Skeet Range Improvements.** Wrangell Parks & Rec, in association with the Rod and Gun Club have been collaborating to accommodate the community's request for improved engagement, education and access to shooting sports in Wrangell.

Wrangell's former skeet range is in poor condition and needs significant improvements, which would provide for the return of that space for sporting clay events. At the suggestion of the Wrangell Gun and Rod Club, the CBW recently submitted a grant to the National Rifle Association (NRA), who recently provided approximately \$14,000 for improvement to the 100-yard and 300-yard shooting ranges, for another round of grant funding opportunity to improve the skeet range.

The scope of the project includes that work necessary to reestablish and improve the skeet range, create a formal parking area and procure skeet machines for the sporting activity.

ENVIRONMENTAL REMEDIATION PROJECTS

The Alaska Department of Conservation (ADEC) has three CBW-owned properties listed as outstanding and open in their contaminated sites system. These are: 1) Former Wilcox Automotive, Hazard ID 26212; 2) Wrangell City Shop UST #3, Hazard ID # 26199; and 3) Wrangell Medical Center, UST #2 Hazard ID 26676.

Shannon & Wilson (S&W) is under contract with the CBW to provide environmental assistance with these sites. CBW and S&W met with a DEC representative to review each site and the State's requirements for further, specific monitoring and/or testing required at each site. Based on the discussion, S&W will begin developing the Work Plan for each site and expect to have it ready for CBW review by late January, anticipating a submittal to DEC soon thereafter. Following DEC approval of the Work Plans, S&W would develop a cost for the CBW's review for in-field implementation of the monitoring and/or testing plans.

There exists the opportunity to apply for a technical / cleanup grant through DEC's Brownfields Assessment and Cleanup services. Using funds from the U.S. Environmental Protection Agency (EPA), DEC assists communities by conducting environmental site assessments, limited cleanup effort, and characterization/cleanup planning. The program's objectives are to:

1. Help clarify whether an environmental problem is limiting a site's use or intended reuse or redevelopment;
2. Help identify the nature and extent of contamination;
3. Provide recommendations and estimate costs for additional assessment, if needed; and
4. When funding permits, conduct cleanup activities designed to enable reuse of a site.

In selecting projects, they look for projects that have beneficial reuse and redevelopment plans. Reuse goals can include: new construction, redevelopment using existing infrastructure, creation of recreation areas, preservation of green space, enhancement of sustainable subsistence habitat, and many others. Putting contaminated or potentially contaminated properties back into productive use can provide many environmental, social, and economic benefits to the community.

The program suggests considering properties that offer job creation, historical or cultural preservation, location for community activities or educational purposes, preservation of subsistence habitat, reuse or recycling of materials or infrastructure, cost savings to the community, or increased property values.

Staff have identified the former Wilcox Automotive property, on the corner of Front Street and Campbell Drive, as a potential property for environmental cleanup, reuse and redevelopment due to the ongoing environmental assessment of that property. Staff plan to submit an application to this program by the deadline of February 17, 2020 and will be presenting a proposed Reuse and Development Plan to the Borough Assembly for consideration and approval, to make the CBW eligible for the funding assistance. Shannon & Wilson's Work Plan task for this specific contaminated site may be expanded to assist us with application requirements.

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	January 14, 2020
	<u>Agenda Section</u>	Manager's Rept

2019 4th Quarter Dude Solutions Fleet Maintenance Report

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

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

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. 4th Qtr 2019 Dude Solutions Fleet Report

RECOMMENDATION MOTION:
None. Report only.

SUMMARY STATEMENT:
For this meeting the Manager requested a report on Fleet Maintenance from the Garage for the 4th Quarter of 2019. The auto-generated report is attached, however, it provides no helpful information. I have asked that a report be generated that is far easier to understand that shows

maintenance by vehicle, including labor hours and parts. The staff is still getting used to generating reports in the program. At the time the packet had to be released this is the best we had. We will endeavor to do better.

Summary

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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Complete
000209	Completed	Non-PM	Medium	Reactive Maintenance	Battery	Fleet	038	LIGHT & POWER	Dave Bryner Lorne Cook	08/06/2019		08/06/2019
000208	Completed	Non-PM	Medium	Preventive Maintenance	Service	Fleet	087	FIRE DEPARTMENT	Dave Bryner Lorne Cook	08/05/2019		08/05/2019
000207	Completed	Non-PM	Medium		Electrical	Fleet	086	FIRE DEPARTMENT	Dave Bryner Lorne Cook	08/05/2019		08/05/2019
000206	Completed	Non-PM	Medium		Maintenance	Fleet	082	FIRE DEPARTMENT	Dave Bryner Lorne Cook	08/05/2019		08/05/2019
000205	New Request	Non-PM	Medium		Transmission	Fleet	085	FIRE DEPARTMENT	Dave Bryner Lorne Cook	08/05/2019		
000204	Completed	Non-PM	Medium	Service	Tires	Fleet	138	PORTS & HARBORS	Dave Bryner Lorne Cook	08/02/2019		08/02/2019
000203	Completed	PM		Preventive Maintenance	Service	Fleet	085	FIRE DEPARTMENT	Dave Bryner Lorne Cook	08/02/2019	08/07/2019	08/05/2019
000202	Completed	Non-PM	High	Preventive Maintenance	Service	Fleet	085	FIRE DEPARTMENT	Dave Bryner Lorne Cook	08/02/2019		08/02/2019
000150	Completed	Non-PM	Medium		Engine	Fleet	094	FIRE DEPARTMENT	Dave Bryner Lorne Cook	07/29/2019		08/05/2019
000149	In Progress	Non-PM	Medium		Fire Suppression/Pump	Fleet	086	FIRE DEPARTMENT	Dave Bryner Lorne Cook	07/29/2019		
000148	Completed	Non-PM	Medium		Emergency Lighting	Fleet	088	FIRE DEPARTMENT	Dave Bryner Lorne Cook	07/29/2019		07/29/2019
000147	Completed	Non-PM	Medium	Reactive Maintenance	Body and Frame	Fleet	005	PUBLIC WORKS	Dave Bryner Lorne Cook	07/26/2019		07/26/2019
000145	Completed	Non-PM	Medium	Reactive Maintenance	Electrical	Fleet	065	POLICE DEPARTMENT	Dave Bryner Lorne Cook	07/25/2019		08/08/2019
000144	Completed	Non-PM	Medium	Reactive Maintenance	General Repair	Fleet	069	LIGHT & POWER	Dave Bryner Lorne Cook	07/25/2019		07/25/2019
000143	Completed	Non-PM	Medium	Service	Emergency Lighting	Fleet	086	FIRE DEPARTMENT	Dave Bryner Lorne Cook	07/23/2019		07/23/2019
000142	Completed	Non-PM	High	Service	Brakes	Fleet	026	POLICE DEPARTMENT	Dave Bryner Lorne Cook	07/23/2019		07/26/2019
000139	Closed	Non-PM	High	Inspections	Tires	Fleet	026	POLICE DEPARTMENT	Dwane Ballou	07/20/2019		
000133	Completed	Non-PM	Medium	Reactive Maintenance	Signals	Fleet	034	SANITATION/COLLISION	Dave Bryner Lorne Cook	07/11/2019		07/11/2019

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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed
000238	Completed	Non-PM	Medium	Reactive Maintenance	Lights	Fleet	093	FIRE DEPARTMENT	Dave Bryner Lorne Cook	08/30/2019		08/30/2019
000237	Completed	Non-PM	Critical	Preventive Maintenance	Battery	Fleet	081	FIRE DEPARTMENT	Dave Bryner Lorne Cook	08/30/2019		08/30/2019
000236	Completed	Non-PM	Medium		Doors	Fleet	071	POLICE DEPARTMENT	Dave Bryner Lorne Cook	08/28/2019		09/09/2019
000235	Completed	Non-PM	Medium	Reactive Maintenance	Lights	Fleet	005	PUBLIC WORKS	Dave Bryner Lorne Cook	08/28/2019		08/28/2019
000232	Completed	Non-PM	Medium	Reactive Maintenance	Hydraulic System	Fleet	108	PORTS & HARBORS	Dave Bryner Lorne Cook	08/27/2019		08/27/2019
000231	Completed	Non-PM	Medium	Preventive Maintenance	Tires	Fleet	060	PARKS & RECREATION	Dave Bryner Lorne Cook	08/22/2019		08/22/2019
000228	Completed	Non-PM	Medium	Improvements	Hydraulic System	Fleet	049	STREETS	Dave Bryner Lorne Cook	08/21/2019		08/21/2019
000227	Completed	Non-PM	Medium	Service	Engine	Fleet	072	PORTS & HARBORS	Dave Bryner Lorne Cook	08/21/2019		08/21/2019
000226	Completed	Non-PM	Medium	Service	Engine	Fleet	064	PORTS & HARBORS	Dave Bryner Lorne Cook	08/20/2019		08/20/2019
000221	Completed	Non-PM	Medium	Preventive Maintenance	Tires	Fleet	012	POLICE DEPARTMENT	Dave Bryner Lorne Cook	08/15/2019		08/15/2019
000220	Completed	Non-PM	Medium	Preventive Maintenance	Electrical	Fleet	012	POLICE DEPARTMENT	Dave Bryner Lorne Cook	08/15/2019		08/15/2019
000218	Completed	Non-PM	High	Reactive Maintenance	Fire Suppression/Pump	Fleet	085	FIRE DEPARTMENT	Dave Bryner Lorne Cook	08/15/2019		08/15/2019
000217	Completed	Non-PM	Medium	Reactive Maintenance	General Repair	Fleet	005	PUBLIC WORKS	Dave Bryner Lorne Cook	08/14/2019		08/15/2019
000215	Completed	Non-PM	Medium	Preventive Maintenance	Service	Fleet	109	FACILITIES MAINTENANCE	Dave Bryner Lorne Cook	08/13/2019		08/13/2019
000214	Completed	Non-PM	Medium	Reactive Maintenance	Engine	Fleet	011	FACILITIES MAINTENANCE	Dave Bryner Lorne Cook	08/13/2019		08/13/2019
000213	Completed	Non-PM	Medium	Reactive Maintenance	Cooling System	Fleet	086	FIRE DEPARTMENT	Dave Bryner Lorne Cook	08/12/2019		08/14/2019
000212	Completed	Non-PM	High	Reactive Maintenance	Maintenance	Fleet	078	STREETS	Dave Bryner Lorne Cook	08/08/2019		08/08/2019

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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed
000328	Completed	Non-PM	Medium	Reactive Maintenance	Hydraulic System	Fleet	035	SANITATION/COLLISION	Dave Bryner Lorne Cook	09/25/2019		09/25/2019
000327	Completed	Non-PM	Medium	Reactive Maintenance	Lights	Fleet	026	POLICE DEPARTMENT	Dave Bryner Lorne Cook	09/25/2019		09/25/2019
000326	Completed	Non-PM	Medium	Preventive Maintenance	Engine	Fleet	58(1)	PARKS & RECREATION	Dave Bryner Lorne Cook	09/25/2019		09/25/2019
000325	Completed	Non-PM	Medium	Service	Engine	Fleet	029	POLICE DEPARTMENT	Dave Bryner Lorne Cook	09/25/2019		09/26/2019
000309	Completed	Non-PM	Medium	Service	General Repair	Fleet	005	PUBLIC WORKS	Dave Bryner Lorne Cook	09/17/2019		09/17/2019
000308	Completed	Non-PM	Medium	Service	Engine	Fleet	018	PUBLIC WORKS	Dave Bryner Lorne Cook	09/17/2019		09/17/2019
000307	Completed	Non-PM	High		Transmission	Fleet	081	FIRE DEPARTMENT	Dave Bryner Lorne Cook	09/16/2019		09/17/2019
000306	Completed	Non-PM	Medium		Engine	Fleet	094	FIRE DEPARTMENT	Dave Bryner Lorne Cook	09/13/2019		09/13/2019
000304	Completed	Non-PM	Medium	Reactive Maintenance	Body and Frame	Fleet	005	PUBLIC WORKS	Dave Bryner Lorne Cook	09/11/2019		09/11/2019
000303	Completed	Non-PM	Medium	Preventive Maintenance	Hydraulic System	Fleet	108	PORTS & HARBORS	Dave Bryner Lorne Cook	09/10/2019		09/10/2019
000302	Completed	Non-PM	Medium	Reactive Maintenance	Doors	Fleet	050	STREETS	Dave Bryner Lorne Cook	09/10/2019		09/10/2019
000301	Completed	Non-PM	Medium	Reactive Maintenance	Tires	Fleet	081	FIRE DEPARTMENT	Dave Bryner Lorne Cook	09/09/2019		09/10/2019
000300	Completed	Non-PM	Medium	Reactive Maintenance	General Repair	Fleet	58-2	PARKS & RECREATION	Dave Bryner Lorne Cook	09/06/2019		09/06/2019
000299	Completed	Non-PM	Medium	Reactive Maintenance	Battery	Fleet	081	FIRE DEPARTMENT	Dave Bryner Lorne Cook	09/06/2019		09/06/2019
000298	Completed	Non-PM	Medium	Preventive Maintenance	Service	Fleet	026	POLICE DEPARTMENT	Dave Bryner Lorne Cook	09/06/2019		09/11/2019
000296	Completed	Non-PM	Medium	Improvements	Maintenance	Fleet	005	PUBLIC WORKS	Dave Bryner Lorne Cook	09/04/2019		09/04/2019
000292	Completed	Non-PM	Medium	Preventive Maintenance	Service	Fleet	014	WASTE WATER	Dave Bryner Lorne Cook	09/03/2019		09/03/2019
000291	Completed	Non-PM	Medium	Preventive Maintenance	Service	Fleet	001	PORTS & HARBORS	Dave Bryner Lorne Cook	09/03/2019		09/03/2019
000239	Completed	Non-PM	Medium	Preventive Maintenance	Service	Fleet	015	STREETS	Dave Bryner Lorne Cook	08/30/2019		08/30/2019

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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Complete
000439	Completed	Non-PM	Critical	Reactive Maintenance	Electrical	Fleet	038	LIGHT & POWER	Dave Bryner Lorne Cook	10/23/2019		10/29/2019
000438	Completed	Non-PM	Critical	Reactive Maintenance	Engine	Fleet	069	LIGHT & POWER	Dave Bryner Lorne Cook	10/23/2019		11/12/2019
000437	Completed	Non-PM	Critical	Reactive Maintenance	Lights	Fleet	028	LIGHT & POWER	Dave Bryner Lorne Cook	10/23/2019		10/24/2019
000436	Completed	Non-PM	High	Reactive Maintenance	Transmission	Fleet	020	LIGHT & POWER	Dave Bryner Lorne Cook	10/23/2019		10/29/2019
000434	Completed	Non-PM	Medium	Reactive Maintenance	Body and Frame	Fleet	050	STREET S	Dave Bryner Lorne Cook	10/22/2019		10/22/2019
000433	Completed	Non-PM	Medium	Reactive Maintenance	Hydraulic System	Fleet	043	STREET S	Dave Bryner Lorne Cook	10/22/2019		10/22/2019
000432	Completed	Non-PM	Medium	Reactive Maintenance	Tires	Fleet	050	STREET S	Dave Bryner Lorne Cook	10/21/2019		10/21/2019
000430	Completed	Non-PM	Medium	Preventive Maintenance	Service	Fleet	108	PORTS & HARBOR S	Dave Bryner Lorne Cook	10/21/2019		10/21/2019
000419	Completed	Non-PM	Medium	Reactive Maintenance	Windows	Fleet	025	POLICE DEPARTMENT	Dave Bryner Lorne Cook	10/17/2019		10/17/2019
000416	Completed	Non-PM	Medium		Service	Fleet	012	POLICE DEPARTMENT	Dave Bryner Lorne Cook	10/16/2019		10/17/2019
000415	Completed	Non-PM	Medium	Improvements	Hydraulic System	Fleet	043	STREET S	Dave Bryner Lorne Cook	10/15/2019		10/15/2019
000413	Completed	Non-PM	Medium	Preventive Maintenance	Service	Fleet	025	POLICE DEPARTMENT	Dave Bryner Lorne Cook	10/14/2019		10/14/2019
000412	Completed	Non-PM	Medium	Reactive Maintenance	Electrical	Fleet	024	PARKS & RECREATION	Dave Bryner Lorne Cook	10/14/2019		10/14/2019
000390	Completed	Non-PM	Medium		Brakes	Fleet	071	POLICE DEPARTMENT	Dave Bryner Lorne Cook	10/02/2019		11/04/2019
000389	Completed	Non-PM	Medium	Preventive Maintenance	Service	Fleet	002	GARAGE	Dave Bryner Lorne Cook	10/01/2019		10/01/2019
000338	Completed	Non-PM	Medium	Reactive Maintenance	Engine	Fleet	043	STREET S	Dave Bryner Lorne Cook	09/30/2019		09/30/2019
000331	Completed	Non-PM	Medium	Reactive Maintenance	Battery	Fleet	081	FIRE DEPARTMENT	Dave Bryner Lorne Cook	09/25/2019		09/25/2019
000330	Completed	Non-PM	Medium	Reactive Maintenance	Engine	Fleet	042	STREET S	Dave Bryner Lorne Cook	09/25/2019		09/25/2019

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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed
000556	Completed	Non-PM	High	Reactive Maintenance	Electrical	Fleet	077	LIGHT & POWER	Dave Bryner Lorne Cook	11/18/2019		11/22/2019
000546	Completed	Non-PM	High		Fire Suppression/Pump	Fleet	085	FIRE DEPARTMENT	Dave Bryner Lorne Cook	11/14/2019		11/20/2019
000545	Parts on Order	Non-PM	Medium	Reactive Maintenance	Suspension	Fleet	081	FIRE DEPARTMENT	Dave Bryner Lorne Cook	11/14/2019		
000535	Completed	Non-PM	Medium	Reactive Maintenance	Steering	Fleet	010	FACILITIES MAINTENANCE	Dave Bryner Lorne Cook	11/08/2019		11/18/2019
000534	Completed	Non-PM	Medium	Reactive Maintenance	Suspension	Fleet	011	FACILITIES MAINTENANCE	Dave Bryner Lorne Cook	11/08/2019		11/22/2019
000533	Completed	Non-PM	Medium	Service	Engine	Fleet	011	FACILITIES MAINTENANCE	Dave Bryner Lorne Cook	11/08/2019		11/08/2019
000532	Completed	Non-PM	Medium	Improvements	Improvement	Fleet	010	FACILITIES MAINTENANCE	Dave Bryner Lorne Cook	11/07/2019	11/22/2019	11/20/2019
000528	Completed	Non-PM	Medium	Reactive Maintenance	Air System	Fleet	087	FIRE DEPARTMENT	Dave Bryner Lorne Cook	11/06/2019		11/07/2019
000526	Completed	Non-PM	Critical		Brakes	Fleet	028	LIGHT & POWER	Dave Bryner Lorne Cook	11/05/2019		11/07/2019
000523	Completed	Non-PM	Medium	Reactive Maintenance	Lights	Fleet	072	PORTS & HARBORS	Dave Bryner Lorne Cook	11/04/2019		11/04/2019
000455	Completed	Non-PM	Medium	Reactive Maintenance	Engine	Fleet	079	PORTS & HARBORS	Dave Bryner Lorne Cook	10/30/2019		10/30/2019
000454	Completed	Non-PM	Medium	Reactive Maintenance	Engine	Fleet	123	FACILITIES MAINTENANCE	Dave Bryner Lorne Cook	10/30/2019		10/30/2019
000452	Completed	Non-PM	Medium	Reactive Maintenance	Cooling System	Fleet	043	STREETS	Dave Bryner Lorne Cook	10/29/2019		10/29/2019
000442	Completed	Non-PM	Medium	Reactive Maintenance	Tires	Fleet	043	STREETS	Dave Bryner Lorne Cook	10/24/2019		10/24/2019
000441	Completed	Non-PM	Medium	Reactive Maintenance	Dashboard Warning Light	Fleet	077	LIGHT & POWER	Dave Bryner Lorne Cook	10/24/2019		10/24/2019
000440	Completed	Non-PM	Medium	Reactive Maintenance	Lights	Fleet	017	STREETS	Dave Bryner Lorne Cook	10/24/2019		10/24/2019

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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed
000721	Completed	Non-PM	Medium	Reactive Maintenance	Engine	Fleet	085	FIRE DEPARTMENT	Dave Bryner Lorne Cook	12/30/2019		12/30/2019
000718	New Request	Non-PM	Medium		Suspension	Fleet	092	FIRE DEPARTMENT	Dave Bryner Lorne Cook	12/30/2019		
000709	Completed	Non-PM	Medium	Preventive Maintenance	Fire Suppression/Pump	Fleet		FIRE DEPARTMENT	Dave Bryner Lorne Cook	12/27/2019		12/31/2019
000708	New Request	Non-PM	Medium		Maintenance	Fleet	071	POLICE DEPARTMENT	Dave Bryner Lorne Cook	12/26/2019		
000707	Completed	Non-PM	Medium	Preventive Maintenance	Service	Fleet	016	LIGHT & POWER	Dave Bryner Lorne Cook	12/26/2019		12/26/2019
000691	Completed	Non-PM	Medium	Reactive Maintenance	Suspension	Fleet	072	PORTS & HARBORS	Dave Bryner Lorne Cook	12/19/2019		12/19/2019
000679	Completed	Non-PM	Medium	Preventive Maintenance	Lights	Fleet	079	PORTS & HARBORS	Dave Bryner Lorne Cook	12/13/2019		12/26/2019
000678	Completed	Non-PM	Medium		Cleaning	Fleet	070	PORTS & HARBORS	Dave Bryner Lorne Cook	12/13/2019		12/13/2019
000674	Completed	Non-PM	High	Reactive Maintenance	Air System	Fleet	021	POLICE DEPARTMENT	Dave Bryner Lorne Cook	12/10/2019		12/13/2019
000665	Completed	Non-PM	Medium	Preventive Maintenance	Service	Fleet	019	POLICE DEPARTMENT	Dave Bryner Lorne Cook	12/04/2019		12/04/2019
000664	Completed	Non-PM	Medium	Improvements	Maintenance	Fleet	010	FACILITIES MAINTENANCE	Dave Bryner Lorne Cook	12/03/2019		12/03/2019
000577	Completed	Non-PM	Medium	Reactive Maintenance	Dashboard Warning Light	Fleet	026	POLICE DEPARTMENT	Dave Bryner Lorne Cook	11/27/2019		12/10/2019
000576	Completed	Non-PM	Medium	Reactive Maintenance	Air System	Fleet	094	FIRE DEPARTMENT	Dave Bryner Lorne Cook	11/26/2019		11/26/2019
000565	Completed	Non-PM	Medium	Reactive Maintenance	Brakes	Fleet	034	SANITATION/COLLECTION	Dave Bryner Lorne Cook	11/22/2019		11/22/2019
000564	Completed	Non-PM	Medium	Reactive Maintenance	Electrical	Fleet	072	PORTS & HARBORS	Dave Bryner Lorne Cook	11/22/2019		11/22/2019
000562	Completed	Non-PM	Medium	Reactive Maintenance	Maintenance	Fleet	023	PUBLIC WORKS	Dave Bryner Lorne Cook	11/22/2019	11/22/2019	11/22/2019
000561	Completed	Non-PM	Medium	Improvements	Tires	Fleet	042	STREETS	Dave Bryner Lorne Cook	11/20/2019		11/20/2019
000557	Completed	Non-PM	High	Reactive Maintenance	General Repair	Fleet	016	LIGHT & POWER	Dave Bryner Lorne Cook	11/18/2019		11/20/2019

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Work Order #	WO Status	Origin	Priority	Work Type	Work Category	Site	Source Asset	Source Location	Assigned To	Originated	Expected	Completed
000132	Completed	Non-PM	High	Preventive Maintenance	Engine	Fleet	028	LIGHT & POWER	Dave Bryner Lorne Cook	07/08/2019		07/08/2019
000131	Completed	Non-PM	Medium	Reactive Maintenance	Breakdown	Fleet	050	STREET S	Dave Bryner Lorne Cook	07/08/2019		07/08/2019
000130	Completed	Non-PM	High	Reactive Maintenance	Engine	Fleet	026	POLICE DEPARTMENT	Dave Bryner Lorne Cook	07/08/2019		07/08/2019

Records Selected: 109

Report Parameters

Filter:

Search:

Advanced Filters: [Site] Equals 'Fleet'

Tags:

Active/Completed

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Work Order Summary - PM WOs:

# of Active Late WOs	0
# of Active On-Time WOs	0
Total # of Active WOs	0
# of Completed Late WOs	0
# of Completed On-Time WOs	1
Total # of Completed WOs	1
Percent of Active PM WOs	0.00%

Work Order Summary - Non-PM WOs:

# of Active Late WOs	0
# of Active On-Time WOs	2
Total # of Active WOs	2
# of Completed Late WOs	1
# of Completed On-Time WOs	101
Total # of Completed WOs	102
Percent of Active Non-PM WOs	1.92%

Report Parameters

Filter:

Search:

Advanced Filters: [Site] Equals 'Fleet'

Tags:

MEMORANDUM

**TO: HONORABLE MAYOR AND MEMBERS OF THE ASSEMBLY
CITY AND BOROUGH OF WRANGELL**

**FROM: MS. CAROL RUSHMORE
ECONOMIC DEVELOPMENT DIRECTOR**

SUBJECT: Department Report

DATE: January 3, 2020

UPDATES:Hazard Mitigation Plan:

Having not heard back from AECOM since early November when I last inquired and was told AECOM had submitted the plan to FEMA for review, staff contacted them for another update. AECOM received comments back from the State after FEMA's review on 11/14. AECOM is updating the plan with the FEMA review sheets. There were several elements that FEMA suggested be revised to improve the plan to reach Approved Pending Adoption (APA) status. AECOM hopes to return the revised plan to the State by the end of next week and expects the plan at that point to be in APA status. Plan review by FEMA regional personnel (~45 days), the plan is then listed as Approved Pending Adoption (APA) (in process). This APA plan is sent back to local government for adoption by the Assembly, and hopefully the Wrangell Cooperative Association. Once the Borough Assembly adopts the plan, that document is sent to the State/FEMA for a final approval letter. That starts the 5-year clock until the next revision of the mitigation plan is due.

CENSUS Count Committee:

Contacting organizations for an initial meeting just after the New Year to discuss education and promotion of the upcoming CENSUS. City received a \$250 grant to help fund an awareness campaign. Calendars and information will start being posted around town to get the word out... why it is important, how to respond, and to make sure hard to count individuals (young, elderly, remote) are counted!

Tourism Best Management Practices (TBMP):

During the Alaska Travel Industry Association annual convention in Juneau, one of the key topics of discussion was the TBMP program that Juneau established over 20 years ago to try and minimize conflicts between cruise ships and tours with the public. A voluntary cooperative program with established best practices has been developed and implemented over the years. Best practices have been developed to address transportation issues, marine boating issues, specific geographical sub areas, walking tours, etc. A method for the public to be able to call/email to complain about something that might have happened is established with a response process. Complaints are monitored and through an established process, the issue is looked into and the complainant will be contacted with follow up information.

The CVB decided they felt it was important to establish a similar program in Wrangell. They have held a couple of work sessions to establish some guidelines in areas they perceive as having

potential conflicts. Once they can get an initial draft document together, they plan on holding several public meetings as public input, education and support will be critical in the development of the document and success of the program.

USFS Draft EIS Road Rule:

The CVB and The Economic Development Committee met developing some approved and draft comments for Assembly consideration. A letter was submitted based on Assembly approval and comments by the Dec. 14 deadline.

Alaska Media Roadshow:

Carol Rushmore and Petersburg city staff Liz Cabrera attended jointly the Alaska Media Roadshow in October to pitch both communities as part of Alaska’s Rainforest Islands. We met with 22 travel writers, of which 18 were interested in story opportunities from our area. We have been working to get our responses out and story ideas and will continue with follow up over winter and spring.

PZ annual report:

The Planning and Zoning Commission, in 2019, reviewed 12 Variance requests, 10 Conditional Use permits; 4 subdivisions; 3 rezoning requests; and 13 other land use issues, encroachment permits, code change discussions etc. They are continuing to work on zoning for the Institute property and will reengage addressing the zoning for the selected entitlement lands. In addition, to some needed code changes, the Commission will also begin internal review of the Comprehensive Plan which will be ten years old in 2020 and in need of updates.

Tourism:

The Community tourism meeting was held in December with approximately 40 people attending. There were a few concerns brought up by individuals not in the industry – mostly involving 4th of July access and crowds. At this time, any ships that will be in port July 3rd and 4th will anchor offshore and lighter passengers to shore so that the 4th of July activities on City dock can be held as they always have. Security approval for use of Heritage Harbor and Inner Harbor floats for lightering is underway.

Branding:

Community Branding effort, from a tourism marketing perspective, was discussed by the CVB in November and December. At the December Community meeting, the effort was brought up by CVB members as another means to help promote the community by identifying who Wrangell is, what makes the community unique. There was also some discussion about a branding effort for the community overall, from which tourism or economic development or chamber promotions can all utilize for promoting the community as one voice.

CAPSIS:

This is the database of projects that is submitted annually to the State Legislature. Staff have been working with Department Heads on projects for submittal to CAPSIS but which also will be included in the CIP list to be presented. CAPSIS projects are due Feb 14.

TRAVEL REPORT for November and December 2019

Name	Position	Purpose	Location	Dates	Transportation	Car Rental	Accommodations	Per Diem	Registration	Other	Total
Carol Rushmore	Economic Dev. Dir	AML	Anchorage	Nov 18-22	\$586.61	\$163.52	\$470.40	\$225.00	\$350.00	\$ -	\$ 1,795.53
Kim Lane	Clerk	AAMC	Anchorage	Nov 15-21	\$ 536.00	\$ 143.06	\$ 739.20	\$325.00	\$525.00	\$ -	\$ 2,268.26
Mya DeLong	Assembly	AML	Anchorage	Nov 19-22	\$ 466.60	\$ -	\$ 315.00	\$175.00	\$300.00	\$ -	\$ 1,256.60
Anne Morrison	Assembly	AML	Anchorage	Nov 19-23	\$ 466.60	\$ -	\$ 438.60	\$175.00	\$300.00	\$ -	\$ 1,380.20
Lisa Von Bargaen	Manager	AMMA/AML	Anchorage	Nov 16-22	\$ 586.60	\$ -	\$ 823.20	\$230.00	\$525.00	\$ -	\$ 2,164.80
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MEMORANDUM

**TO: HONORABLE MAYOR AND MEMBERS OF THE ASSEMBLY
CITY AND BOROUGH OF WRANGELL
LISA VON BARGEN, CITY MANAGER**

**FROM: ALEISHA MOLLEN
ACCOUNTING GENERALIST**

**SUBJECT: CHANGES TO THE FMCSA CLEARINGHOUSE AND RANDOM DRUG
TESTING REQUIREMENTS FOR CDL HOLDERS**

DATE: JANUARY 7, 2020

Effective January 6, 2020, there have been some changes to the random drug testing requirements for CDL holders and the requirements for the FMCSA (Federal Motor Carrier Safety Administration) Clearinghouse.

The first change is in regards to the Clearinghouse and queries for drug and alcohol violations. Beginning January 6, 2020, we will be required to do a limited query on every CDL-licensed driver in our employ on an annual basis. This query will check for the presence of violation information on that driver's record. We will be required to obtain a consent form from employees prior to the query and maintain that on file. This query will also be done during the pre-employment phase for prospective employees who hold a CDL. The cost for this is \$1.25 per query. If anything comes up in the limited query, we will need to do a full query with electronic consent at another charge of \$1.25 each. We are beginning the process of obtaining the consents. This will be a small charge annually to the City & Borough.

The other change is regarding the random drug test sampling. Currently, we do samplings quarterly and each quarter 25% of the eligible population are subject to a random drug test. Our third party administrator, Beacon, receives the census, chooses the random sample, and returns that to me for administration. We currently only include those employees required by DOT, i.e. CDL holders. In 2019, this totaled a cost of \$1,415 (including one post-accident testing). Beginning in 2020, the federal requirement is now 50%. This will double our costs for random drug testing. The alcohol testing portion is remaining at 10% and is done by our Police Department. Should we have any post-accident testing or choose to include all safety-sensitive positions for random testing, we would then see increased rates as well.

Thank you for your time and I would be happy to answer any questions that you have.

MEMORANDUM

**TO: HONORABLE MAYOR AND MEMBERS OF THE ASSEMBLY
CITY AND BOROUGH OF WRANGELL
LISA VON BARGEN, CITY MANAGER**

**FROM: ALEISHA MOLLEN
ACCOUNTING GENERALIST**

SUBJECT: ANNUAL OSHA REPORT AND COMPARISON FOR 2018

DATE: JANUARY 8, 2020

The Annual OSHA report (due 2/1/2020) was filed on January 7th for Worker's Compensation claims in 2019. For 2019, we had only 7 workers comp claims and no missed days from work due to these claims.

For comparison purposes, in 2018, we had 14 claims, 4 of which resulted in missed days for a total of 12 days missed. One of the cases in 2018 resulted in a hospital admission as well.

CLERK'S FILE

SUBMITTED BY:

Kim Lane, Borough Clerk

Upcoming Meeting/Informational dates:

- 1-22 Community Work Session with USFS on Forest Land and Management Plan
- 1-28 Regular Borough Assembly meeting at 6pm in the Assembly Chambers

SEAPA Board Retreat in Seattle on February 21st and 22nd, 2020

Southeast Conference – Juneau (Feb 4-5, 2020)

Mayor Prysunka and possibly Assembly Member Decker will be attending.



Annual Records Transfer & Destruction!!

We have successfully completed our annual records transfer and destruction. We have set for destruction, 16 boxes and for transfer, 24 boxes. Thank you to Rolland and the Public Works Crew for their continued assistance in this process!



The issue —
not the person

is always what is
under consideration.

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	January 14, 2020
	<u>Agenda Section</u>	11

ORDINANCE NO. 965 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER 15.12, ELECTRICITY, BY ADDING SECTION 15.12.193 RATE STABILIZATION *(third reading)*

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

Expenditure Required: \$XXX Total		
FY 19: \$	FY 20: \$	FY21: \$
Amount Budgeted:		
	FY19 \$XXX	
Account Number(s):		
	XXXXXX XXX XXXX	
Account Name(s):		
	Enter Text Here	
Unencumbered Balance(s) (prior to expenditure):		
	\$XXX	

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Ordinance No. 965 – Version 1-14-2020; 2. Ordinance No. 965 – Version 7-23-2019; 3. Original Ordinance No. 965 – Version 6-23-19; 4. WMC Section 15. 12.190

Procedure: Mayor Prysunka shall declare the Public Hearing open. The Mayor shall ask if there is any administrative report on the Public Hearing Item. Clerk shall retrieve the list of those who signed up to speak. When the item comes up, Persons on the list will be called by the Mayor to speak in the order in which they signed up for the Public Hearing Agenda Item.

Mayor Prysunka shall declare the Public Hearing closed before the Assembly takes action on the item.

Once the Public Hearing has CLOSED, Mayor shall say “I will now entertain a motion”

RECOMMENDED MOTION AFTER PUBLIC HEARING IS CLOSED:
Move to approve Third reading of Ordinance No. 965 with Amendments.

SUMMARY STATEMENT:

There was significant concern raised at the July 23rd meeting regarding the amount to which the fund would be allowed to grow. Additionally, the Assembly requested financial information to make decisions. Below is what staff hopes is a sufficient summary.

- The net cost of an annual (two-week) diesel maintenance run is between \$65,000-\$75,000.
- This results in a 3 cent to 3.5 cent per kilowatt hour increase for the month of the diesel run.
- The one time diesel run cost increase for that month is as follows:
 - 1,000 kw = \$30
 - 2,000 kw = \$60
 - 3,000 kw = \$90
 - 5,000 kw = \$150
- To equalize the cost to a rate payer over a calendar year, instead of absorbing the cost in one month the increase is \$.0025 per kw hour (based on the average of total kw hours sold over the past five years).
- The five year average of total kw hours sold is 37,789,612
- $37,789,612 \times \$0.0025 = \$94,474$
- This amount covers the cost of the annual diesel run and allows for \$20,000-\$30,000 annually to be deposited into the Rate Stabilization Fund
- Administration is recommending the fund be capped (by ordinance) at \$500,000. This language has been added to the newest version of the ordinance.
- If a \$.0025 per kw hour Rate Stabilization Surcharge is added to the electric rate, the Rate Stabilization Fund would grow from the initial investment of \$250,000 to \$500,000 in 8-12.5 years, depending on the cost of the annual diesel run.
- Administration is recommending a \$500,000 cap as that is the amount that would cover an unexpected diesel campaign like we had in early 2019 and still leave enough in the Fund to cover the annual maintenance run as well.

The newest version on the ordinance attached adds a section with the cap and provides for the Assembly to lower the cap by resolution at any time. The newest version of the ordinance accepted all of the proposed amendments presented at the last meeting – roughly six months ago. All three versions of the ordinance are attached (June 2019, July 2019, and January 2020).

As a reminder, the Ordinance only provides the Assembly with the provision to enact a rate stabilization increase. Any rate change will have for this purpose will have to be set by resolution, annually. The Assembly can choose to begin with zero surcharge if desired and pull any off-set money from the initial seed money investment from the Electric Fund Reserves, which will be \$250,000.

The remainder of the agenda statement remains unchanged from the July 23rd meeting.

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The Assembly discussed this ordinance at first reading on June 23<sup>rd</sup>. There was a request for some modifications. Staff has incorporated recommended changes into draft ordinance, but discussion of some elements is required. As such, staff anticipates the Assembly making amendments to what is presented here. That will require a third reading and public hearing of the ordinance at the August 27<sup>th</sup> meeting.

- 1. Section E. Ongoing Funding. The Assembly requested language to allow for more than one revision in the fiscal year if necessary. In this section two amendments are suggested. First, in the first year of the fund the Assembly may set the rate stabilization amount later than July 31<sup>st</sup>. This is because we won't have the ordinance finalized by July 31<sup>st</sup> of this year. Second, a sentence was added allowing for additional rate stabilization amendments to be made in a fiscal year.
- 2. Section A. Establishment. The extraneous word "source" was removed from the section.
- 3. Section D. Offset Amount. There are a few changes in this section. The first requires the Assembly to pass a resolution establishing an offset amount before the next billing cycle where diesel power generation was used in a previous billing cycle. This makes the section match the existing Section of the Municipal Code (15.12.190 Rate Adjustment) related to existing diesel fuel surcharges. This is the section we need to discuss in detail. The offset amount was changed also to factor in all additional costs to the borough to operate diesel powered generation. To be clear, staff anticipates an offset resolution would be passed following each diesel run.
- 4. Assembly member Gilbert also suggested the term "light department" be changed to "electric department" or "utility." In Section 15.12.190 the department is referred to as light department. Does the Assembly want to see the reference changed in the ordinance and the existing section of the code?

The original ordinance is attached, along with a version that includes track changes showing the new language. Section 15.12.190 is also attached for reference.

Staff looks forward to the discussion with the Assembly.

The remainder of the agenda statement remains unchanged from the June 23<sup>rd</sup> meeting.

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During the Budget work sessions, the Assembly requested a Rate Stabilization Fund be created in the Electric Fund. The purpose of the stabilization fund is to help level the increased cost of power to the rate payers in the event diesels runs are required. The fund will be used to reduce or eliminate the need for diesel surcharges to rate payers following/during extended diesel campaigns. The fund will be established with a proposed transfer of \$250,000 from Electric Reserves. A small rate increase acting as a surcharge will be applied to each kilowatt hour. This surcharge revenue will go into the stabilization fund to grow to the fund to a sufficient level. Annually, the Assembly will

establish the surcharge amount by resolution. That way the surcharge can be increased or decreased based on the health of the fund.

The attached ordinance establishes the fund in code. The ordinance was developed with the assistance of the attorneys. If the ordinance moves on to second reading an accompanying resolution will be brought before the Assembly at the next meeting to establish the surcharge rate at the same time the ordinance passes second reading.

CITY AND BOROUGH OF WRANGELL, ALASKA
ORDINANCE NO. 965

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND
BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER
15.12, ELECTRICITY, BY ADDING 15.12.193 RATE STABILIZATION

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. Action. The purpose of this ordinance is to add a new Section, 15.12.193, titled Rate Stabilization, to Chapter 15.12 of the Wrangell Municipal Code.

SEC. 2. Amendment. Chapter 15.12, Electricity, of the Wrangell Municipal Code is hereby amended to include a new Section 15.12.193, Rate Stabilization:

15.12.193 Rate Stabilization.

A. Establishment. A Rate Stabilization Fund is hereby established within the borough light department to create better certainty for ratepayers under Schedule A, Schedule B, Schedule C, and those receiving shore service.

B. Initial Funding. The Rate Stabilization Fund shall initially be seeded with funds from the Utility Reserve Fund, in the amount of \$250,000.00.

C. Purpose. Available capital from this Rate Stabilization Fund shall be used to offset the increased cost of energy for ratepayers under Schedule A, Schedule B, Schedule C, and those receiving shore service, during billing months when the fuel surcharge is in effect.

D. Offset Amount. The Assembly shall approve any offset amount by resolution. Such resolution shall be passed prior to the current billing period in which diesel fuel was used in the previous billing cycle. In establishing the offset amount, the Assembly shall consider the total actual available fund value, the actual additional costs to the borough during any period diesel fuel is used to generate power to ensure continuity of service to ratepayers, and the number of actual ratepayers during any period when diesel fuel is used to generate power for such purpose.

E. Ongoing Funding. A per kilowatt hour rate stabilization surcharge shall be assessed against ratepayers under Schedule A, Schedule B, Schedule C, and those receiving shore service. Funds collected under the rate stabilization surcharge shall be invested or held in a rate stabilization fund. Except the year in which the rate stabilization surcharge is created, annually, on or before July 31, the Assembly shall by resolution determine the per kilowatt hour surcharge. The Assembly may amend the surcharge by subsequent resolutions within the same fiscal year.

F. Fund Cap. The Rate Stabilization Fund will be capped at \$500,000.00. By resolution at any time the Assembly may set a lower cap.

SEC. 4. Classification. This ordinance is of a permanent nature and shall be codified in the Wrangell Municipal Code.

SEC. 5. Effective Date. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: June 25, 2019

PASSED IN SECOND READING: July 23, 2019

PASSED IN THIRD READING: _____, 2019

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

CITY AND BOROUGH OF WRANGELL, ALASKA
ORDINANCE NO. 965

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND
BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER
15.12, ELECTRICITY, BY ADDING 15.12.193 RATE STABILIZATION

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. Action. The purpose of this ordinance is to add a new Section, 15.12.193, titled Rate Stabilization, to Chapter 15.12 of the Wrangell Municipal Code.

SEC. 2. Amendment. Chapter 15.12, Electricity, of the Wrangell Municipal Code is hereby amended to include a new Section 15.12.193, Rate Stabilization:

15.12.193 Rate Stabilization.

A. Establishment. A Rate ~~Source~~-Stabilization Fund is hereby established within the borough light department to create better certainty for ratepayers under Schedule A, Schedule B, Schedule C, and those receiving shore service.

B. Initial Funding. The Rate Stabilization Fund shall initially be seeded with funds from the Utility Reserve Fund, in the amount of \$250,000.00.

C. Purpose. Available capital from this Rate Stabilization Fund shall be used to offset the increased cost of energy for ratepayers under Schedule A, Schedule B, Schedule C, and those receiving shore service, during billing months when the fuel surcharge is in effect.

D. Offset Amount. The Assembly shall approve any offset amount by resolution. Such resolution shall be passed prior to the current billing period in which diesel fuel was used in the previous billing cycle. In establishing the offset amount, the Assembly shall consider the total actual available fund value, the actual additional costs to the borough ~~for~~ during any period ~~diesel fuel~~ diesel fuel is used to generate power ~~necessary~~ to ensure continuity of service to ratepayers, and the number of actual ratepayers during any period when ~~diesel~~-diesel fuel is used to generate power was used for such purpose., and the likely costs of diesel fuel for the upcoming fiscal year.

E. Ongoing Funding. A per kilowatt hour rate stabilization surcharge shall be assessed against ratepayers under Schedule A, Schedule B, Schedule C, and those receiving shore service. Funds collected under the rate stabilization surcharge shall be invested or held in a rate stabilization fund. Except the year in which the rate stabilization surcharge is created, aAnnually, on or before July 31, the Assembly shall by resolution determine the per kilowatt hour surcharge. The Assembly may amend the surcharge by subsequent resolutions within the same fiscal year.

SEC. 4. Classification. This ordinance is of a permanent nature and shall be codified in the Wrangell Municipal Code.

SEC. 5. Effective Date. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: June 25, 2019

PASSED IN SECOND READING: July 23, 2019

PASSED IN THIRD READING: _____, 2019

Stephen Prysunka, Mayor

ATTEST: _____

Kim Lane, Borough Clerk

CITY AND BOROUGH OF WRANGELL, ALASKA
ORDINANCE NO. 965

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND
BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER
15.12, ELECTRICITY, BY ADDING 15.12.193 RATE STABILIZATION

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. Action. The purpose of this ordinance is to add a new Section, 15.12.193,
titled Rate Stabilization, to Chapter 15.12 of the Wrangell Municipal Code.

SEC. 2. Amendment. Chapter 15.12, Electricity, of the Wrangell Municipal Code is
hereby amended to include a new Section 15.12.193, Rate Stabilization:

15.12.193 Rate Stabilization.

A. Establishment. A Rate Source Stabilization Fund is hereby established within the borough light
department to create better certainty for ratepayers under Schedule A, Schedule B, Schedule C,
and those receiving shore service.

B. Initial Funding. The Rate Stabilization Fund shall initially be seeded with funds from the Utility
Reserve Fund, in the amount of \$250,000.00.

C. Purpose. Available capital from this Rate Stabilization Fund shall be used to offset the increased
cost of energy for ratepayers under Schedule A, Schedule B, Schedule C, and those receiving shore
service, during billing months when the fuel surcharge is in effect.

D. Offset Amount. The Assembly shall approve any offset amount by resolution. In establishing
the offset amount, the Assembly shall consider the total actual available fund value, the actual
costs to the borough for any diesel fuel necessary to ensure continuity of service to ratepayers, the
number of actual ratepayers during any period when diesel was used for such purpose, and the
likely costs of diesel fuel for the upcoming fiscal year.

E. Ongoing Funding. A per kilowatt hour rate stabilization surcharge shall be assessed against
ratepayers under Schedule A, Schedule B, Schedule C, and those receiving shore service. Funds

collected under the rate stabilization surcharge shall be invested or held in a rate stabilization fund. Annually, on or before July 31, the Assembly shall by resolution determine the per kilowatt hour surcharge.

SEC. 4. Classification. This ordinance is of a permanent nature and shall be codified in the Wrangell Municipal Code.

SEC. 5. Effective Date. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: June 25, 2019

PASSED IN SECOND READING: _____, 2019

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

15.12.190 Fuel adjustment charge.

A. In addition to the charges and rates set forth in this chapter, there shall be a fuel surcharge applied to the kilowatt hour sales of electrical energy whenever diesel fuel is used to generate electrical energy during the billing period immediately preceding the current billing period.

The fuel surcharge rate shall be calculated as set forth in subsection (B) of this section.

B. $R = ((G \times P)/D) - T) \times D$

K

For purposes of the above formula:

R = Rate to be charged for the fuel surcharge portion of the monthly bill;

G = Gallons of diesel used during the preceding billing period;

P = Price per gallon based on latest fuel delivery during the billing period of diesel consumption;

D = KWHs produced by diesel generation for the billing period;

T = Cost per KWH that is paid to purchase power from Tyee (Four Dam Pool);

K = Total KWHs sold during the preceding billing period (including KWHs sold to the borough).

C. The fuel surcharge rate shall be applied to KWHs sold. For example, if R under the above formula equals 0.053 per KWH, then the fuel surcharge would equal 5.3 cents for each KWH sold to the customer. [Ord. 769 § 1, 2005; Ord. 473 § 5, 1985; Ord. 465 § 4, 1984; Ord. 416 § 3, 1981.]

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	January 14, 2020
	<u>Agenda Section</u>	11

ORDINANCE No 971 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 5.02.070 OF THE WRANGELL MUNICIPAL CODE TITLED INVESTMENTS PLACED

SUBMITTED BY:

Joyce Mason, Finance Director

FISCAL NOTE:

Expenditure Required: \$XXX		
FY 19: \$	FY 20: \$	FY21: \$
Amount Budgeted:		
	FY20 \$	
Account Number(s):		
Account Name(s):		
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. Ord 971.

Procedure: Mayor Prysunka shall declare the Public Hearing open. The Mayor shall ask if there is any administrative report on the Public Hearing Item. Clerk shall retrieve the list of those who signed up to speak. When the item comes up, Persons on the list will be called by the Mayor to speak in the order in which they signed up for the Public Hearing Agenda Item.

Mayor Prysunka shall declare the Public Hearing closed before the Assembly takes action on the item.

Once the Public Hearing has CLOSED, Mayor shall say “I will now entertain a motion”

RECOMMENDED MOTION AFTER PUBLIC HEARING IS CLOSED:

Move to approve Ordinance No. 971.

SUMMARY STATEMENT:

The Assembly held the first reading of this ordinance on December 10, 2019. The Assembly amended the original ordinance by changing Section 5.20.070 (B) to read as follows:

B. To facilitate convenient placement of investments, borough funds, in amounts determined by the Investment Committee, **[up to a combined limit of \$300,000]** may be temporarily deposited for a period not to exceed 20 days in a cash management account or U.S. Government Securities money market fund sponsored by the financial institution through which such investments are being placed.

This change amended the ordinance to remove the \$300,000 threshold for temporary cash management deposits and gave the limit to the oversight of the Investment Committee.

The remainder of this agenda statement remains unchanged from the December 10, 2019 meeting.

Currently the Borough has funds in the operating checking bank account that exceed the normal cash flow needed. It is a Government Finance Officers Association (GFOA) recommended best practice to have at least three months operating cash available. The estimated three-month balance is \$4 million. The bank account has twelve million as of December 1ST. The additional funds need to be invested in short term investments to maximize the earning power of interest.

The ordinance in Chapter 5.02 Investment of Borough Funds, Section 5.02.070 Investments placed, restricts the type of financial institutions to banks and registered broker dealers. The code needs to allow the CBW to invest in investment pools. This ordinance restricts the investment pools to those established in State Statute for public entities.

This code change will allow the Borough to invest with the Alaska Municipal League Investment Pool (AMLIP). The enabling ordinance for that follows this ordinance on this agenda for consideration by the Assembly.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 971

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 5.02.070 OF THE WRANGELL MUNICIPAL CODE TITLED INVESTMENTS PLACED

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 underlined are to be added and the words that are **[bolded and in brackets are to be deleted]**.]

Section 1. Action. The purpose of this ordinance is to amend Section 5.02.070 of the Wrangell Municipal Code titled Investment Placed.

SEC. 2. Amendment of Section. Section 5.02.070 of the Wrangell Municipal Code is amended to read:

5.02.070 Investments placed.

A. Investments may be placed with or through the following financial institutions:

- 1. Member banks insured by the FDIC or FSLIC; and/or
- 2. Broker dealers that are members of the New York Stock Exchange (NYSE), members of the Securities Investor Protection Corporation (SIPC) and registered broker dealers in Alaska.
- 3. Investment pools for public entities established under Alaska Statute Chapter 37.23.

B. To facilitate convenient placement of investments, borough funds, in amounts determined by the Investment Committee, **[up to a combined limit of \$300,000]** may be temporarily deposited for a period not to exceed 20 days in a cash management account or U.S. Government Securities money market fund sponsored by the financial institution through which such investments are being placed.

SEC. 3. Effective Date. This ordinance shall become effective immediately upon adoption.

CITY & BOROUGH OF WRANGELL

Stephen Prysunka, Borough Mayor

ATTEST:

Kim Lane, Borough Clerk

PASSED IN FIRST READING: December 10, 2019.

PASSED IN SECOND READING _____, 2020.

Yes: _____
No: _____
Absent: _____
Abstaining: _____

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	January 14, 2020
	<u>Agenda Section</u>	11

ORDINANCE No 972 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE EXECUTION OF A COMMON INVESTMENT AGREEMENT AMONG POLITICAL SUBDIVISIONS OF THE STATE OF ALASKA AND TO AUTHORIZE BECOMING A MEMBER OF THE ALASKA MUNICIPAL LEAGUE INVESTMENT POOL, INC.

SUBMITTED BY:

Joyce Mason, Finance Director

FISCAL NOTE:

Expenditure Required: \$XXX		
FY 19: \$	FY 20: \$	FY21: \$
Amount Budgeted:		
	FY20 \$	
Account Number(s):		
Account Name(s):		
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. Ord 972; 2. AMLIP Introduction; 3. AMLIP Investment Agreement; 4. AMLIP Bylaws; 5. AMLIP Signature Card

Procedure: Mayor Prysunka shall declare the Public Hearing open. The Mayor shall ask if there is any administrative report on the Public Hearing Item. Clerk shall retrieve the list of those who signed up to speak. When the item comes up, Persons on the list will be called by the Mayor to speak in the order in which they signed up for the Public Hearing Agenda Item.

Mayor Prysunka shall declare the Public Hearing closed before the Assembly takes action on the item.

Once the Public Hearing has CLOSED, Mayor shall say “I will now entertain a motion”

RECOMMENDED MOTION AFTER PUBLIC HEARING IS CLOSED:

Move to approve Ordinance No. 972.

SUMMARY STATEMENT:

This agenda statement remains unchanged from December 10, 2019.

The Finance Department is exploring the different institutions to invest Boroughs funds (funds outside of the Permanent Fund). The Alaska Municipal League Investment Pool (AMLIP) offers a greater return on the money than conventional banks. The funds are invested in safe investments, the funds are available the same day if needed for withdraw, and the borough has the option to have multiple accounts. Currently AMLIP is paying 1.53% which is 1% higher than the banks and the same rate as bonds are yielding.

Over 54 municipalities, boroughs and other government-related agencies invest in the current pool. Please review the attached documentation AMLIP has provided.

The attached (non-codified) ordinance is required to allow for the CBW to invest funds with AMLIP.

For the Assembly's information, AMLIP is managed by Alaska Permanent Capital Management, the same firm the CBW just hired to manage the Borough's Permanent Fund.

There are no fees for investing with AMLIP.

CITY AND BOROUGH OF WRANGELL, ALASKA
ORDINANCE NO. 972

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE EXECUTION OF A COMMON INVESTMENT AGREEMENT AMONG POLITICAL SUBDIVISIONS OF THE STATE OF ALASKA AND TO AUTHORIZE BECOMING A MEMBER OF THE ALASKA MUNICIPAL LEAGUE INVESTMENT POOL, INC.

WHEREAS, public entities in Alaska, i.e., political subdivisions of the State of Alaska including municipalities, school districts, and regional educational attendance areas, have generally been unable to receive returns on investment of short-term excess funds at levels available to investors having larger amounts of funds to invest; and

WHEREAS, AS 37.23.010-37.23.900 ('Alaska Investment Pool Act) enacted by the 1992 Alaska Legislature provides a means for public entities to join together in an arrangement intended to allow them to combine their short-term excess funds for a higher yield on those funds; and

WHEREAS, the Alaska Municipal League Investment Pool, Inc., an Alaska nonprofit corporation ('Corporation'), has been established pursuant to AS 37.23.010 of the Alaska Investment Pool Act by the Alaska Municipal League to provide investment management and other services to public entities; and

WHEREAS, the Corporation will provide for the pooling of funds of public entities which are members of the Corporation and will seek returns on the investment of those funds commensurate with market conditions; and

WHEREAS, the City and Borough of Wrangell ('Public Entity') is a public entity as defined in the Alaska Investment Pool Act and may wish to become a member and participate in the investment and other services provided through the Corporation.

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

Section 1. Authorization of Membership and Agreement. The terms of the Alaska Municipal League Investment Pool, Inc. Common Investment Agreement ('Agreement') attached hereto, including the investment objectives and purposes contained within the Agreement, are hereby approved. The Public Entity is hereby authorized (1) to become a

member of the Corporation and (2) to enter into the Agreement substantially in the form as set forth in Exhibit A and such other documents as are necessary to effectuate that membership and Agreement. The Borough Mayor ('Presiding Officer') or that officer's designee is authorized to execute those documents necessary to establish the Public Entity as a member of the Corporation and for the Public Entity to enter into the Agreement with no further approval or authorization required by this Governing Body. Should the Public Entity hereafter enter into the Agreement, it will thereby accept and be bound by the terms and conditions of the Agreement, and the Articles of Incorporation and Bylaws of the Corporation, copies of which Articles and Bylaws are attached hereto and incorporated by reference.

Section 2. Authorization of Investments. Upon execution of the Agreement by the Public Entity, each officer and employee of the Public Entity who is designated to be responsible for the investment of public funds of the Public Entity pursuant to the Public Entity's ordinance is authorized to transfer public funds of the Public Entity to the Corporation for placement in the Alaska Municipal League Investment Pool ('Pool') created through the Agreement in order to acquire an interest it, provided that such funds will be invested in accordance with the terms of the Agreement and the investment policies as set forth in the Agreement and its exhibits. All such transfers will be made in accordance with the procedures previously adopted by the Public Entity as may be amended from time to time.

Section 3. Effectiveness of and Termination of Membership and Agreement. The Agreement will go into effect upon execution by the Presiding Officer, or that officer's designee, and by the Corporation. The Public Entity's membership in the Corporation and participation in the Pool under the terms of the Agreement will continue until the Presiding Officer terminates that membership and participation by written notice to the Corporation or by the adoption of an ordinance by the Public Entity terminating that membership and participation, whichever first occurs.

Section 4. Further Acts. Each officer of the Public Entity is hereby authorized to take any and all action necessary to enter into the Agreement and the joint investments in the Pool, to carry on the membership of the Public Entity in the Corporation, and to perform any obligations of the Public Entity under that membership and the Agreement.

Section 5. Effective Date. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: December 10, 2019

PASSED IN SECOND READING: _____, 2020

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

Yes: _____
No: _____
Absent: _____
Abstaining: _____

AMLIP Introduction

Interest income as a line item to your budget is back!



- AMLIP
 - Structure
 - What's Inside It?
 - Is It Safe and Competitive?

AMLIP Organization

Item c.

Participating Cities, Boroughs, and School Districts

Board of Directors

**Alaska Municipal League
Office of Executive Director**

Investment Advisor
Alaska Permanent Capital Management

Investment Manager & Custodian
Key Bank

84 Members Represent 174 Accounts

Item c.



Adak, City of
 AIDEA
 Akutan, City of
 Alaska Government Finance Officers Association
 Alaska Municipal League
 Alaska Municipal Management Assoc.
 Aleknagik, City of
 Aleutians East Borough
 AN... Insurance Associate Inc.
 Ar... Community Development
 Angoon, City of

Annette Island School District
 Atka, City of
 Atkasuk, City of
 Barrow, City of
 Bethel, City of
 Brevig Mission, City of
 Chevak, City of
 Chuathbaluk, City of
 Cold Bay, City of
 Cordova, City of
 Delta Junction, City of
 Denali Borough
 Dillingham, City of
 Eagle, City of

EEK, City of
 Egegik, City of
 Elim, City of
 Fairbanks North Star Borough
 Fairbanks, City of
 False Pass, City of
 Fort Yukon, City of
 Galena, City of
 Gustavus, City of
 Haines Borough
 Homer, City of
 Hoonah, City of
 Huslia, City of
 Juneau, City and Borough of
 Kake City School District
 Kenai Peninsula Borough
 Kenai, City of
 Ketchikan Gateway Borough
 King Cove, City of
 Kodiak Island Borough
 Kodiak, City of
 Koyuk, City of
 Kotzebue, City of
 Manokotak, City of
 Marshall, City of
 Matanuska Susitna Borough
 McGrath, City of
 Mekoryuk/Nima, City of
 Mekoryuk, City of
 Nenana, City of
 New Stuyahok, City of
 Nightmute, City of

Nome, City of
 North Pole, City of
 Northwest Arctic Borough
 Northwest Arctic School District
 Nulato, City of
 Old Harbor, City of
 Palmer, City of
 Pribilof School District
 Pelican, City of
 Pelican City School District
 Petersburg Borough
 Pilot Station, City of
 Quinhagak, City of
 Sand Point, City of
 Selawik, City of
 Seldovia, City of
 Seward, City of
 Sitka, City and Borough of
 Soldotna, City of
 Southwest Alaska Municipal Conference
 Saint Paul, City of
 Tenakee Springs, City of
 Toksook Bay, City of
 Unalakleet, City of
 Unalaska, City of
 Upper Kalskag, City of
 Valdez, City of
 Whittier, City of
 Wasilla, City of
 Yakutat, City of

Oversight by Your Peers

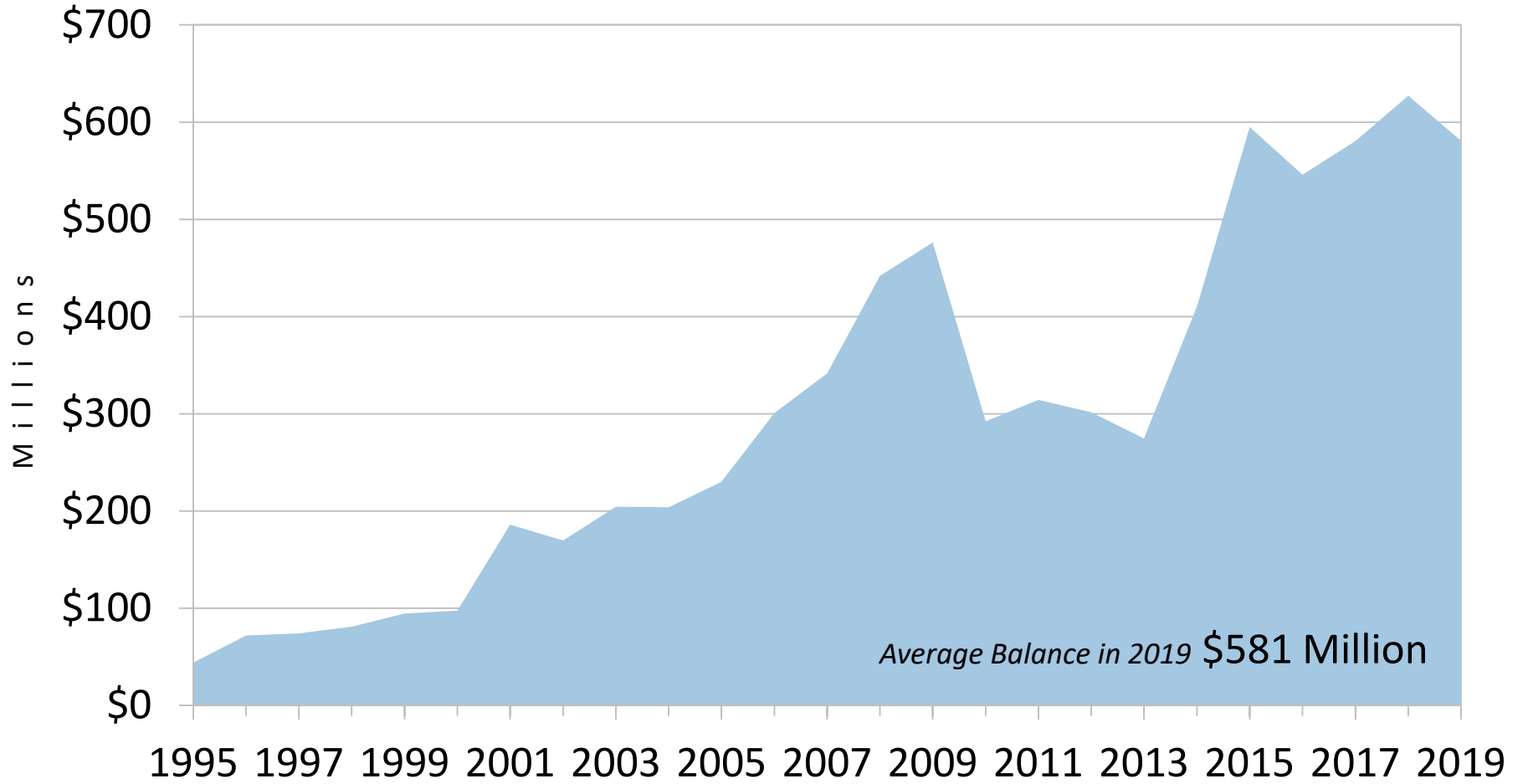
Item c.

- **Margaret “Peggy” Macdonald, President**
Treasury Budget Manager, Fairbanks North Star Borough
- **John P. “Jay” Sweeney III, Vice President**
Finance Director, City & Borough of Sitka
- **Terry Eubank, Treasurer**
Finance Director, City of Kenai
- **Cheyenne Heindel**
Finance Director, Matanuska-Susitna Borough
- **Kris Erchinger**
Finance Director, City of Seward
- **Layton Lockett**
City Manager, City of Adak
- **Nils Andreassen**
Executive Director, AML

Growth in Pool Deposits

Average Annual Market Value Since Inception

Item c.

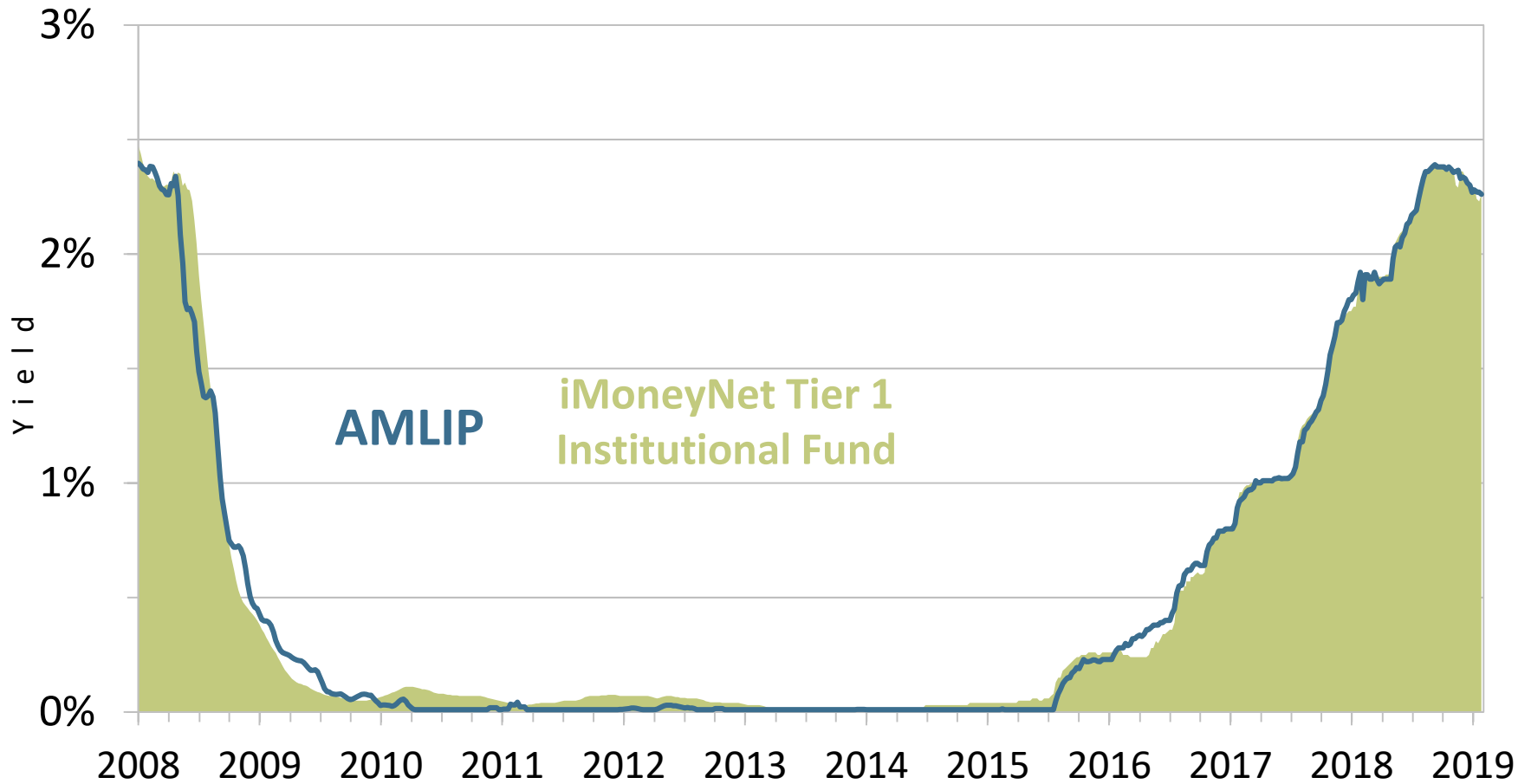


Average Balance in 2019 \$581 Million

Institutional Money Market Rates

AMLIP vs. Peers: May 31, 2008 to June 30, 2019

Item c.



85

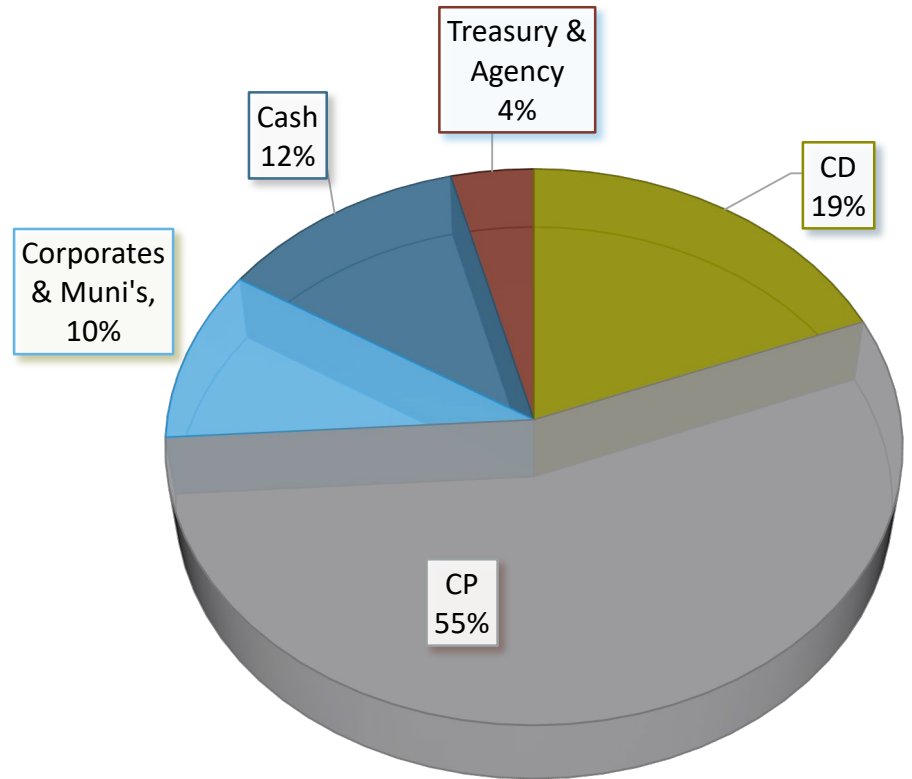
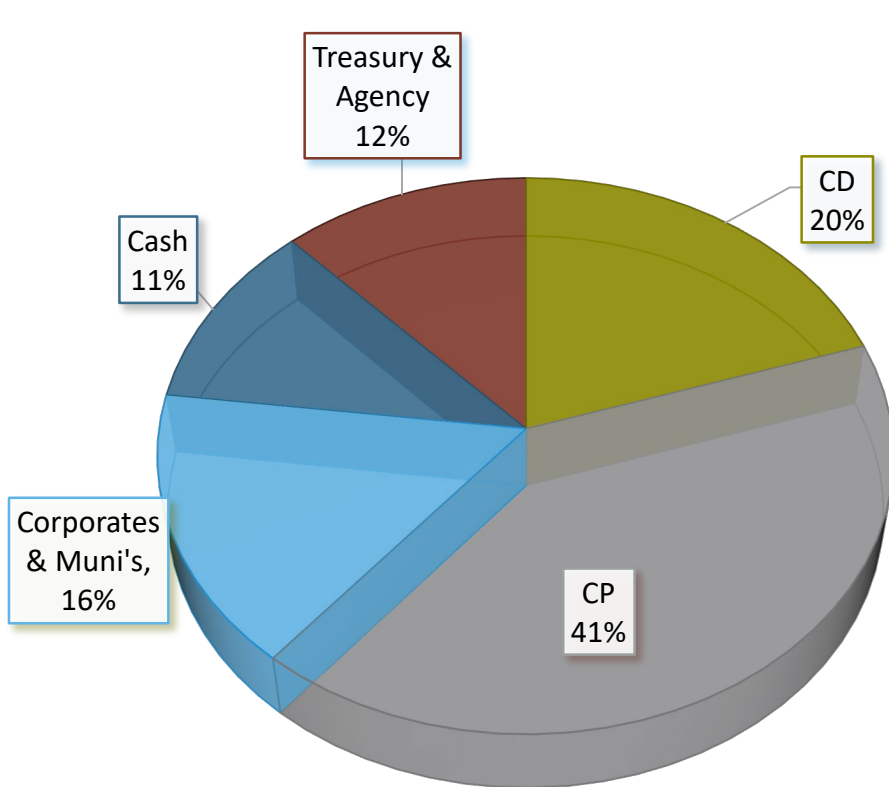
Graph shows the 4 week moving average of the 7 day effective yield. Data through June 2019.

AMLIP Sector Allocation

Item c.

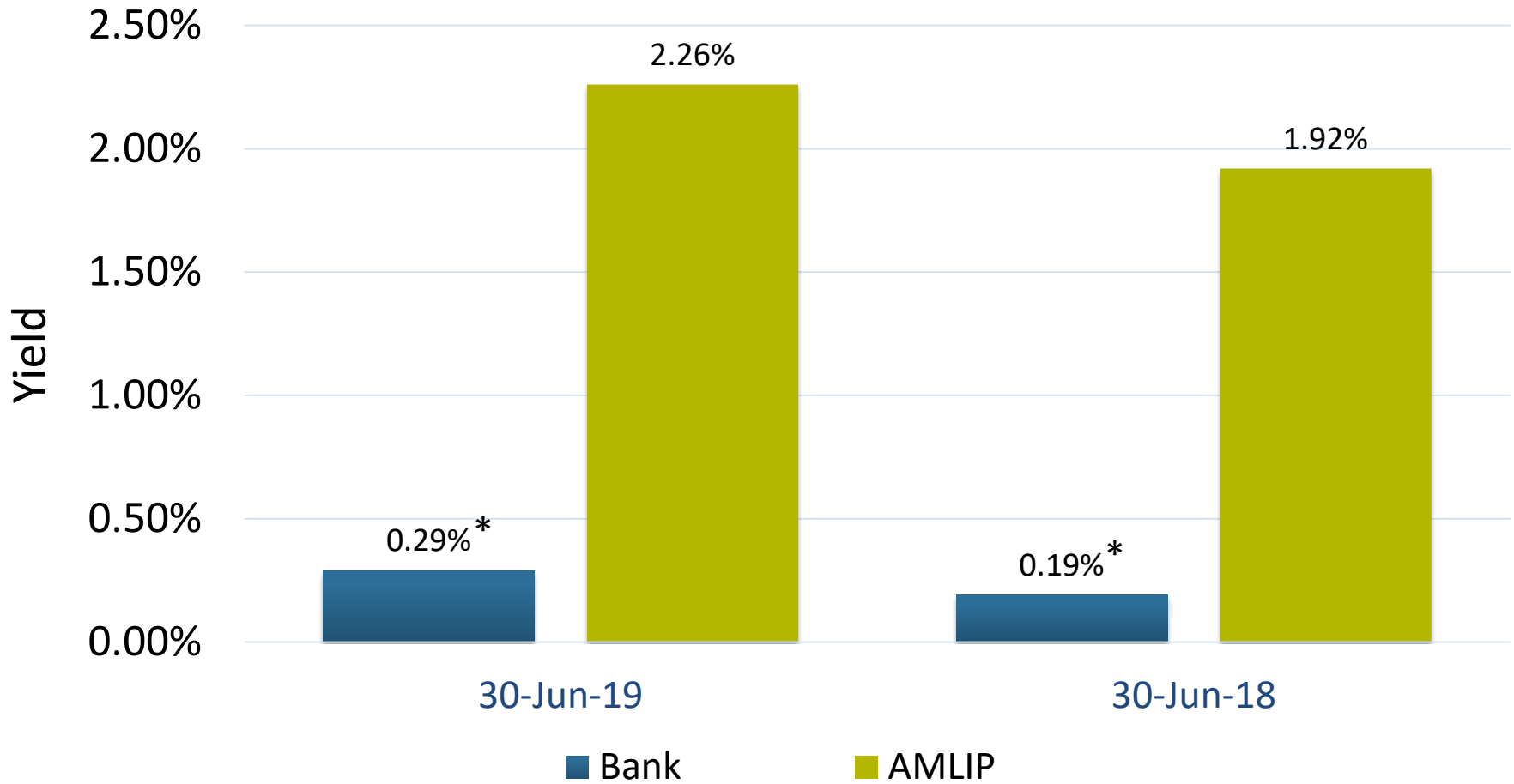
June 2018

June 2019



Why Now?

Item c.



AMLIP Benefits

Item c.

- Safety – maintain principle
- Liquidity – same day access
- Yield – competitive rate of return
- Multiple Accounts per Entity

How to Use AMLIP

Item c.



ALASKA MUNICIPAL LEAGUE
INVESTMENT POOL, INC.

*Investing in
Your Community*

A Secure Short-term Investment Vehicle for Alaska Public Entities

*Safeguarding public investments for over
20 years*

- Reserves Accounts
- Building projects
- Bond proceeds
- Tax deposits
- Operating cash

Same day access to funds
No minimum deposit

ALL ALASKAN
Member Governance

ALASKAN
Audited and Advised

ALASKA
MUNICIPAL LEAGUE
Sponsored

**COMMON INVESTMENT AGREEMENT
OF
ALASKA MUNICIPAL LEAGUE INVESTMENT POOL, INC.**

RECITATIONS

WHEREAS, AS 37.23.010-37.23.900 of the Alaska Statutes (“Alaska Investment Pool Act”) provides that a public entity may enter into an agreement with other public entities to form and manage an investment pool under which funds of the participating public entities are administered and invested jointly;

WHEREAS, the Alaska Investment Pool Act provides that a public entity, by itself or with other public entities, may form a nonprofit corporation for the purposes of managing an investment pool;

WHEREAS, the Alaska Investment Pool Act provides that a public entity participating in an Investment pool or a nonprofit corporation formed for the purposes as set forth in that act may spend money reasonably necessary for the management of the pool, including the employment of staff, and that income from the investments of the pool may be used for management costs;

WHEREAS, the Alaska Investment Pool Act defines public entity to mean a political subdivision of the State of Alaska, including a municipality and its subdivisions, a school district, a regional educational attendance area or an organization composed of political subdivisions of the state;

WHEREAS, the Alaska Municipal League Investment Pool, Inc. has been formed as a nonprofit corporation under the Alaska Nonprofit Corporations Act (AS 10.20) with membership limited to political subdivisions of the State of Alaska, including a municipality and its subdivisions, a school district and a regional attendance area but not an organization composed of political subdivisions (“Public Entities”);

WHEREAS, each of the initial participants (“Initial Participants”) as identified at the end of this Agreement and included in the list of Participants given in Exhibit A to this Agreement is a Public Entity, and each person that subsequently becomes a signatory to this Agreement will be a Public Entity and desire to enter into this Agreement for the combined investment of public funds;

WHEREAS this Agreement is intended to be a joint agreement entered into pursuant to the Alaska Investment Pool Act for the purposes of better performing the Initial Participants’ responsibilities and the responsibilities of Public Entities who subsequently become signatories to this Agreement to invest their public funds, as set forth in Section 2.1 of this Agreement;

WHEREAS, the governing body of each of the Initial Participants has duly adopted an ordinance (in the case of a municipality) or a resolution or other procedure (in the case of any other Public Entity) authorizing the respective Initial Participant to become a party to this Agreement, and each Public Entity which subsequently becomes a signatory to this Agreement will do so after its governing body has adopted an ordinance (in the case of a municipality) or a resolution or other procedure (in the case of any other Public Entity) authorizing the respective Public Entity to become a party to this Agreement;

WHEREAS, the governing body of each of the Initial Participants has adopted and each Public Entity which subsequently becomes a signatory to this Agreement will adopt the investment objectives and purposes as set forth in Article II of this Agreement and the Investment Policy as set forth in Exhibit B to this Agreement;

WHEREAS, the Initial Participants anticipate that other Public Entities may desire to invest public assets jointly with the Initial Participants or other Public Entities which become signatories to this Agreement: and

WHEREAS, the Alaska Municipal League has assisted in the incorporation of the Corporation to implement the provisions of the Alaska Investment Pool Act for the Initial Participants and other Public Entities which become signatories to this Agreement;

NOW, THEREFORE, the Initial Participants do hereby covenant and agree as follows: to have the Corporation manage and invest all monies, assets, securities, funds and property now or hereafter transferred to or held by it pursuant to this Agreement, all for the benefit of such Public Entities as may from time to time become Participants, and the Initial Participants do further declare their agreement to be bound and abide by the terms of this Agreement.

ARTICLE I - NAME AND DEFINITIONS

Section 1.1 Name of Pool. The monies, assets, securities, funds and property now or hereafter transferred to and held by the Corporation pursuant to this Agreement will be known as the Alaska Municipal League Investment Pool.

Section 1.2 Definitions. Wherever used within this Agreement, unless otherwise required by the context or specifically provided:

- (1) "Agreement" or "Alaska Municipal League Investment Pool, Inc. Common Investment Agreement" means this instrument executed by the Corporation and the Initial Participants and establishing the Pool, and will encompass any amendments to this Agreement which are duly approved pursuant to this Agreement, and will also encompass the written instruments by which Public Entities become parties to, or terminate their participation under, this Agreement;
- (2) "Alaska Investment Pool Act" means the Alaska Statute AS 37.23.010-37.23.900, as amended from time to time;
- (3) "Articles of Incorporation" means the Articles of Incorporation of the Corporation, as amended from time to time;
- (4) "Bylaws" means the Bylaws of the Corporation, as amended from time to time;
- (5) "Corporation" means the Alaska Municipal League Investment Pool, Inc.;
- (6) "Custodian" means the party identified in Section 5.7 of this Agreement with qualifications and duties as set forth in Article X of this Agreement;
- (7) "Directors" means the individual directors of the Board of Directors of the Corporation and their successor or successors for the time period during which they were in that office; and "Board of Directors" means the board of directors of the Corporation;
- (8) "Investment Adviser" and "Investment Manager" mean the parties with whom the Corporation has contracted on behalf of the Pool pursuant to Article VIII; and "Supervisory and Investment Adviser Agreement and Investment Management Agreement" refer to the agreements between the Corporation and the Investment Adviser and between the Corporation and the Investment Manager, respectively;
- (9) "Investment Officer" means an officer or employee of the Corporation or other person who will be designated in accordance with the provisions of Article XI of this Agreement;
- (10) "Investment Policy" means the Investment Policy for the Alaska Municipal League Investment Pool attached to and incorporated into this Agreement as Exhibit B;

- (11) "Net Asset Value" means the net asset value of the Pool in the manner provided in Section 12.3 of this Agreement;
- (12) "Participant" means a party which has entered into this Agreement through due and proper authorization and which has not terminated such status and as listed in Exhibit A attached to and incorporated into this Agreement; and "Participation" refers to the status of an entity as a Participant;
- (13) "Pool" means the Alaska Municipal League Investment Pool;
- (14) "Public Entity" means a political subdivision of the State of Alaska, including a municipality and its subdivisions, a school district or a regional education attendance area;
- (15) "Series" means any subdivision of the assets of the Pool established in accordance with the provisions of Section 4.2 of this Agreement; and "Series Supplement" refers to the written document containing the terms of a certain Series: and
- (16) "Units" means the equal proportionate units of undivided beneficial interest in the assets of the Pool or of each Series from time to time, including fractions of Units as well as whole Units (which the Participants intend to maintain at a stable \$1.00 Net Asset Value, in accordance with Section 2.2(a)(4) of this Agreement); and "Unitholder" refers to a record owner of Units of the Pool or of a Series.

ARTICLE II - PURPOSE, OBJECTIVES

Section 2.1 Purpose. The purpose of this Agreement is to establish the terms for the joint investment of public funds by Public Entities pursuant to the terms of the Alaska Investment Pool Act, the Articles of Incorporation and the Bylaws. The purpose of the Pool is to provide a means for eligible Public Entities to invest temporarily available public funds.

Section 2.2 Objectives. (a) The general objectives of the Pool include:

- (1) Improving the efficiency and effectiveness of Participants in the investment of their public funds;
- (2) Minimizing administrative fees and transactional and other expenses of investing public funds;
- (3) Providing Public Entities with a continuous source of managed investments, within the limitations upon such investments prescribed by applicable law; and
- (4) Managing the assets of the Pool with the intent of maintaining a stable \$1.00 Net Asset Value for each whole Unit.

(b) The investment objectives of the Pool in order of priority are as follows:

- (1) Preservation of capital - seeking to preserve the capital investment of all Participants through prudent management and adoption of investment policies and restrictions;
- (2) Liquidity - seeking to meet the needs of Participants for cash by maintaining a high level of portfolio liquidity and investing in readily marketable securities; and
- (3) Return - seeking to attain the highest level of current income consistent with the objectives of preservation of capital and liquidity.

ARTICLE III - PARTIES TO AGREEMENT

Section 3.1 Eligibility. A Participant must be a member of the Corporation; provided that (1) no person will be allowed to become a member of the Corporation or a Participant if the Board of Directors, upon advice of legal counsel, determines that such membership or Participation would cause the income of the Pool to be subject to federal income taxation, and (2) the Board of Directors will have sole discretion to designate categories of Public Entities eligible to become Participants. In making a determination under this section, the Board of Directors, after obtaining the advice of legal counsel, will have final authority to determine the question.

Section 3.2 Entry Into Agreement. (a) A Public Entity determined to be eligible as a Participant under Section 3.1 of this Agreement may enter into this Agreement, without further action by the existing Participants, by executing and delivering to the Corporation an agreement to be bound by its terms pursuant to duly exercised authority. Such agreement need not be physically affixed to a copy of this Agreement, but instead may be indicated by reference to this Agreement. In accordance with the Bylaws, the Board of Directors will establish the form of such agreement and such additional procedures and requirements for entering into this Agreement as it from time to time deems appropriate.

(b) In executing an agreement under (a) of this Section 3.2, a Public Entity will be deemed to expressly (1) designate the Investment Officers of the one or more Series into which the Public Entity places any of its public funds as that Public Entity's Investment Officer responsible for such funds; (2) designate the depository and custodian of the one or more Series into which the Public Entity places any of its public funds as that Public Entity's depository and custodian for such funds; (3) delegate to the Corporation the authority to hold legal title to the assets placed in the Pool; (4) approve the investment objectives, policies, rules and procedures for the Pool and the Corporation or of any Series of the Pool, as the investment objectives, policies, rules and procedures of the Public Entity with respect to its assets transferred for placement in the Pool or any Series of the Pool; and (5) provide authority to the Corporation, the Board of Directors, the Investment Manager, the Corporation's officers, employees and any of their agents to deposit, withdraw, invest, transfer and otherwise manage the funds which the Public Entity may place in the Pool; all in conformance with the terms of this Agreement and the investment objectives, policies, rules and procedures of the applicable Series and the requirements of the Alaska Investment Pool Act.

Section 3.3 Termination of Participation. Participants will have the right to terminate their Participation in this Agreement, and the Board of Directors will specify procedures for such termination. Such procedures will require a Participant to redeem its Units in the Pool prior to such termination. The termination of Participation by a Participant will not affect the validity of this Agreement with respect to the remaining Participants.

Section 3.4 Effect of Amendment of Alaska Investment Pool Act. In the event that the Alaska Investment Pool Act is amended so as to expand the definition of "Public Entity" as used in this Agreement, the Board of Directors will have the power to determine whether and under what circumstances any new category of Public Entity may become a party to this Agreement. In the event that the Alaska Investment Pool Act is amended so as to exclude from the definition of Public Entity" as contained in this Agreement any previously included entity, the Board of Directors will promptly determine whether any existing Participant has lost its status as a Public Entity (or will lose such status upon effectiveness of such amendment). If the Board of Directors determines, after obtaining the advice of counsel, that an existing Participant is no longer a Public Entity (or will not be a Public Entity upon the effectiveness of the amendment), the Board of Directors will so notify that Participant, redeem any Units of that Participant held in the Pool and transfer to the Participant the resulting funds and other Investment funds of that Participant administered through the Corporation and terminate the Participation of that Participant. The Board of Directors will have final authority with respect to determinations under this Section 3.4.

Section 3.5 Effect of Amendment of Federal Tax Law. Should the federal income tax law be amended so as to cause the income of the Pool to be subject to federal income taxation, the Board of Directors will promptly determine whether that subjugation could be eliminated through the termination of Participation by one or more Participants and may, upon advice of legal counsel, terminate the membership in the Corporation and the Participation of those Participants in the Pool to eliminate the subjugation of the Pool to federal income taxation. Should the Board of Directors determine to terminate the Participation of a Participant under this Section 3.5, it will so notify that Participant, redeem any Units of that Participant held in the Pool and transfer to the Participant the resulting funds and other investment funds of that Participant administered through the Corporation and terminate the Participation of that Participant. The Board of Directors will have final authority with respect to determinations under this Section 3.5.

ARTICLE IV- BENEFICIAL INTERESTS

Section 4.1 Units of Beneficial Interest. The undivided beneficial interests of Participants in the assets of the Pool or of any Series of the Pool will be represented by such Units of one or more separate and distinct Series as the Board of Directors will from time to time create and establish. The number of Units is unlimited, and each Unit will be without par value and will be fully paid and nonassessable. The Board of Directors will have full power and authority, in their sole discretion and without obtaining any prior authorization of or vote of the Unitholders or of any Series, (1) to create and establish Units or any Series with such preferences, voting powers, rights and privileges as the Board of Directors may from time to time determine, (2) to divide or combine the Units thereof into a greater or lesser number, (3) to classify or reclassify any existing Units into one or more Series or classes of Units and (4) to take such other action with respect to the Units as the Board of Directors may deem desirable; provided that the Board of Directors may take no action pursuant to this Section 4.1 which would impair the beneficial interests of Unitholders in the then-existing assets of the Pool; and provided further, that such powers as the Board of Directors may ordinarily exercise pursuant to this Section 4.1 will not be inconsistent with the intent of maintaining a stable Net Asset Value of \$1.00 per Unit.

Section 4.2 Establishment of Series. (a) The first Series is hereby established pursuant to Article V of this Agreement.

(b) The establishment of any future Series will be effective upon the adoption of a resolution by a majority of the Board of Directors. With respect to each such future Series the Board of Directors will designate investment objectives and policies as required by this Agreement, authorized investments (and if repurchase agreements are authorized, the custodian for pledged securities), categories of Public Entities eligible to own Units, authorized Investment Officers and the relative rights and preferences of the holders of such Units; all of which will be described in a written Series Supplement.

(c) At any time that there are no Units outstanding of any particular Series previously established and designated, the Board of Directors may, by majority vote, abolish that Series and the establishment and designation of it.

Section 4.3 Ownership of Units. Notwithstanding other provisions of this Agreement to the contrary, ownership of Units will be limited to Participants. Ownership of Units will be recorded in the books of the Pool. The Board of Directors may have such rules as it considers appropriate, to the extent permitted by law, for the transfer of Units and similar matters. The record books of the Pool will be conclusive as to who are the holders of Units and as to the number of Units held from time to time by each Unitholder, unless the Unitholder shows otherwise to the satisfaction of the Board of Directors.

Section 4.4 Placement of Assets in the Pool. The Board of Directors will accept transfers of funds to a Series from such governmental entities as have become Participants on such terms as the Board of Directors may from time to time authorize. After the date of the initial transfer of funds to a Series, the number of Units of that Series to represent the initial transfer of funds may be considered as outstanding, and the amount received by the Series on account of such transfer will be treated as an asset of such Series. Subsequent transfers of funds to the Series will be credited to each Unitholder's

account in the form of full Units at the Net Asset Value per Unit next determined after the funds are received; provided, however, that the Board of Directors may, in its sole discretion, authorize the issuance of fractional Units.

Section 4.5 Assets and Liabilities of Series. (a) All consideration received by the Pool with respect to Units of a particular Series, together with all assets in which such consideration is invested or reinvested, all income, earnings, profits, and proceeds thereof, including any proceeds derived from the sale, exchange or liquidation of such assets, and any funds or payments derived from any reinvestment of such proceeds in whatever form, will be referred to as assets belonging to that Series. In addition, any assets, income, earnings, profits, and proceeds thereof, funds or payments which are not readily identifiable as belonging to any particular Series will be allocated by the Board of Directors between and among one or more of the Series in such manner as the board, in its sole discretion, deems fair and equitable. Each such allocation will be referred to as assets belonging to that Series, and will be conclusive and binding for all purposes. The assets belonging to a particular Series will be so recorded upon the books of the Pool and will be held in the Pool by the Corporation for the benefit of the Unitholders of that Series.

(b) The assets belonging to each particular Series will be charged with all expenses, costs, charges and reserves attributable to that Series. Any expenses, costs, charges or reserves of the Pool, which are not readily identifiable as belonging to any particular series, will be allocated and charged by the Board of Directors between or among any one or more of the Series in such manner as the Board of Directors, in its sole discretion, deems fair and equitable, and such expenses, costs, charges, and reserves will be payable only from the assets belonging to the applicable Series. Each such allocation will be conclusive and binding for all purposes. Any creditor of any Series may look only to the assets of that Series to satisfy such creditor's debt.

(c) To the extent that the expenses, costs, charges and reserves of the Pool or one or more Series of the Pool, including ordinary or extraordinary legal, accounting or other professional service expenses, are allocated pursuant to this Section 4.5 to the Units of a Participant, that Participant authorizes the payment of such out of principal and earnings from that Participant's investment in the Pool.

Section 4.6 No Preemptive Rights. Unitholders will have no preemptive or other preferential rights to acquire any additional Units of the Pool.

Section 4.7 Limitation of Personal Liability. The Board of Directors will have no power to bind any Unitholder or to call upon any Unitholder for the payment of any sum of money or assessment whatsoever other than such as the Unitholder may at any time agree to pay by way of subscription for any Units or otherwise. Every contract or other undertaking by or on behalf of the Pool will include a recitation limiting the obligation represented thereby to the Pool or a Series of it and its assets, however, the omission of such a recitation will not operate to bind any Participant.

ARTICLE V. FIRST SERIES, SUBSEQUENT SERIES

Section 5.1 Establishment of Series. (a) The Initial Participants hereby agree that the first Series will be established in conformance with the terms of this Agreement and the policies, objectives, restrictions and other terms of this Article V.

(b) Participants in a subsequent Series will agree, in entering into the Agreement for that Series, that subsequent Series will be established in conformance with the terms of the Agreement at that time and the policies, objectives, restrictions and other terms of this Article V and as not otherwise prohibited by law.

Section 5.2 Eligible Public Entities. Only Public Entities situated in the State of Alaska may become Participants in the first Series or in a subsequent Series.

Section 5.3 Eligible Investments. The Pool may invest only in the instruments as set forth in the Investment Policy for purposes of the first Series. The eligible investments for a subsequent Series will be as provided in the investment policy for that Series and as included in the terms of the

Agreement at that time.

Section 5.4 Investment Policies and Restrictions. The investment policies and restrictions to be followed by the Pool are as set forth in the Investment Policy for purposes of the first Series. The Investment policies and restrictions to be followed by the Pool for a subsequent Series will be as provided in the investment policy for that Series and as included in the terms of the Agreement at that time.

Section 5.5 Investment Officer. The Investment Officer for the Pool will be designated by the Board of Directors, subject to the provisions of Article XI of this Agreement.

Section 5.6 Distributions. Earnings on the assets of a Series will be accrued daily and will be distributed as determined by the Board of Directors but not less frequently than the first business day of the month following the month in which such earnings are accrued. Such earnings may be distributed in the form of cash sent to a Participant, or credited to the Participant's account in the form of full or fractional Units.

Section 5.7 Custodian. The Custodian will be designated by the Board of Directors, having duties and otherwise subject to the provisions of Article X of this Agreement.

ARTICLE VI – DIRECTORS

Section 6.1 Management of the Pool. The business and affairs of the Pool will be directed by the Board of Directors.

Section 6.2 Effect of Death, Resignation, Etc. of a Director. The death, declination, resignation, retirement, removal, incapacity or inability of the Board of Directors, or any one of its members, will not operate to annul or terminate the Pool or to revoke any existing agency created pursuant to the terms of this Agreement.

ARTICLE VII - POWERS OF BOARD OF DIRECTORS

Section 7.1 Powers. The Board of Directors will have full power and authority to do any and all acts and to make and execute or authorize the making or executing of any and all contracts and Instruments that are necessary for or incidental to the business and affairs of the Corporation and the Pool and the direction of management of the Pool or the investment of assets of the Pool. Subject to applicable law and this Agreement, the Board of Directors will have full authority and power to make, or cause to be made, any and all Investments which it, in its sole discretion, will deem proper to accomplish the objectives of the Pool. Subject to any limitation of this Agreement or applicable law, the Board of Directors will have power and authority to do the following:

- (1) To invest and reinvest cash and securities, and to hold cash or other properly uninvested, in accordance with the Investment Policy and the terms of this Agreement;
- (2) To adopt Bylaws not inconsistent with this Agreement providing for the conduct of the business of the Corporation and the Pool and to amend and repeal them to the extent that the Articles of Incorporation do not reserve that right to the members of the Corporation;
- (3) To appoint and remove one or more Investment Officers pursuant to Article XI of this Agreement; to appoint and remove such additional officers as the Board of Directors considers appropriate and in accordance with the Bylaws; and to appoint and terminate such agents as the Board of Directors considers appropriate;
- (4) To employ a bank or other person, as allowed under the Alaska Investment Pool Act and otherwise in accordance with applicable law, as Custodian of any assets of the

- Pool, subject to conditions set forth in this Agreement or in the Bylaws, if any:
- (5) To retain a Supervisory Investment Adviser and an Investment Manager with such powers, responsibilities and functions as are described in Article VIII of this Agreement;
 - (6) To set record dates in the manner as provided in this Agreement;
 - (7) To delegate, consistent with applicable law, such authority as the Board of Directors considers desirable to any officers of the Corporation and to the Supervisory Investment Adviser, Investment Manager, the Custodian or other agents;
 - (8) To sell or exchange or cause to be sold or exchanged any and all assets of the Pool, subject to the provisions of Section 14.4 of this Agreement;
 - (9) To vote or to give assent or to exercise any rights of ownership, with respect to securities or property and to execute and deliver powers of attorney to such person or persons as the Board of Directors will deem proper, granting to such person or persons such power and discretion with relation to securities or property as, subject to applicable law, the Board of Directors will deem proper;
 - (10) To exercise powers and rights which in any manner arise out of ownership of securities;
 - (11) To hold any security or property in a form not indicating any trust, whether in bearer, unregistered or other negotiable form, either in the Pool's name or in the name of a custodian or nominee or nominees, subject in either case to proper safeguards to protect the Participants;
 - (12) To establish separate and distinct Genes with separately defined investment objectives and policies and distinct investment purposes in accordance with the provisions of Article IV of this Agreement;
 - (13) To allocate assets and expenses of the Pool to a particular Series or to apportion the same between or among two or more Series, provided that any expenses Incurred by a particular Series will be payable solely out of the assets belonging to that Series as provided for in Article IV of this Agreement;
 - (14) To consent to or participate in any plan for the reorganization, consolidation or merger of any corporation or concern, any security of which is held in the Pool; and to consent to any contract, lease, mortgage, purchase or sale of property by such corporation or concern;
 - (15) To compromise, arbitrate or otherwise adjust claims in favor of or against the Pool or any matter in controversy including, but not limited to, claims for taxes;
 - (16) To make distributions of income and of capital gains to Unitholders in the manner as provided in this Agreement;
 - (17) To establish from time to time a minimum total investment for Unitholders and to require the redemption of the Units of any Unitholders whose investment is less than such minimum upon giving notice to such Unitholder;
 - (18) To amend this Agreement pursuant to Section 14.7 of this Agreement;
 - (19) To retain one or more auditors for the Pool or any Series, and to require annual audits and reports as the Board of Directors considers appropriate; and
 - (20) To do other things not inconsistent with the provisions of this Section 7.1 which the

Board of Directors deems necessary in carrying out its duties.

Section 7.2 Action by the Board of Directors. The Board of Directors will act and otherwise conduct the business of the Pool in accordance with the terms of this Agreement and as otherwise set forth in the Articles of Incorporation and Bylaws.

Section 7.3 Officers. The Board of Directors will appoint one or more of its number to be officers of the Corporation in accordance with the terms of the Articles of Incorporation and Bylaws.

ARTICLE VIII - SUPERVISORY AND INVESTMENT ADVISER; INVESTMENT MANAGER

Section 8.1 Supervisory and investment Adviser Agreement and Investment Management Agreement. When authorized by at least a majority of the Board of Directors, the Corporation on behalf of the Pool may, subject to the laws of the State of Alaska, from time to time enter into one or more Supervisory and Investment Adviser Agreements and Investment Management Agreements whereby the other party to such agreements will be designated as the Supervisory Investment Adviser and the Investment Manager, respectively, to the Corporation on behalf of the Pool, will agree to serve as such and will undertake to provide to the Corporation on behalf of the Pool such advice, assistance, facilities and services upon such terms and conditions as the Board of Directors may, in its discretion, determine.

Section 8.2 Duties. (a) The Supervisory and Investment Adviser Agreement and the Investment Management Agreement will be set forth in writing and will establish the duties and responsibilities of the Supervisory Investment Adviser and the Investment Manager. The Board of Directors will have power to retain the Supervisory Investment Adviser and the Investment Manager to provide such advice, assistance, facilities and services as the Board of Directors will, consistent with the applicable law and this Agreement, in its discretion, determine, including, without limitation, those set forth in this Section 8.2, provided that such advice, assistance, facilities and services will be provided in accordance with this Agreement and the Investment Policy or such amendments to them as are approved by the Board of Directors;

(b) The duties and responsibilities of the Supervisory Investment Adviser will include the following:

- (1) To provide technical direction to the Pool;
- (2) To review custodial and investment operations of the Pool, to include performance against established benchmarks;
- (3) To ensure that the Investment Policy established by the Board of Directors and required by the Alaska Investment Pool Act is adhered to;
- (4) To ensure that necessary reports are rendered both to the Board of Directors and to each Participant; and
- (5) To ensure that participants in the Pool receive necessary Pool-related information;

(c) The duties and responsibilities of the Investment Manager will include the following:

- (1) To act as the Pool's fiduciary and be responsible for investment and record keeping services;
- (2) To adhere to the Investment Policy and the Alaska Investment Pool Act;
- (3) To advise the Pool on the strategies being employed, to include risk and yield factors; and
- (4) To render periodic reports to both the Pool and Participants with regard to units held and account transactions.

Section 8.3 Provision of Services. The Supervisory Investment Adviser and the Investment Manager will provide such advice, assistance, facilities and services as the Board of Directors may determine, in accordance with Section 8.2 of this Agreement. However, the Supervisory Investment Adviser and the Investment Manager will have the power, subject to applicable law and with the consent of the Board of Directors, to retain third parties, whether or not affiliated with the Supervisory Investment Adviser and the Investment Manager, to provide all or some of the advice, assistance, facilities and services for which it has been retained by the Pool.

Section 8.4 Duty of Care. Management and investment of assets of the Pool by the Supervisory Investment Adviser and the Investment Manager will be done with the care, skill, prudence and diligence under the circumstances then prevailing that an institutional investor would use in the conduct of an enterprise of a like character and with like aims.

ARTICLE IX – UNITHOLDERS’ VOTING POWERS AND MEETINGS

Section 9.1 Voting Powers. A Unitholder, as a member of the Corporation on the record date for a meeting of members, will have power to vote on matters coming before the members including matters pertaining to the Pool as set forth in the Articles of Incorporation and Bylaws and by applicable law.

Section 9.2 Meetings. A Unitholder, as a member of the Corporation, will be entitled to attend meetings of members pursuant to the provisions of the Articles of Incorporation and Bylaws.

ARTICLE X- CUSTODIAN

Section 10.1 Qualifications, Appointments and Duties. (a) The Custodian will be designated by the Board of Directors and will, if such entity accepts such designation on the terms approved by the Board of Directors or any duly authorized officers of the Corporation, be a commercial bank with a subsidiary trust company or a trust company that is authorized to exercise corporate trust powers, have a combined capital and surplus of at least \$50 million or an equivalent level of indemnification and be subject to supervision by federal banking regulators.

(b) The Corporation on behalf of the Pool, at all times, will employ a Custodian with authority as agent, but subject to such restrictions, limitations and other requirements, if any, as may be contained under the laws of the State of Alaska, this Agreement or the Bylaws:

- (1) To hold the securities owned by the Corporation on behalf of the Pool in the name of the Pool or otherwise as authorized by the Board of Directors and to deliver the same upon written order or other means approved by the Board of Directors with written confirmation;
- (2) To hold collateral securing certificates of deposit, repurchase agreements and other instruments as allowed under the Investment Policy or required by the Board of Directors;
- (3) To receive and receipt for any monies due to the Corporation on behalf of the Pool and deposit the same in its own banking department or otherwise as the Board of Directors may direct;
- (4) To disburse such funds upon orders or vouchers, all upon such basis of compensation as may be authorized by the Board of Directors; and
- (5) To deliver and pay over all property of the Corporation as directed by the Board of Directors.

(c) The Board of Directors may also authorize the Custodian to employ one or more sub-

custodians or agents from time to time to perform acts and services on behalf of the Custodian; provided that such sub-custodians or agents must each have a combined capital and surplus or level of indemnification of at least that specified for the Custodian in (a) of this Section 10.1 and must be subject to supervision by federal banking regulators.

Section 10.2 Central Certificate System. Subject to the laws of the State of Alaska, the Board of Directors may direct the Custodian to deposit all or any part of the securities owned by the Pool in a system for the central handling of securities pursuant to which system all securities of any particular class or series of any issuer deposited within the system are treated as tangible and may be transferred or pledged by bookkeeping entry without physical delivery of such securities.

ARTICLE XI - INVESTMENT OFFICER

Section 11.1 Appointment. The Board of Directors will designate for each Series one or more Investment Officers who will be responsible for the investment of assets transferred to that Series. By authorizing Participation in any Series, each Public Entity will thereby designate the Investment Officers for that Series as such Public Entity's Investment Officers responsible for the assets transferred to such Series, pursuant to the Alaska investment Pool Act. The Investment Manager may be designated as the investment Officer by the Board of Directors.

Section 11.2 Scope of Authority. The investment Officer of each Series will be authorized to run the day-to-day investment operations of that Series in conformance with this Agreement and such purposes, objectives and requirements as the Board of Directors may set forth in the Series Supplement for that Series. Within the limits of such Series Supplement, the Investment Officer of each Series will be authorized, to the fullest extent allowable by law, to buy, sell, swap, invest, reinvest and otherwise manage the assets of that Series.

Section 11.3 Management Reports. At least once each month, each Investment Officer will prepare a written report concerning the investment transactions of the applicable Series for which such Investment Officer is responsible for the preceding year, and describing in detail the Investment position of such Series as of the date of the report. If the Board of Directors has appointed two or more Investment Officers for a Series, those officers will prepare that report jointly. The report will be signed by each Investment Officer and will be delivered to the Board of Directors.

ARTICLE XII - DISTRIBUTIONS AND REDEMPTIONS

Section 12.1 Distributions. (a) The Board of Directors will have power, to the fullest extent permitted by the laws of the State of Alaska, at any time to declare and cause to be paid distributions on Units of a particular Series, from the assets belonging to that Series, which distributions, at the election of the Board of Directors, may be made monthly or otherwise pursuant to a standing resolution or resolutions adopted with such frequency as the Board of Directors may determine, and may be payable in cash or Units of that Series at the election of each Unitholder of that Series. The amount of such distributions and the payment of them will be wholly in the discretion of the Board of Directors.

(b) Notwithstanding anything in this Agreement to the contrary, the Board of Directors may at any time declare and distribute pro rata among the Unitholders of a particular Series as of the record date of that Series fixed as provided in Section 14.3 of this Agreement a distribution in the form of Units.

Section 12.2 Redemptions. (a) In case any holder of record of Units of a particular Series desires to redeem some or all of its Units, it may deposit at the office of the Custodian or other authorized agent of the Pool a written request, or such other form of request as the Board of Directors may from time to time authorize, requesting that the Series redeem the Units in accordance with this Section 12.2. The Unitholder so requesting will be entitled to require the Series to redeem such Units, and the Series will redeem such Units, at the Net Asset Value thereof next calculated, as described in Section 12.3 of this Agreement. The Series will make payment for any such Units to be redeemed in cash from the assets of that Series.

(b) The Board of Directors will specify procedures pursuant to which the Unitholder may, under normal circumstances, redeem its Units and receive payment on them by wire and in the form of immediately available funds within the same business day. In any event, except for the provisions of (c) of this Section 12.2, payment for such Units will be made by the Pool from that Series to the Unitholder of record no later than seven days after the date upon which the request is effective.

(C) Notwithstanding anything to the contrary, the provisions of this Section 12.2 and any procedures for the redemption of Units and the payment on them will be subject to Section 12.4 of this Agreement.

Section 12.3. Determination of Net Asset Value and Valuation of Portfolio Assets. (a) The net income of the Pool and Net Asset Value per Unit will be determined as of the close of trading on each day the Federal Reserve Bank of San Francisco is open for business (and at such other times as the Board of Directors may determine). The net income of the Pool (from the time of the immediately preceding determination thereof) will consist of (1) all interest income accrued on the portfolio assets of the Pool, less (2) all accrued expenses of the Pool. Such net income will be determined on the accrual basis in accordance with generally accepted accounting practices. Interest income will include amortization of purchase discount or premium. Securities in the Pool's portfolio will be valued as set forth in the Investment Policy.

(b) All the net income of the Pool, at the time of each determination thereof, will be allocated among and accrue to each Unitholder at the time of such determination in proportion to the number of Units then held by each Unitholder. If the net income of the Pool at the time of such determination is a negative amount, the Board of Directors will have power and authority (1) to allocate such negative amounts among the Unitholders in proportion to the number of Units held at the time of such determination and to offset the allocable share of each Unitholder of such negative amount against any income accrued to such Unitholder, and (2) to reduce the number of outstanding Units of the Pool by reducing the number of Units of each Unitholder by that number of Units which represents the amount of its allocable share of such negative amount which is not offset against income accrued to such Unitholder.

(c) The Net Asset Value per Unit at the time of each determination thereof will be determined by taking the value of all assets of the Pool (valued on the same basis as in the determination of the net income of the Pool at the time of such determination) less accrued expenses and arrearages and divided by the number of Units then outstanding.

(d) For purposes of this Section 12.3, the term Pool will refer to each Series of the Pool if more than one Series is outstanding. The net income and Net Asset Value of each Series and of Units of each Series will be calculated separately from that of all other Series.

Section 12.4. Suspension of the Right of Redemption. The Board of Directors may declare a suspension of the right of redemption or postpone the date of payment for the whole or any part of any period during which an emergency exists as a result of which disposal by the Corporation on behalf of the Pool of securities owned by it is not reasonably practicable or it is not reasonably practicable for the Corporation on behalf of the Pool fairly to determine the value of its net assets. A suspension pursuant to this Section 12.4 will take effect at such time as the Board of Directors will specify but not later than the close of business on the business day next following the declaration of suspension. Thereafter there will be no right of redemption or payment until the Board of Directors will declare the suspension at an end. Any suspension pursuant to this Section 12.4 will continue only so long as the Board of Directors concludes such suspension is in the best interests of the Unitholders. In the case of a suspension of the right of redemption, a Unitholder may either withdraw a request for redemption or receive payment based on the Net Asset Value per Unit existing after termination of the suspension.

ARTICLE XIII STANDARD OF CARE, LIMITATION OF LIABILITY, AND INDEMNIFICATION

Section 13.1. Standard of Care, Limitation of Liability. (a) The management and investment of Participants' assets by the Corporation, its officers, directors, employees and agents will be done with the care, skill, prudence and diligence under the circumstances then prevailing that an institutional

investor would use in the conduct of an enterprise of a like character and with like aims.

(b) The members of the Board of Directors, officers and employees of the Corporation will not be liable for any mistakes of judgment or other actions taken or omitted by them in good faith, nor will they be liable for any action taken or omitted by an agent, employee or independent contractor selected in good faith by them or any of them, nor will they be liable for loss incurred through Investment of funds through the Corporation or failure to Invest

(C) No director, officer or employee of the Corporation will be liable for any action taken or omitted by any other director, officer or employee.

Section 13.2. Board of Directors Good Faith Action. Expert Advice, No Bond or Surety. The exercise by the Board of Directors of its powers and discretion under this Agreement in good faith will be binding upon all interested parties. Subject to the provisions of Section 14.1 and to Article XIII of this Agreement, the Board of Directors will not be liable for errors of judgment or mistakes of fact or law. The Board of Directors may take advice of counsel or other experts with respect to the meaning and operation of this Agreement and, subject to the provisions of Section 14.1 of this Agreement and this Article XIII, will be under no liability for any act or omission in accordance with such advice or for failing to follow such advice. Directors will not be required to give any bond or act as a surety under this Agreement.

Section 13.3. Indemnification. Insurance. (a) The Corporation will defend, indemnify and hold harmless each director, officer and employee of the Corporation for expenses, including attorney's fees, and the amount of any judgment, money decree, fine, penalty or settlement for which he or she may become liable by reason of his or her being or having been a director, officer or employee of the Corporation who exercises powers or performs duties for the Corporation, except in relation to matters as to which that director, officer or employee is finally adjudged in any action, suit or proceeding to be liable for failure to act in good faith in the performance of his or her duties as such director, officer or employee.

(b) At the discretion of the Board of Directors, the Corporation may purchase and maintain insurance on persons associated with the Corporation and as expressly provided in its Bylaws.

ARTICLE XIV – MISCELLANEOUS

Section 14.1. Corporation and Pool Not a Partnership. It is hereby expressly declared that the Corporation is a separate and distinct nonprofit corporation and not a partnership. No Director will have any power to bind personally either the Board of Directors or officers of the Corporation or any Participant. All persons providing services or property to, contracting with or having any claim against the Corporation on behalf of the Pool, its officers, Board of Directors, employees and agents will look only to the assets of the appropriate Series for payment thereof under this Agreement. Neither the Participants nor the Board of Directors nor any officers, employees or agents of the Corporation, whether past, present or future, will be personally liable therefor.

Section 14.2. Ownership of Assets of the Pool. The assets of the Pool will be held separate and apart from all other assets, including the assets of other Series of the Pool. Legal title to all of the assets of the Pool will at all times be considered as vested in the Corporation, as custodian for the appropriate benefit of the respective Unitholders. No Unitholder will be deemed to have a severable ownership in any individual asset of the Pool or any right of partition or possession of it, but each Unitholder will have a proportionate undivided beneficial interest in the assets of the Pool or of a Series of the Pool.

Section 14.3. Establishment of Record Dates. The Board of Directors may fix in advance a date, not exceeding fifty days and not less than ten days preceding the date of any meeting of members of the Corporation, or the date for payment of any distributions, or the date for the allotment of rights or the date when any change or conversion or exchange of Units will go into effect, as a record date for the determination of the persons entitled to notice of, and to vote at, any such meeting, or entitled to receive payment of any such distributions, or to any such allotment or rights, or to exercise the rights in case such persons and only such persons as will be members of the Corporation of record on the

dates so fixed will be entitled to such notice of, and to vote at, such meeting, or to receive payment of such distributions, or to receive such allotment or rights or to exercise such rights, as the case may be, notwithstanding any transfer of any Units on the books of the Pool after any such record date is fixed.

Section 14.4. Termination of Pool. (a) The Pool will continue for a period of 40 years and then terminate, unless sooner terminated pursuant to this Section 14.4 or unless the Board of Directors by at least a simple majority vote extends the period for an additional period of time.

(b) The Board of Directors may at any time sell and convert, or cause to be sold and converted, into money all the assets of the Pool or of any Series. Upon making provision for the payment of all outstanding obligations and unpaid expenses, accrued or contingent, of the Pool or of the affected Series, the Board of Directors may distribute the remaining assets of the Pool or of the affected Series ratably among the holders of the outstanding Units of the Pool or of the affected Series.

(c) Upon completion of the distribution of the remaining proceeds or the remaining assets as provided in (b) of this Section 14.4, the Pool or the affected Series will terminate, and the Board of Directors will be discharged of any and all further liabilities and duties under this Agreement pertaining to the Pool or the affected Series, as the case may be, and the rights, titles and interests of all parties will be canceled and discharged.

Section 14.5 Open References. Headings. Principal Office. (a) The original or a copy of this Agreement will be kept at the principal office of the Corporation where any Unitholder may inspect it. All records of the Pool will be maintained in accordance with the Articles and Bylaws.

(b) Anyone dealing with the Pool may rely on a certification by the Board of Directors or an officer of the Corporation as to whether or not any supplements to this Agreement have been made and as to any matters in connection with the Pool under this Agreement, and with the same effect as if it were the original, may rely on a copy certified by the Board of Directors or an officer of the Corporation to be a copy of this instrument or of any supplement. In this Agreement or in any supplement, references to this Agreement will be deemed to refer to this Agreement as amended or affected by any such supplement to this Agreement.

(c) Headings are placed in this Agreement for convenience of reference only, and in case of any conflict, the text of this instrument, rather than the headings, will control.

(d) This instrument may be executed in any number of counterparts, each of which will be deemed an original.

(e) The principal office of the Corporation will be located at 217 Second Street, Suite 200, Juneau, Alaska 99801 or such other office as the Board of Directors may from time to time determine.

Section 14.6 Applicable Law. The terms and conditions of this Agreement will be governed by and interpreted in accordance with the laws of the State of Alaska. The Corporation is a nonprofit corporation incorporated pursuant to the Alaska Nonprofit Corporations Act and further established pursuant to the Alaska Investment Pool Act.

Section 14.7 Amendments. (a) This Agreement and any Series Supplement may be amended by a two-thirds vote of the Board of Directors. Such amendments will take effect at a time fixed by the Board of Directors but in no event sooner than 60 days after notice of such amendment has been provided to all Participants holding Units of each Series affected by the amendment. Such notice will contain a description of the amendment and the date such amendment becomes effective. Participants who have not withdrawn from the Agreement (or if the amendment is to a Series Supplement, the affected Series) by the date upon which the amendment becomes effective will be deemed to have consented to the amendment. Copies of the amendment will be kept in accordance with Section 14.5 of this Agreement.

(b) Notwithstanding the provisions of (a) of this Section 14.7, creation of a new Series and issuance of a new Series Supplement will be deemed an amendment to this Agreement, but it may be effected by a majority vote of the Board of Directors and will not require the notice to Participants described in (a) of this Section 14.7. Copies of the Series Supplement will be kept as specified in Section 14.5 of this Agreement.

Section 14.8 Fiscal Year. The fiscal year of the Corporation and therefore the Pool will end on a date established by resolution of the Board of Directors as required in the Bylaws, and the Board of Directors may, without Participant approval, change the end of the fiscal year of the Corporation and the Pool.

Section 14.9 Defect As To Provision or Participation. (a) The provisions of this Agreement are severable, and if one or more of such provisions are found to be in conflict with applicable law, such provisions will be deemed never to have constituted a part of this Agreement; provided however, that such findings will not affect or impair any of the remaining provisions of this Agreement, or render invalid or improper any action taken or admitted prior to such finding.

(b) A Participation in this Agreement or transfer of assets to the Corporation for placement in the Pool or to any Series of the Pool by a person who is not qualified, by virtue of law or otherwise, to so participate, (1) will not operate to terminate this Agreement or the Participation of other Participants and (2) will not invalidate or otherwise adversely affect the Pool and the interests of those other Participants.

IN WITNESS WHEREOF, the parties to this Agreement, acting through their respective governing bodies and authorized representatives, hereby execute this Agreement as of _____, 20__.

ALASKA MUNICIPAL LEAGUE
INVESTMENT POOL, INC

(Name of Government Entity)

By: _____

By: _____

Its: _____

its: _____

(Seal)

(Seal)

AMLIP ACCOUNT APPLICATION / SIGNATURE CARD

- Application
 Signature Card Revision

Account Number (and underlying portfolios): _____

Submit the completed application by fax or email. Be sure to include the certification signature and Seal at the bottom of page 2.

Fax to 1-800-642-5089 or Email to ISC_Cleveland@keybank.com

1. ACCOUNT REGISTRATION

Government Entity Name: [Click to enter government entity name](#)

Mailing Address: [Click to enter mailing address](#)

City: [Click to enter city.](#)

State: **AK** Zip Code: [Click to enter zip code](#)

Primary Contact: [Click to enter primary contact name](#)

Phone Number: [Click to enter primary contact phone](#)

Email Address: [Click to enter primary contact email](#)

Secondary Contact: [Click to enter secondary contact name](#)

Phone Number: [Click to enter secondary contact phone](#)

Email Address: [Click to enter secondary contact email](#)

2. SIGNATURE AND TAX CERTIFICATION

I certify that [Click to enter tax identification number](#) is the correct Tax Identification Number and that the government entity is an exempt recipient.

Under the penalties of perjury, I certify that the information provided on this application is true, correct and complete, and agree to the terms thereof.

Signature: _____ Date: _____

Title: [Click to enter title](#)

[If you are unable to certify your status as an exempt recipient, or have any questions, please contact Alaska Permanent Capital Management at 907-272-7575.]

3. CERTIFICATE OF AUTHORITY

It is necessary for you to provide a certified copy of a Certificate of Authority identifying those individuals who may authorize withdrawals. The attached form needs to be used for this purpose. A certified copy of a resolution is also acceptable. It is understood that the Pool, KeyBank (the Custodian Bank) may rely upon these authorizations until revoked or amended by written notices delivered to KeyBank by registered or certified mail.

CERTIFICATE OF AUTHORITY

The undersigned hereby certifies and affirms that he/she is the duly elected/delegated/appointed [Click to enter title of undersigned](#) of [Click to enter name of government entity](#) (herein "Investor"), a [Click to enter type of government entity](#), organized under the laws of the State of Alaska. The Undersigned hereby certifies that the [Click to enter officers' title](#) of the Investor are authorized to open an account in the name of the Investor in the Alaska Municipal League Investment Pool and to invest such funds of the Investor in this account as they may deem necessary; that the persons authorized below may endorse checks and other instruments for investment in said account and that written requests withdrawing said funds must be signed by [Click to enter number](#) of the persons authorized below.

The undersigned further certifies that the Pool and its Custodian Bank, KeyBank, shall be held harmless and fully protected in relying from time to time upon any certifications by the secretary or clerk of the Investor as to the names of the individuals occupying such offices and in acting in reliance upon the foregoing certification until actual receipt by them of a Certificate of Authority issued by the secretary or clerk of the Investor modifying or revoking any or all such resolutions.

The undersigned further certifies that the following individuals occupy the offices designated

Name: [Click to enter name](#)
Title: [Click to enter title](#). Signature: _____

Name: [Click to enter name](#)
Title: [Click to enter title](#). Signature: _____

Name: [Click to enter name](#)
Title: [Click to enter title](#). Signature: _____

Name: [Click to enter name](#)
Title: [Click to enter title](#). Signature: _____

Use the space below to include additional names, titles and signatures on printed page as needed. Attach an additional certificate of authority page if necessary.

Name: _____
Title: _____ Signature: _____

Name: _____
Title: _____ Signature: _____

Name: _____
Title: _____ Signature: _____

Name: _____
Title: _____ Signature: _____

Government Entity Name: [Click to enter government entity name](#)

Signature:

{SEAL}

[Click to enter title](#)

Government Entity's Seal Date: _____

**BYLAWS
OF
ALASKA MUNICIPAL LEAGUE INVESTMENT POOL, INC.**

ARTICLE I - OFFICES

Section 1. Registered Office.

A registered office will be maintained by the Corporation in the State of Alaska at such location as the Board of Directors, from time to time, designates.

Section 2. Other Offices.

The Corporation also may have offices at such other places both within and without the State of Alaska as the Board of Directors may from time to time determine or as the business of the Corporation may require.

ARTICLE II - MEMBERS

Section 1. Qualifications.

(a) The Corporation will have one class of voting members consisting of public entities in Alaska defined as political subdivisions of the State of Alaska, including municipalities and their subdivisions, school districts and regional educational attendance areas. The Corporation may enter into an Alaska Municipal League Investment Pool, Inc. Common Investment Agreement with a member.

(b) A person seeking to be a member under this Section 1 may become a member only upon approval of the Board of Directors and remain a member only so long as that person satisfies the conditions of this Section 1 and Article VII of these Bylaws.

(c) As a basis for its approval of an application for membership in the Corporation by a person, the Board of Directors will require the person to provide a certified copy of an ordinance (in the case of a municipality and its subdivisions) enacted by the corresponding governing body or a certified copy of a resolution or other procedure (in the case of other public entities as defined in (a) of this Section (1)) adopted by the corresponding governing body. The ordinance or resolution must be in a form as adopted, approved or otherwise authorized by the Board of Directors. The following approvals and authorizations must be contained within the ordinance or resolution:

(i) Approval of public entity membership in the Corporation and the terms and conditions of the investment pool agreement between the Corporation, the person and other participants in the investment pool administered by the Corporation;

(ii) Authorization for one or more officers of the person to execute and deliver the investment pool agreement and any amendments to it to the Corporation and to do other acts to allow the person to become a member of the Corporation; and

(iii) Authorization of the transfer of public funds of the person to the Corporation for placement and investment in the investment pool administered by the Corporation.

Section 2. Location of Meetings.

All meetings of members, for the purpose of electing directors and for the transaction of such other business as properly may come before the members, will be held during the week of the annual conference of the Alaska Municipal League normally held in November of each year or on such other day and at such time as will be designated by the Board of Directors.

Section 3. Special Meetings.

Special meetings of the members may be called at any time by the President, the Board of Directors, or members holding not less than one-tenth of all the votes entitled to be cast at such meeting.

Section 4. Notice of Meetings.

Written or printed notice stating the place, day and hour of the meeting and, in the case of a special meeting, the purpose or purposes for which the meeting is called, will be delivered not less than 10 nor more than 50 days before the date of the meeting, either personally, by mail or by facsimile transfer to each member of record entitled to vote at such meeting. Only members of record on the record date established by the Board of Directors pursuant to Section 6 of this Article II will be entitled to notice of such meeting.

Section 5. Quorums and Adjournments.

Members holding at least one-third of the votes entitled to be cast, present in person or by electronic media, or proxy will constitute a quorum at all meetings of the members for the transaction of business except as otherwise, provided by applicable law or by the Articles of Incorporation for the Corporation. If, however, such quorum initially is not present or represented at any meeting of the members, those members present in person or electronic media and entitled to vote will have power to adjourn the meeting from time to time, without notice other than announcement at the meeting, until a quorum is present or represented. At such reconvened meeting at which a quorum is present or represented, any business may be transacted which might have been transacted at the original meeting.

Section 6. Voting Rights.

(a) The persons entitled to receive notices of and to vote at any member meeting will be determined from the records of the Corporation on the record date of mailing of the notice or on such other record date determined by the Board of Directors, but in no event more than 50 nor less than 10 days before such meeting fixed in advance by the Board of Directors.

(b) A public entity will be entitled to vote as a member of the Corporation at an annual or special meeting of members; provided that the public entity has on the record date determined by the Board of Directors for that meeting a positive balance in an investment account held in the investment pool maintained through the Corporation.

(c) Except, and to the extent, provided otherwise by express provision of applicable law or of the Articles of Incorporation of the Corporation, each member entitled to vote at a meeting of members will have one vote registered in the name of the member in the membership books of the Corporation.

(d) If a quorum is present at any meeting, the affirmative vote of a majority of the votes represented at the meeting and entitled to vote on the subject matter will be the act of the members, unless by express provision of statute or of the Articles of Incorporation of the Corporation a different vote is required, in which case such express provision will govern and control.

Section 7. Meeting by Electronic Media.

The members may meet and transact business at an annual meeting or a special meeting by electronic media if the following procedure is followed: (1) notice to members of the time and locations where the meeting will be held by electronic media has been given in the same manner as if the meeting were held in a single location; (2) members in attendance can hear and have the same right to participate in the meeting as if the meeting were conducted in person; and (3) copies of pertinent reference materials, statutes, regulations and audio-visual materials are reasonably available to the members. A meeting by electronic media as provided in this Section 7 has the same legal effect as a meeting in person.

Section 8. Voting by Members.

A vote of a public entity which is a member of the Corporation may be voted by such officer or agent as the chief administrative officer that public entity may prescribe.

ARTICLE III - DIRECTORS**Section 1. Powers.**

All corporate powers will be exercised by or under the authority of, and the business and affairs of the Corporation will be managed under the direction of, the board of directors of the Corporation ("Board of Directors") except as expressly provided otherwise under Alaska Statutes AS 10.20, the Articles of Incorporation of the Corporation or these Bylaws.

Section 2. Number.

(a) The number of directors which will constitute the whole Board of Directors will be seven until the number is changed by adoption of a resolution amending these Bylaws by at least a simple majority of the Board of Directors; provided that the board of directors of the Alaska Municipal League will at all times have power to nominate, elect and otherwise appoint persons to a designated simple majority of the positions on the Board of Directors, and the members will at an annual or special meeting of members of the Corporation have power to nominate and elect persons to the other remaining designated positions on the Board of Directors.

(b) No reduction in the number of directors will have the effect of removing any director prior to the expiration of that person's term of office.

Section 3. Term.

(a) At the first annual election of directors and at each annual meeting thereafter persons will be elected to the Board of Directors to hold office until each successor is elected, qualified, and accepts office.

(b) The Board of Directors will be divided into three classes: Class I, Class II and Class III. Each such class will consist, as nearly as possible, of one-third of the whole number of the Board. The initial Class I directors as determined by the initial Board of Directors will serve until the next Annual Meeting following such date. The initial Class II directors as determined by the initial Board of Directors will serve until the second Annual Meeting following such date. The initial Class III directors as determined by the initial Board of Directors will serve until the third Annual Meeting following such date. In the case of each such class, such directors will serve, subject to their earlier death, resignation or removal in accordance with the Articles of Incorporation, these Bylaws and the laws of the State of Alaska, until their respective successors will be elected and will be qualified. At each Annual Meeting after the date of such filing, the directors chosen to succeed those whose terms will have expired will be elected to hold office for a term to expire at the third succeeding Annual Meeting after their election and, subject to their earlier death, resignation or removal in accordance with the Articles of Incorporation, these Bylaws and the laws of the State of Alaska, until their respective successors will be elected and will be qualified. If the number of directors is changed, any increase or decrease will be apportioned among such classes so as to maintain all classes as equal in number as possible, and any additional director elected to any class will hold office for a term which will coincide with the terms of the other directors in such class.

(c) As used in these Bylaws, the terms "whole Board" or "entire Board" will mean the number of directors the Corporation would have under these Bylaws at the time of determination if there were no vacancies.

Section 4. Vacancies.

(a) A vacancy on the Board of Directors will exist upon the death, resignation or removal of any director.

(b) Any director may resign at any time by giving written notice to the Board of Directors, the President, or the Secretary of the Corporation. Any such resignation will take effect upon receipt of such notice or at any later time specified in the notice. In the event the resignation of a director is tendered to take effect at a future time, a successor may be elected to take office when the resignation becomes effective.

(c) (i) Vacancies on the Board of Directors will be filled as follows:

(A) If pertaining to a director position within the allocation of directors to the Alaska Municipal League under Section 2 of this Article III, by a majority vote of the board of directors of the Alaska Municipal League at a regular or special meeting of the board of directors of the Alaska Municipal League; and

(B) If pertaining to a director position within the allocation of directors to the members under Section 2 of this Article III, by the Board of Directors.

(ii) Each director so elected will hold office for the balance of the unexpired term of that person's predecessor and until that person's successor is elected, qualified and accepts office.

(d) In no case may a vacancy continue for longer than six months or until the next annual meeting of the members, whichever first occurs.

Section 5. Qualifications.

(a) The qualifications for individuals appointed or elected to the Board of Directors are as follows:

(i) Must be at least 21 years of age; and

(ii) If to be elected by the members of the Corporation, must be nominated by at least one member of the Corporation; and

(iii) If to be appointed by the board of directors of the Alaska Municipal League, must be designated as the representative of the Alaska Municipal League.

(iv) Board members must be an employee or elected official of a member entity with money in the Pool.

(b) (i) In addition to the provisions of (a) of this Section 5, the composition of the Board of Directors must at all times meet the following criteria:

(A) A simple majority of the Board of Directors must be composed of individuals appointed by the board of directors of the Alaska Municipal League and designated as its authorized representatives;

(B) A simple majority of the Board of Directors must be composed of individuals each of whom is an authorized representative of a public entity which is an active participant in the investment pool services offered by the Corporation, i.e., a public entity that has entered into an Alaska Municipal League Common Investment Agreement through due and proper authorization, has a positive balance in an investment account held in the investment pool maintained by the Corporation and has not terminated that status; and

(C) A simple majority of the Board of Directors must be composed of individuals each of whom displays demonstrated professional competence in the fields of investment, finance, accounting or business.

- (ii) Notwithstanding other provisions of this Section 5, in the nomination or election of any individual to the Board of Directors due consideration will be given to individuals who display demonstrated professional competence in the fields of investment, finance, accounting or business.

Section 6. Executive Committee, Other Committees.

(a) The Board of Directors, by resolution adopted by at least a majority vote of the entire Board of Directors, may designate, from among its members, an Executive Committee of that board composed of at least two directors. The Executive Committee will have authority as set forth by resolution of the Board of Directors or these Bylaws, except as provided in (b) of this Section 6.

(b) The following areas of responsibility are expressly reserved to the Board of Directors and will not be delegated to the Executive Committee:

- (i) Approving or recommending to members actions or proposals required by Alaska Statutes 10.20 to be approved by members;
- (ii) Designating candidates for the office of director or filling vacancies on the Board of Directors or any committee of the Board;
- (iii) Adopting, altering, amending or repealing the Bylaws;
- (iv) Approving a plan or merger, sale of assets or other reorganization of the Corporation;
- (v) Authorizing, approving or ratifying contracts or other transactions involving the Corporation.

(c) The designation of the Executive Committee, the delegation to that committee of authority or action by that committee under that authority does not alone constitute compliance by a member of the Board of Directors or that committee with the responsibility imposed by law including to act in good faith, in a manner the member reasonably believes to be in the best interests of the Corporation, and with the care, including reasonable inquiry, as an ordinarily prudent person in a like position would use under similar circumstances.

(d) The Board of Directors, by resolution adopted by at least a majority vote of the entire Board of Directors, may designate, from among its members or otherwise, other committees for specific purposes of the board not otherwise inconsistent with these Bylaws.

Section 7. Meetings.

(a) Regular or special meetings of the Board of Directors or of the Executive Committee will be held at such place as may be designated from time to time by the Board of Directors or any other person calling the meeting. Meetings of the Board of Directors may be called by the President or by at least three directors on the Board of Directors. Meetings of the Executive Committee or another committee appointed by the Board of Directors may be called by the chair of that committee or by at least two members of that committee, as the case may be.

(b) The first meeting of each newly elected Board of Directors will be held, without notice, immediately following the adjournment of the annual meeting of members.

(c) Regular meetings of the Board of Directors, or of the Executive Committee, or of another committee appointed by the board may be held, without notice, at such time and place, as will from time to time be fixed by the board or these Bylaws.

(d) Special meetings of the Board of Directors, or of the Executive Committee, or of another

committee appointed by the board will be held upon either notice in writing sent 5 days before the meeting or notice by electronic means, personal messenger, or comparable person-to-person communication given at least 72 hours before the meeting. In the case of a special meeting, the notice must include disclosure of the business to be transacted and the purpose of the meeting.

- (e) (i) Any meeting of the Board of Directors, or of the Executive Committee, or of another committee appointed by the board which has been duly noticed and which could properly be held by the directors attending in person, may, at the discretion of the President of the Corporation or the chair of the committee in question, as the case may be, or at the request of at least three directors on the Board of Directors or at least two members of the Executive Committee or other committee, as the case may be, be conducted via conference telephone or similar means of simultaneous electronic communication, provided that the authority to meet and transact business by such electronic media must follow the following procedures:
 - (A) Notice of the time and locations where the meeting will be held by electronic media has been given in the same manner as if the meeting were held in a single location;
 - (B) Officers, directors and other participants in attendance can hear and have the same right to participate in the meeting as if the meeting were conducted in person; and
 - (C) Copies of pertinent reference materials, statutes, regulations and audio-visual materials are reasonably available to officers, directors and participants at the meeting.
- (ii) A meeting by electronic media as provided in this subsection (e) has the same legal effect as a meeting in person.

Section 8. Quorums.

(a) A majority of the directors at a meeting of the Board of Directors duly assembled will constitute a quorum for the transaction of business. The act of at least a majority of the directors present at any meeting of the Board of Directors at which a quorum is present will be the act of the Board of Directors, except as may be otherwise specifically provided by the Articles of Incorporation of this Corporation or by these Bylaws. If a quorum initially is not present at any meeting of directors, the directors present at that meeting may adjourn the meeting from time to time, without notice other than announcement at the meeting, until a quorum is present.

(b) A majority of the directors at a meeting of the Executive Committee or another committee appointed by the Board of Directors duly assembled will constitute a quorum for the transaction of business. The act of a majority of the members of such a committee present at any meeting of that committee at which a quorum is present will be the act of that committee, except as may be otherwise specifically provided by the Articles of Incorporation of this Corporation or these Bylaws. If a quorum initially is not present at any meeting of such a committee, the members present at that meeting may adjourn the meeting from time to time, without notice other than announcement at the meeting, until a quorum is present.

Section 9. Removal of Directors.

(a) Persons who are a part of the designated simple majority of the positions on the Board of Directors nominated, elected and otherwise appointed to that board by the board of directors of the Alaska Municipal League may be removed and replaced by other persons by a vote of at least a simple majority of the board of directors of the league at a regular or special meeting of the board of directors of the league.

(b) Persons who are a part of the designated minority of the positions on the Board of Directors

nominated and elected to that board by the members of the Corporation may be removed and replaced by other persons by nomination and election of other persons at an annual or special meeting of members as otherwise provided in these Bylaws.

ARTICLE IV - NOTICES AND WAIVERS

Section 1. Form of Notices.

Whenever under the provisions of statutes, of the Articles of Incorporation of the Corporation or of these Bylaws, notice is required to be given to any director or member, it will be given in writing, by mail, by facsimile transfer or by telegram, addressed to such director or member at such address as appears on the records of the Corporation. If by mail, it will be sent with postage thereon prepaid, and such notice by mail will be deemed to be given at the time when deposited in the United States mail. If addressed to a member, the address of the member will be used as appears on the membership books of the Corporation, or, if the member has filed with the Secretary a written request that the notice be mailed to a different address, the Corporation will mail the notice to that other address.

Section 2. Attendance at Meetings.

Attendance by a member or a director, either in person or by electronic media, will constitute a waiver of notice of such meeting, except where an appearance is made for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened.

Section 3. Waivers.

Whenever any notice is required to be given under the provisions of statutes, the Articles of Incorporation of the Corporation or these Bylaws, a waiver of the notice in writing, signed by the person entitled to the notice either before or after the time stated in the notice, will be deemed equivalent to the giving of that notice.

ARTICLE V - OFFICERS

Section 1. Designation.

The officers of the Corporation will be a President, a Secretary and a Treasurer; provided that the Board of Directors may, by resolution adopted by at least a majority of the directors, establish other officer positions and elect persons to fill those positions including Vice President and other officers, assistant officers and agents as the Board of Directors by resolution will designate. The Board of Directors by resolution may provide that an officer is an ex-officio member of the board. Any two officer positions may be held by the same person except the positions of President and Secretary.

Section 2. Election.

The Board of Directors, at its first meeting after each annual meeting of the members, will elect a President, a Secretary and a Treasurer. Other officers, assistant officers or agents of the Corporation will be elected at such meeting, or on such other occasions as the Board of Directors in its discretion will from time to time deem appropriate. Except in the event of removal by the Board of Directors, death, resignation, disqualification or abolition of an office, the officers, assistant officers and agents of the Corporation will hold office until their successors are chosen and qualified, or for such other period as the Board of Directors may determine.

Section 3. Vacancies and Removal.

- (a) A vacancy in any office because of death, resignation, removal, disqualification or any other cause will be filled in the manner prescribed in these Bylaws for regular appointments to such office, unless at least a majority of the directors vote to abolish such office (other than an office required by law).
- (b) Any officer, assistant officer or agent may be removed, or any office abolished (other than an office required by law), whenever in the judgment of the Board of Directors the best interests of the Corporation will be served, and such removal is pursuant to the affirmative vote of at least a majority of the Board of Directors.

(c) Any officer, assistant officer or agent may resign at any time by giving written notice to the Board of Directors, the President or the Secretary of the Corporation. Any such resignation will take effect upon receipt of such notice or at any later time specified in the notice. Unless otherwise specified in the notice, the acceptance of such resignation will not be necessary to make it effective, provided that the Board of Directors may reject any postdated resignation by notice in writing to the resigning officer.

(d) This Section 3 will not affect the rights of the Corporation or any corporate officer, assistant officer or agent under any express contract of employment.

Section 4. Compensation.

The salaries and other compensation of all officers, assistant officers and agents of the Corporation will be fixed by the Board of Directors.

Section 5. President.

The President will be responsible for carrying out policy directives of the Board of Directors and will be responsible for general management of the business of the Corporation. The President will preside at meetings of the members and directors, and the President will be ex officio a member of all standing committees, unless the Board of Directors designates otherwise. The President will have authority to sign or countersign all certificates, contracts and other instruments of the Corporation, under the seal of the Corporation or otherwise, except where required by law to be otherwise signed and executed, and except where the signing and execution thereof will be delegated or reserved by the Board of Directors to some other officer or agent of the Corporation. The President will perform all other duties as are incident to the office or are properly required of the President by the Board of Directors.

Section 6. Secretary.

The Secretary will attend all meetings of the Board of Directors and all meetings of the members and will record, or cause to be recorded, all votes and the minutes of all proceedings in a book to be kept for that purpose, and will perform like duties for the standing committees of the Corporation when required. The Secretary will give, or cause to be given, notice of all meetings of the members and special meetings of the Board of Directors, and will perform such other duties as may be prescribed by the Board of Directors or the President, under whose supervision the Secretary will be. Unless otherwise provided by the Board of Directors, the Secretary will have authority to affix the corporate seal to any instrument requiring a seal, and when so affixed, it will be attested by the Secretary's signature or by the signature of an Assistant Secretary, if any. The Board of Directors may give general authority to any other officer to affix the seal of the Corporation and to attest the affixing of that officer's signature.

Section 7. Treasurer.

The Treasurer will keep or cause to be kept accounts of all of the monies of the Corporation received and disbursed, and subject to direction of the Board of Directors, will safely keep or cause to be kept all securities and valuables of the Corporation. The Treasurer will, from time to time, make such reports to the officers, Board of Directors and members as may be required and will perform such other duties as may be prescribed by the Board of Directors or the President, under whose supervision the Treasurer will be. In the absence of a Treasurer, the duties of the Treasurer will be discharged by the Secretary, or such other officer as the Board of Directors will designate.

Section 8. Other Officers.

Other officers, assistant officers or agents appointed by the Board of Directors will exercise such powers and perform such duties as will be determined from time to time by the Board of Directors. Unless otherwise specified by the Board of Directors, any Assistant Secretary or Assistant Treasurer will have authority to exercise any powers delegated to them from the Secretary or Treasurer, respectively, and, in the absence of the Secretary or Treasurer, will assume all powers and discharge all duties ordinarily exercised by such absent officer.

ARTICLE VI - STANDARD OF CARE, INDEMNIFICATION, INSURANCE**Section 1. Institutional Investor Duty.**

The management and investment of assets of participants in investment pools formed and administered through the Corporation, its officers, directors, employees and agents will be done with the care, skill, prudence and diligence under the circumstances then prevailing that an institutional investor would use in the conduct of an enterprise of a like character and with like aims.

Section 2. Indemnification.

The Corporation will defend, indemnify and hold harmless each director, officer and employee of the Corporation for expenses, including attorney's fees, and the amount of any judgment, money decree, fine, penalty or settlement for which he or she may become liable by reason of his or her being or having been a director, officer or employee of the Corporation or who exercises powers or performs duties for the Corporation, except in relation to matters as to which that director, officer or employee is finally adjudged in any action, suit, or proceeding to be liable for failure to act in good faith in the performance of his or her duties as such director, officer or employee.

Section 3. Insurance.

At the discretion of the Board of Directors, the Corporation may purchase and maintain insurance on behalf of any person who is or was a director, officer, employee or agent of the Corporation, or is or was serving at the request of the Corporation as a director, officer, employee or agent of another corporation, partnership, joint venture, trust or other enterprise against any liability asserted against that person and incurred by that person in any such capacity, or arising out of that status, whether or not the Corporation would have the power to indemnify that person against such liability under the provisions of this Article VI.

ARTICLE VII - WITHDRAWAL AND TERMINATION OF MEMBERSHIP**Section 1. Participation.**

(a) A Public Entity may continue to be a member and a participant in the investment services offered through the Corporation subject to the terms and conditions of the Articles of Incorporation for the Corporation, the Alaska Municipal League Common Investment Agreement and these Bylaws.

(b) In the event that the Alaska Investment Pool Act (AS 37.23.010-37.23.900) is amended so as to expand the definition of "public entity" as set forth in Article II, Section 1(a) of these Bylaws, the Board of Directors will have the power to determine whether and under what circumstances any new category of public entity may become a member of the Corporation and a party to the Alaska Municipal League Common Investment Agreement. In the event that the Alaska Investment Pool Act is amended so as to exclude from the definition of "public entity" as contained in these Bylaws any previously included entity, the Board of Directors will promptly determine whether any existing member has lost its status as a public entity (or will lose such status upon effectiveness of such amendment). If the Board of Directors determines, after obtaining the advice of counsel, that an existing member is no longer a public entity (or will not be a public entity upon the effectiveness of the amendment), the Board of Directors will so notify that member, redeem any units of that member in the Corporation and transfer to that member the resulting funds and other investment funds of that member administered through the Corporation and terminate the membership in the Corporation and participation of that member in any investment pools of the Corporation. The Board of Directors will have final authority with respect to determinations under this subsection (b).

(c) Should the federal income tax law be amended so as to cause the income of an investment pool established by the Corporation and subject to the Alaska Municipal League Investment Pool, Inc. Common Investment Agreement to be subject to federal income taxation, the Board of Directors will promptly determine whether that subjugation could be eliminated through the termination of membership in the Corporation and termination of participation in that investment pool by one or more public entities and may, upon advice of legal counsel, terminate the membership in the Corporation and the participation of those public entities in the pool to eliminate the subjugation of the pool to federal income taxation. Should the Board of Directors determine to terminate the

membership and participation of a public entity under this subsection (c), it will so notify that member, redeem any units of that member held in the Corporation and transfer to that member the resulting funds and other investment funds of that member administered through the Corporation and terminate the membership and participation of that member. The Board of Directors will have final authority with respect to determinations under this subsection (c).

Section 2. Withdrawal from Participation.

A member may withdraw from the Corporation, subject to the provisions of these Bylaws and of any Alaska Municipal League Investment Pool, Inc. Common Investment Agreement entered into with the Corporation.

ARTICLE VIII - CERTIFICATES

Section 1. Form of Certificates.

Certificates for membership in the Corporation will be in such form (not inconsistent with the Articles of Incorporation of the Corporation or applicable law) as approved by the Board of Directors and will be numbered and entered in the membership books of the Corporation as they are issued. Every certificate for membership will be signed by the President or a Vice President and by the Secretary or an Assistant Secretary.

Section 2. Membership Registrars.

The Board of Directors may, from time to time, appoint one or more registrars for memberships in the Corporation who will have such powers and duties as the Board of Directors will specify.

Section 3. Presumption of Membership.

The Corporation will be entitled to treat the holder of record of any certificate for membership as the holder in fact of that certificate authorizing the holder to vote as such member and, accordingly, will not be bound to recognize any equitable or other claim to or interest in such membership on the part of any other person, whether or not the Corporation will have express or other notice thereof, except as expressly provided by applicable law.

Section 4. Membership without Certificates.

Notwithstanding the provisions of Sections 1 through 3 of this Article VIII, the Board of Directors may, by resolution, authorize the issuance without certificates of some or all of the memberships in the Corporation. The authorization does not affect memberships that are already represented by certificates until the certificates are surrendered to the Corporation.

ARTICLE IX - BOOKS AND RECORDS

Section 1. Correct and Complete, Inspection.

(a) The Corporation will keep correct and complete books and records of account and will keep minutes of the proceedings of its members, the Board of Directors, and committees appointed by the board, if any.

(b) All books and records of the Corporation may be inspected by any member or its agent or attorney for any proper purpose at any time during normal business hours at the registered office of the Corporation in Alaska.

Section 2. List of Members Entitled To Vote.

The Corporation will keep at its registered office in Alaska a record of the names and addresses of members entitled to vote.

Section 3. Alaska Open Meetings Law.

All annual and special meetings of the members of the Corporation, all regular and special meetings of the Board of Directors and all meetings of committees of the Board of Directors, if any, will be conducted in accordance with the Alaska open meetings law found at AS 44.62.310.

ARTICLE X - ADMINISTRATIVE STRUCTURE

Section 1. Executive Director, Staffing.

(a) The day-to-day operations of the Corporation will be carried out by an Executive Director under the supervision of the President of the Corporation. The Executive Director will carry out other tasks as assigned by the President of the Corporation. The position of Executive Director of the Corporation will be filled by the executive director of the Alaska Municipal League.

(b) The Executive Director of the Corporation will be supported by staff of the Alaska Municipal League and such other staff as the Board of Directors may by resolution approve.

(c) The Corporation will share office space and office equipment and furniture with the Alaska Municipal League in the existing offices of the Alaska Municipal League at 217 Second Street in Juneau, Alaska, or such other offices which the Alaska Municipal League may acquire or lease, and such other office space and office equipment and furniture as the Board of Directors may by resolution approve.

(d) The Corporation will enter into agreements with the Alaska Municipal League and as adopted by the Board of Directors setting forth the terms and conditions for the implementation of and compliance with the provisions of (a), (b) and (c) of this Section 1 including but not limited to the following:

- (i) The sharing of time and payment therefor of the individual who will be the Executive Director of the Corporation and the Executive Director of the Alaska Municipal League;
- (ii) The sharing of time and payment therefor of the individuals who will be the staff of the Corporation and the staff of the Alaska Municipal League;
- (iii) The sharing of office space and office equipment and furniture with the Alaska Municipal League and the payment therefor; and
- (iv) The providing of general office administrative services by the Alaska Municipal League to the Corporation not otherwise provided by a contract manager, adviser, investment officer or custodian.

Section 2. Use of Name, Marketing.

(a) The Alaska Municipal League will do the following:

- (i) Allow the use of its name in the corporate name of the Corporation, in agreements and other documents entered into by the Corporation and in other materials or settings used by the Corporation and in the advertising of the services of the Corporation; and
- (ii) Assist in dissemination of information to the membership of the Alaska Municipal League and other public entities in Alaska pertaining to the investment services of the Corporation, prepare and publish articles in its publications on those services, arrange for meetings between its members and the investment manager retained by the Corporation and otherwise assist in apprising the members of the Alaska Municipal League and others of the services of the Corporation.

(b) Should the Alaska Municipal League in the future cease to have the power to nominate, elect and otherwise appoint persons to a designated simple majority of the positions on the Board of Directors, the Corporation must immediately cease all use of the league's name, and the services set forth in Sections 1 and 2 of this Article X will terminate.

Section 3. Institutional Fee.

In return for the ongoing services of the Alaska Municipal League as set forth in Sections 1 and 2 of this Article X and for the use of the name of the Alaska Municipal League and its logo, the Corporation will pay to the Alaska Municipal League for each common investment agreement entered into between a Public Entity and the Corporation an institutional fee, based upon the average monthly assets subject to each common investment agreement entered into between the Corporation and a member of the Corporation. The institutional fee will be due and payable on a monthly basis for so long as there is a positive balance in assets of the Public Entity which are subject to that common investment agreement. The amount of the institutional fee will be established by the Board of Directors, by resolution.

ARTICLE XI - GENERAL PROVISIONS

Section 1. Checks, Drafts.

All checks, drafts or other orders for payment of money, notes or other evidences of indebtedness, issued in the name of or payable to the Corporation, will be signed or endorsed by such person or persons and in such manner as will be determined from time to time by resolution of the Board of Directors.

Section 2. Fiscal Year.

The fiscal year of this Corporation will be fixed by resolution of the Board of Directors.

Section 3. Headings.

The headings contained in these Bylaws are for convenience only and will not in any way affect the meaning or interpretation of these Bylaws.

ARTICLE XII - AMENDMENT OF BYLAWS

Section 1. Amendment and Repeal.

- (a) Except as otherwise provided by law, the power to adopt, alter, amend or repeal these Bylaws and to adopt new Bylaws will be vested exclusively in the Board of Directors.
- (b) The adoption, alteration, amendment or repeal of these Bylaws and the adoption of new Bylaws must be accomplished by a vote of at least a simple majority of the whole Board of Directors at a regular or special meeting called by written notice, and that notice must include a brief description of the proposal.

Section 2. Recordation.

Whenever action is taken to amend or alter the Bylaws or to adopt a new Bylaw, a copy of the amendment, alteration or new Bylaw will be filed and kept in the minute book with the original Bylaws. If any Bylaw is repealed, the fact of such repeal and the date on which it occurred will be recorded in the minute book, and a copy of it will be placed next to the original Bylaws.

I, the undersigned being the Secretary of ALASKA MUNICIPAL LEAGUE INVESTMENT POOL, INC. hereby certify the foregoing to be the Bylaws of the Corporation, as adopted by the Board of Directors, on the 14th day of August, 1992.

Secretary

As amended in June 2007

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	January 14, 2020
	<u>Agenda Section</u>	12

Approval to Purchase Used Dump Truck from Unknown Vendor in an Amount Not to Exceed \$80,000

SUBMITTED BY:

Rolland Howell, Public Works Director

<u>FISCAL NOTE:</u>		
Expenditure Required: \$80,000		
FY 19: \$	FY 20: \$80,000	FY21: \$
Amount Budgeted:		
FY20 \$80,000 (Resolution 09-19-1497, 10-22-2019)		
Account Number(s):		
11000 024 7900		
Account Name(s):		
Public Works Capital Equipment		
Unencumbered Balance(s) (prior to expenditure):		
\$		

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

ATTACHMENTS: 1. Mechanic Notes 2. Body Builder Guide 3. Quote from Kenworth Dump Truck (Everett) 4. Pictures

RECOMMENDATION MOTION:
Move to Approve the Purchase of a Used Dump Truck from Unknown Vendor in an Amount Not to Exceed \$80,000

SUMMARY STATEMENT:

At the October 22nd meeting the Assembly approved a budget amendment for up to \$80,000 for acquisition of a used, replacement dump truck. An engine cross member cracked and the replacement part is no longer manufactured. The cross member is considered a portion of the frame of the vehicle, and therefore, may only be fixed by a couple of methods without compromising the stability of the frame. Repairs that include welding may only be done horizontally to be in compliance with manufacturer's (MACK's) requirements. The cross member on the CBW dump truck broke vertically. This eliminates welding as a compliant repair. As double confirmation of this, the Garage staff contacted a MACK Certified Service Provider to confirm the limits of what would be allowed. As of the time the agenda statement was written the service provider had not yet been able to respond in writing about what would/would not be allowed. This information will be provided to the Assembly as soon as staff has it.

Many thanks to the Mayor for jumping in to help as he searched as well calling dealers, running down part numbers and working with our Mechanic to try to come up with a solution. We thought he might have found a replacement bracket, but it has four mounting holes, instead of the three in the current bracket. The only way to use the four-hole bracket is to weld shut the original holes for three-hole bracket and drill four new holes to attach the new bracket. Lorne Cook, Mechanic, indicates the welds on the "old holes" change the tensile strength of the frame which could lead to fractures. The understanding is also that this type of welding activity would also not meet manufacturer's requirements – and therefore – be in violation of the Federal Motor Carrier Act.

The idea of sending the existing dump truck out for a rebuild was explored as a potential replacement option. However, when a rebuild is completed on a vehicle the frame is not replaced or modified. The cracked cross member still remains as an issue in this scenario as well.

The issue was back before the Assembly for approval to purchase a specific used Dump Truck from Spokane, Washington. Although that purchase was approved, the Assembly set some specific parameters prior to the purchase being allowed. First, a response from MACK to the email sent to them asking for any solution to fix the truck, must be received and confirmed there is no option for repair. Second, the Assembly requested an independent inspection of the rig proposed for purchase.

The Garage staff finally received an email response from MACK. The email response was a copy of the Body Builder Guide that outlines what can and can't be done to truck bodies and frames. The Garage Mechanics for the CBW went through the relevant sections of the Guide pertaining to our specific issue. The pages of the guide specific to this issue are attached with the notes from our Mechanics, along with supporting pictures. Based on the guide, use of an alternative part is not an option.

As can be seen from the pictures, the 3 and 4 hole hangers do not have enough room to drill. The picture showing the frame and 2 brackets nearly touching, tells us, according to the manufacturer's recommendation, that we can't drill extra holes in this already highly stressed area. The staff believes repair alternatives are not feasible.

It is the Mechanics' recommendation to the Assembly to purchase a used dump truck to replace the existing one. There are many factors to consider when purchasing a used dump truck. Mileage, the manufacturer, what year it was made and intended service life of the truck.

According to Truckersreport.com "Semi-trucks can **last** for upwards of 750,000 **miles**, but some have been known to push a million. Each **semi-truck** drives an average of 45,000 **miles** per year, making the average lifetime of a **semi-truck** 15-16 years. Our Mechanics have taken these factors into consideration, along with the fact that our trucks accumulate miles rather slowly, due to our small service area. It is the Mechanics' recommendation that we purchase a truck with no more than 200,000 miles and no more than 12 years old.

Also, staying within these parameters should insure the availability of parts in the future.

Using the parameters established by the Mechanics, an online search was performed for used dump trucks meeting these criteria. Examples from three different vendors were included, ranging in price from \$49,900 to \$74,500. Staff is requesting to use up to the \$80,000 previously approved in the budget by resolution in October to purchase a used dump truck. A specific vendor is not included in the motion because the best truck may be part of an auction and there may not be time to come back to the Assembly prior to bidding. Prior to any purchase the staff will have the vehicle inspected by an independent inspector. To remain compliant with the procurement code, a minimum of three alternative trucks (perhaps more) within the outlined characteristics will be compared.



FRAME DRILLING

Body attachment, frame lengthening, shortening or any other type of modification, requires drilling holes in the frame side members. Whenever holes are drilled in the frame, certain precautions must be taken to maintain the strength and integrity of the frame.

When drilling the frame, observe the following guidelines to avoid frame damage:

CAUTION

Do not drill the frame flanges, as this may result in frame failure.

- The hole centerline must not be closer than 45 mm (1-3/4 inches) from the top or bottom frame flange. If inside frame liners are used, hole centerline must be at least 45 mm (1-3/4 inches) from the flange of the inside liner.
- Hole centerlines must be at least 75 mm (3 inches) apart. Additionally, there should be no more than two holes on the same vertical line. Ideally, holes should be staggered as shown in the illustration below.

Mechanic Note - with existing bracket holes This would make 3 holes in a vertical line. You also will not be able to maintain hole centerlines of 3" apart with existing holes.

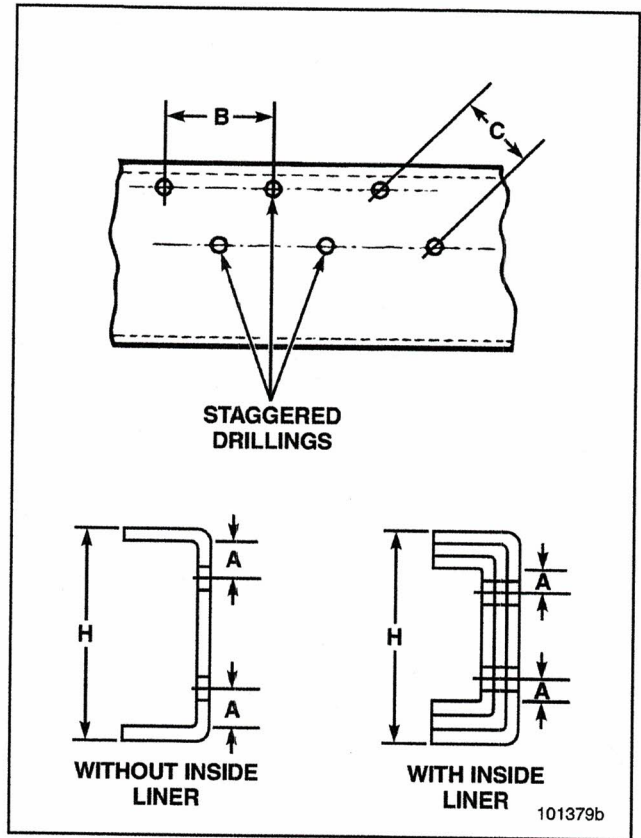


Figure 76 — Drilling Locations in Frame Webs

Location	Dimension MM (Inches)
A	45 (1-3/4)
B	75 (3)
C	75 (3)
H	Frame Height



BODY MOUNTING

Item a.

- Holes must be no larger than existing holes in the frame, such as holes for the spring bracket bolts. As an example, spring bracket bolt sizes for the certain MACK suspensions are as follows:
 - MACK SS — 20 mm
 - MACK AL — 16 mm
 - MaxLite™ 20-40 — 14 mm
- Use proper drill bits. Cobalt high-speed drills are superior to conventional high-speed drill bits for frame drilling operations. Drills should be sharpened to give 150 degrees included angle with 7 to 15 degrees lip clearance. This prevents localized overheating of the frame in the area of the drilling operation.

When a pilot hole is drilled, it should not be enlarged in successive stages, as rapid wear of drill bits will occur. Also, stop drilling before fully breaking through. Remove the remaining lip with a reamer.

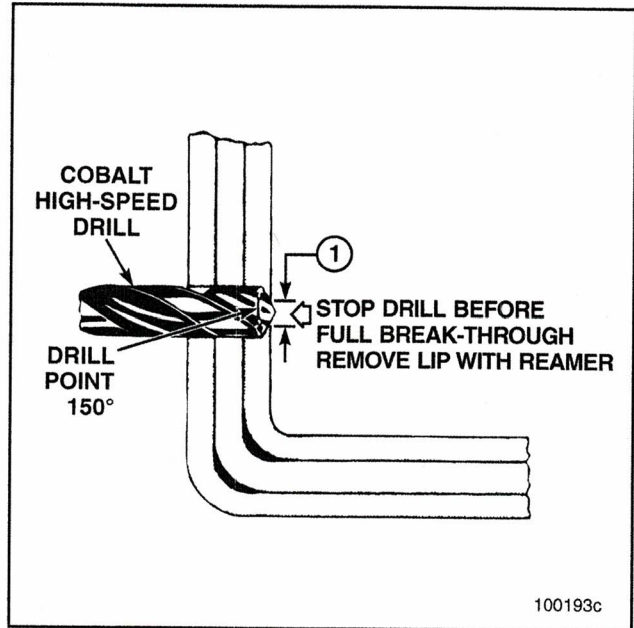


Figure 77 — Frame Drilling

1. 6.35 MM (0.25 Inch) Maximum

- Never cut holes into the frame with a torch.
- Do not drill holes near any high-stress points such as locations around the spring brackets.
- Holes must be deburred and reamed to no more than 0.946 mm (1/32 inch) larger than the intended fastener.

Mechanic Note - To drill new holes for the 4 bolt brackets the center of hole would be 2 1/2" away from the front spring (Rear bracket) an area of high stress



FRAME — WELDING AND CUTTING

Certain frame modifications, such as lengthening and shortening, require welding and cutting the frame. In general, frame welding is not recommended. However, for modifications that do require cutting or welding the frame (such as frame lengthening, shortening, etc.), the following welding and cutting practices are recommended by Mack Trucks, Inc.

CAUTION

The only acceptable method of lengthening a frame is by adding a section behind the rear axles. Cutting and splicing the frame ahead of the rear axles will severely weaken the frame in the area of the splice and will result in frame failure. DO NOT splice a frame.

Frame Cutting

Mechanical sawing is the preferred method for cutting the frame. However, the oxygen gas process (either oxygen and acetylene or oxygen and MAPP) is acceptable.

Surface areas of the parts to be joined must be ground smooth to prepare them for welding. Edges must be bevelled to a 30-degree angle with a 1.588 mm (1/16-inch) land.

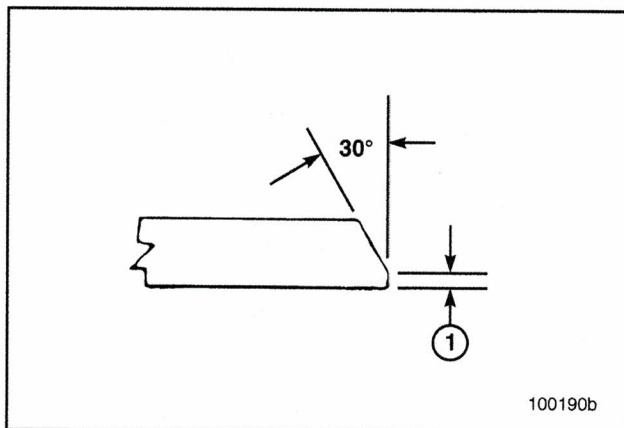


Figure 78 — Joint Preparation

1. 1.588 MM (1/16 Inch)

When joining frame members, the bevel must be away from the frame. Parts being joined must be brought as close together as possible. A gap of approximately 1.588 mm (1/16 inch) should be maintained. Align the sections and clamp them with a piece of scrap channel.

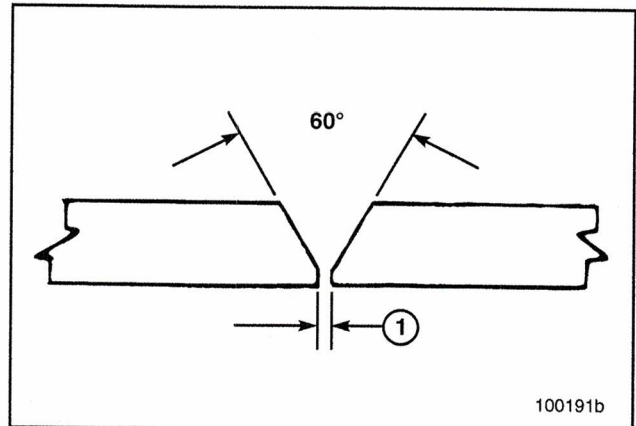


Figure 79 — Aligning Joints for Welding

1. 1.588 MM (1/16 Inch)

When the gap between parts is greater than 1.588 mm (1/16 inch), edges may be built up by welding and grinding. DO NOT use fillers.

Frame Welding

CAUTION

Before welding the frame, disconnect all battery cables, and all harnesses to any electronic controls to avoid serious damage to the electrical system and sensitive electrical components. When disconnecting the batteries, disconnect the negative battery cable first, then the positive cable. Do NOT disconnect the batteries while the engine is running.

NOTE

On vehicles equipped with V-MAC, it will be necessary to reprogram the date and time, if the vehicle batteries are disconnected. Refer to the appropriate V-MAC User Guide for programming information.



BODY MOUNTING

Item a.

Weld using a 2.3 mm (3/32-inch), E11018M welding rod with either direct or alternating current, reverse polarity and a positive electrode. Use the following voltage and current for either process:

- Volts — 21–24
- Amperes — 70–120

When assembling or joining parts by welding, the procedure must be completed so as to minimize distortion and shrinkage. For multiple pass welds, slag must be completely removed before proceeding with subsequent weld passes. Slag must be completely removed from finished welds, and the finished weld must be ground completely smooth on both sides of the joint.

Cracks, porosity, overlaps and deep undercuts greater than 1.588 mm (1/16 inch), must be ground out and rewelded. Craters, unacceptable undercuts (less than 1.588 mm [1/16 inch]) and undersize welds can be corrected by additional welding.

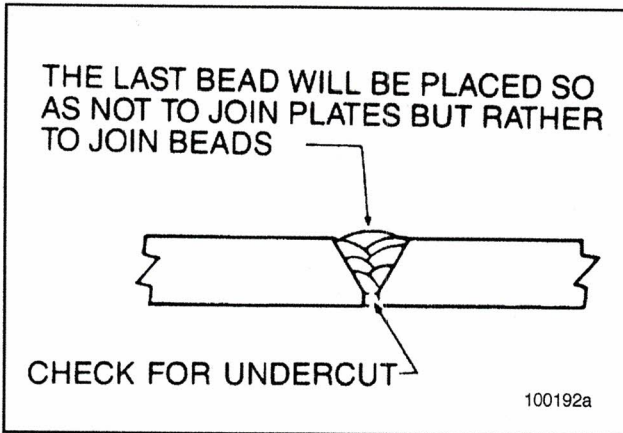


Figure 80 — Proper Weld

WELD QUALITY

The following figures illustrate acceptable and unacceptable weld profiles for both fillet and butt welds.

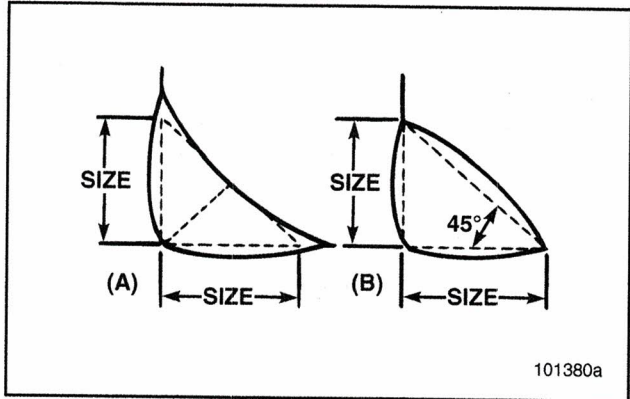


Figure 81 — Desirable Fillet Weld Profile

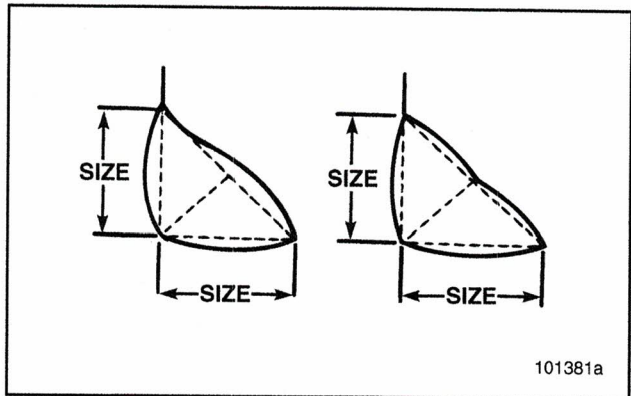


Figure 82 — Acceptable Fillet Weld Profile

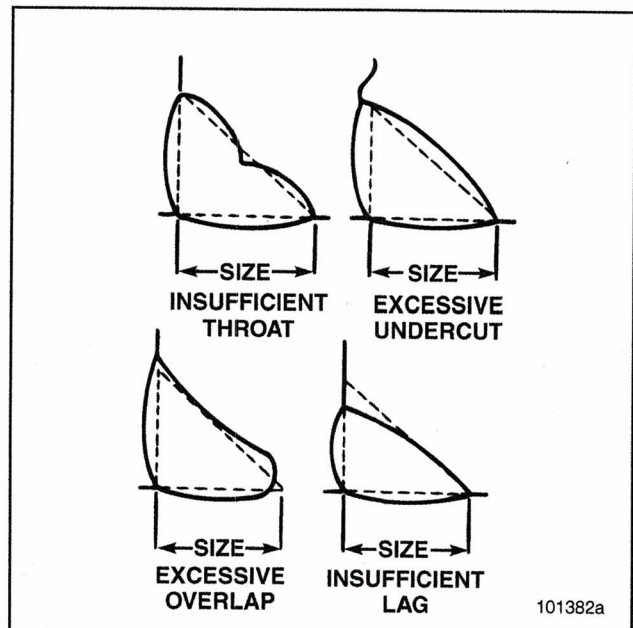


Figure 83 — Unacceptable Fillet Weld Profiles



BODY MOUNTING

Item a.

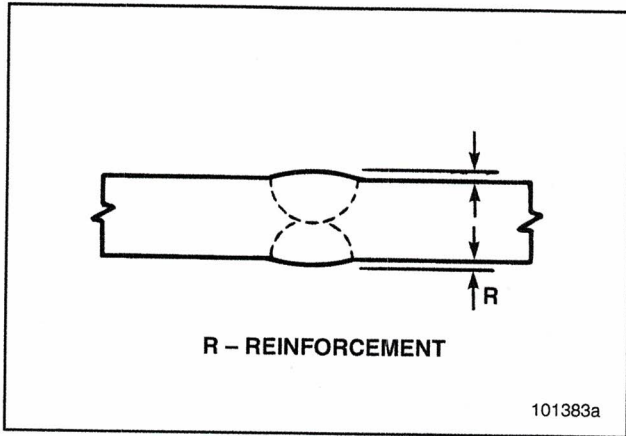


Figure 84 — Acceptable Butt Weld Profile

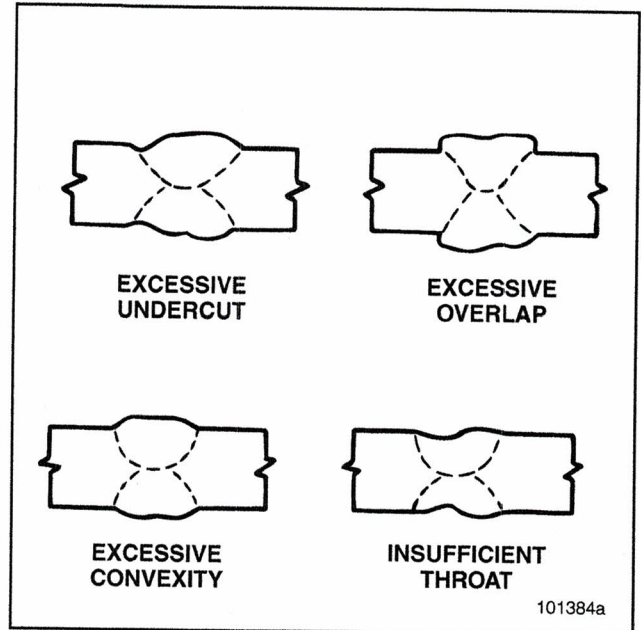


Figure 85 — Unacceptable Butt Weld Profiles

Item a.



Item a.





CL [seattle](#) > [snohomish co](#) > [for sale](#) > [heavy equipment - by owner](#)

Item a.

favorite hide flag

Posted 5 days ago on: 2020-01-04 16:45

Contact Information:

2006 KENWORTH DUMP TRUCK - \$49990 (Everett)

image 1 of 9



make / manufacturer: **KENWORTH**

model name / number: **T300**

I have 2006 very nice Ken Worth dump truck with 75K original miles truck for sale. If you interested please call

Paul ([show contact info](#)) . Please no email, no money transfer, no shipping and no trade. This is local and cash sale only.

Specifications

Specifications

Year -----2006
Manufacturer -----KENWORTH
Mode -----T300
Condition -----Used
State DOT -----Yes
Mileage -----75,800 mi
Odometer ----- Yes

Engine

Horsepower -----330HP
Engine Manufacturer Cummins
Engine Brake ----- Yes
Powertrain
Transmission ----- Manual
Number of Speeds --10 Spd
Differential Lock ---- Yes

130

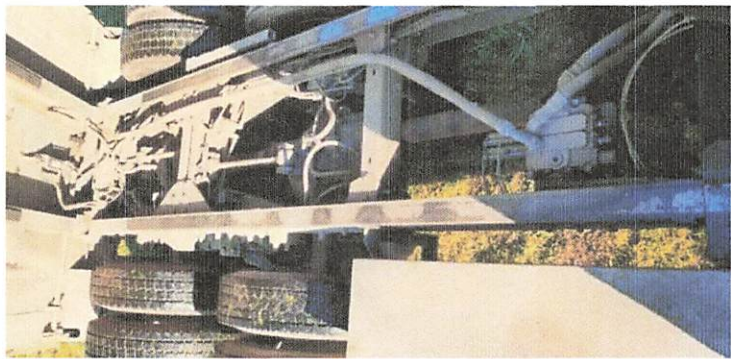
Chassis

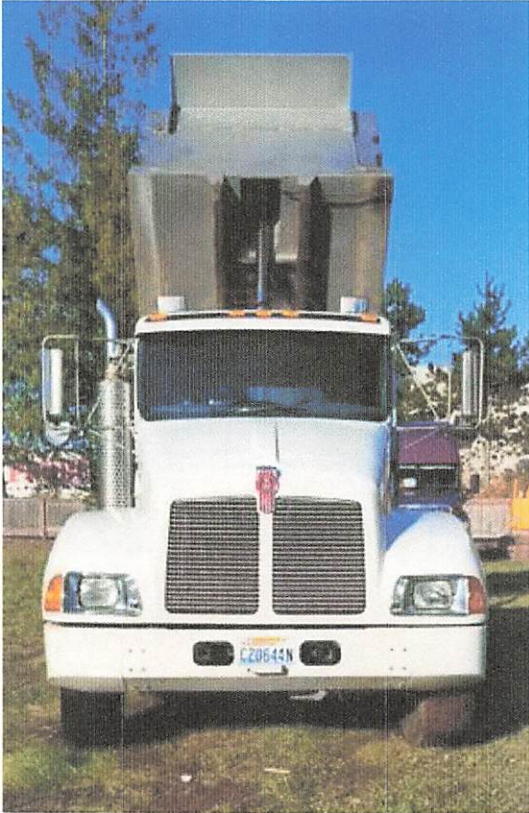
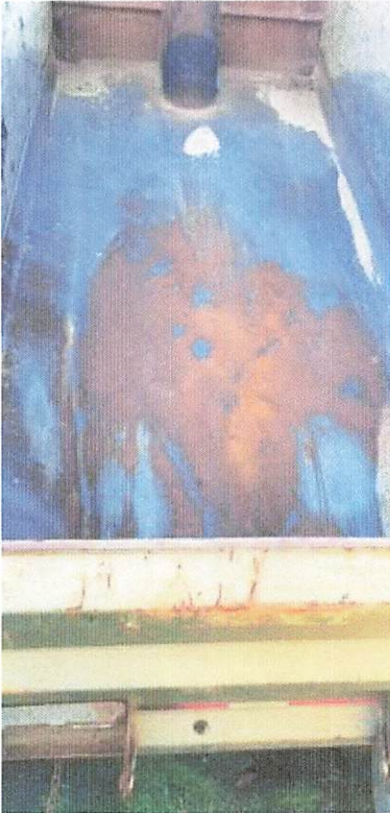
QR Code Link to This Post



Item a.

Suspension -----Spring
Number of Rear Axles Dual
Color -----Whit
Interior
Drive SideLeft Hand Drive
A/C -----Yes





Item a.

Item a.

2006 INTERNATIONAL 7500 For Sale In Spokane Valley, Washington



Photos (19)



For Sale Price:
\$49,900

[Purchase today for USD](#)
\$838.58/monthly*

Financing >

Insurance >

Shipping >

Contact Information

Transport Equipment, Inc.

Spokane Valley, Washington 99212

Phone: (509) 972-9670

Contact: Dave Cook

[See All Dump Trucks By Transport Equipment, Inc.](#)

[See All Trucks By Transport Equipment, Inc.](#)



Description

Allison Automatic, New Pistons & Liners, New Engine Harness, New A/C Compressor, 15' Renn Dump Box, Plumbed for Pup.

Specifications

General

Quantity 1

Year

2006

Stock U355487

Number

Manufacturer INTERNATIONAL

133

Item a.

Model 7500

Condition Used

State Yes

Mileage 197,042.4 mi

DOT

VIN 1HTWNAZT16J355487

Engine

Horsepower 310 hp

Engine International

Manufacturer

Manufacturer

Engine Type DH 310

Fuel Type Diesel

Engine Type

Engine Type

Engine Yes

Engine Yes

Brake

Overhaul

Overhaul

Powertrain

Transmission Automatic

Number of Speeds 6 Spd

Number of Speeds

Number of Speeds

Overdrive Yes

Ratio 5.86

Overdrive

Mileage Since Rebuild 221 mi

Mileage Since Rebuild

Mileage Since Rebuild

Chassis

Drive 6x4

Suspension Hendrickson PRIMAAX

Suspension

Number of Rear Axles Tandem

Color Red

Number of Rear Axles

Tires Front 385/65R 22.5 Rears

Axles

11R 22.5

Wheels Aluminum/Steel

Wheelbase 198 in

Wheelbase

Front Axle Weight 18,000 lb

Rear Axle Weight 46,000 lb

Front Axle Weight

Rear Axle Weight

Weight

Weight

Cab Standard Cab

Interior

Drive Side Left Hand Drive

A/C Yes

Drive Side

Category Specific

Composition Steel

Composition

*Commercial Financing provided by

Currency Capital, LLC and loans made or arranged pursuant to California

Finance Lenders Law license number 60DBO-56173. Loans are subject to

credit approval and monthly payments illustrated above are based on terms

available to highest qualified candidates and subject to additional terms and conditions. Currency Capital, LLC is an independent finance company and is not the manufacturer or supplier of any equipment. Currency Capital, LLC is not a consumer lender and any consumer financing will be referred to a consumer lender.

Item a.

Don

Item a.



1-866-557-6419



2009 INTERNATIONAL 7600 SBA DUMP TRUCK

\$74,500

168 Miles, CLASS 8 (GVW 33001 - 150000) In Everett, WA 98201 - 725 Miles Away

Miles 68,834 Hrs. 8853

POPULARITY STATS

This listing has been **seen 16 times** (last 30 days)

Saved by 1 person

The price has not decreased recently

136

DETAILS FROM SELLER

Item a.

2009 INTERNATIONAL 7600 SBA, HEAVY DUTY TRUCKS - DUMP TRUCKS, Henderson 15' Dump Body, 12' Front Snow 46k Rears, 4.56 Ratio w Double Lockers, 196 Wheel Base EX State DOT truck Disclaimer:Price listed does not expire. Prices do not include additional fees and costs of closing, including government fees and taxes, any finance charges, any dealer documentation fees, any testing fees or other fees. All prices, specifications and availability subject to change without notice. Contact dealer for most current information. Plus sales tax, title and license (if applicable). A documentary service fee up to \$150 may be added. The documentary fee is negotiable. Please Call or email for complete, specific vehicle information. , Air Conditioning,Power Steering,Tilt Wheel,Power Windows,Power Radio,Power Door Locks,Power Mirrors,6 Speed, AS IS - NO CONTRACT / WARRANTY This vehicle is being sold as is, where is with no expressed written or implied. The seller shall not be responsible for the correct description, authenticity, genuineness, or defects hereon. No warranty in connection therewith. No allowance or set aside will be made on account of any incorrectness, imperfection, defect or errors. All descriptions or representations are for identification purposes only and are not to be construed as a warranty of any type. It is the buyer's responsibility to have thoroughly inspected the vehicle, and to have satisfied himself or herself as to the condition and value and to make that judgement solely. The seller shall and will make every reasonable effort to disclose any known defects associated with this vehicle prior to the close of sale. Seller assumes no responsibility for any repairs regardless of any oral statements about the vehicle.

MESSAGE FROM MOTOR TRUCKS INTERNATIONAL

Search more inventory at these web Sites: www.motortrucks.com THREE LOCATIONS TO SERVE YOU IN WASHINGTON STATE! EVERETT, VERNON, AND BELLINGHAM.

- Condition:** Used
- Year:** 2009
- Make:** INTERNATIONAL
- Model:** 7600 SBA
- Class:** CLASS 8 (GVW 33001 - 150000)
- Category:** Dump Truck
- Cab Type:** STANDARD CAB
- Location:** Everett, WA
- Horse Power:** 470
- Max Horse Power:** 470
- Fuel Type:** DIESEL
- Axles:** Tandem
- Suspension:** HaulMaax
- Number of Rear Axles:** Tandem
- Brake Type:** Air Brakes
- Stock Number:** 1971
- VIN:** 1HTWXSBTX9J174015
- Drive Train:** 6X4

137

MOTOR TRUCKS INTERNATIONAL IN EVERETT, WA

315 Riverside Road

Everett, WA 98201 - 725 miles away ↗

Item a.



\$49,500

59,000 miles

2000 INTERNATIONAL PAYSTA...

Motor Trucks International



\$169,507

2019 INTERNATIONAL HX620 D...

Motor Trucks International



\$16,900

255,880 miles

2005 INTERNATIONAL 4300 SB...

Motor Trucks International

CALL 1-866-557-6419



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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	January 14, 2020
	<u>Agenda Section</u>	13

Approval of Contract with WESCO Distribution, Inc. in the Amount of \$38,333 for the 3MW Transformer Procurement Project

SUBMITTED BY:

Amber Al-Haddad, Capital Facilities Director
Rod Rhoades, ML&P Director

<u>FISCAL NOTE:</u>		
Expenditure Required: \$38,333		
FY 19: \$	FY 20: \$38,333	FY21: \$
Amount Budgeted:		
	FY20 \$100,000	
Account Number(s):		
	70300 202 7905 2002	
Account Name(s):		
	CIP Fund for 3MW Transformer Purchase, Phase 1	
Unencumbered Balance(s) (prior to expenditure):		
	\$100,000	

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

ATTACHMENTS: 1. Bid Opening Checklist and Tabulation Summary for 3 Megawatt Transformer Procurement Project

RECOMMENDATION MOTION:
Move to approve a contract with WESCO Distribution, Inc. in the amount of \$38,333 for the 3MW Transformer Procurement Project.

SUMMARY STATEMENT:

WML&P's distribution system is supported by 4 each 2MW Transformers. These Transformers represent a bottle-neck to WML&P's distribution system and serve to restrict the amount of load that can be pushed out to the City as a whole. Special circumstances, such as colder weather spells, has allowed the 2 MW Transformers to operate above their rated capacities. As load demands grow above 8MWs, the likelihood of component failure increases.

The need exists to upgrade the 4 each 2MW transformers to 3 each 3MW transformers for added capacity. While costs for a full upgrade of all of the existing transformers is still being worked, the need for a 2MW transformer, to accommodate the incoming Mobile Emergency Electrical Generator, dictates that one of the existing 2MW Transformers be utilized for this purpose, thus necessitating an immediate replacement of one of the four transformers which currently support the electrical distribution system.

Under FY20's budget, WML&P scheduled the replacement of one of four of the existing 2MW Transformers with one 3MW Transformers. This is the first step toward a full transformer upgrade project and serves to make available one of the existing 2MW transformers needed for the Mobile Emergency Electrical Generator.

The CBW issued an Invitation to Bid for the purchase of one 3MW Transformer. On November 22nd the City & Borough of Wrangell received four bids in response to the Invitation to Bid. The apparent lowest, responsive and responsible bid was received from WESCO Distribution, Inc. in the amount of \$38,333. Staff recommends awarding the procurement contract to WESCO Distribution, Inc.

*The City and Borough of Wrangell's procedures for submitting documentation for the purpose of award, involves the withholding of detailed information from each Bidder until an award has been made. The reason for this procedure is that in case all bids are rejected or the project is rebid, the details of each Bidder's bid should remain confidential between potential competitive bidders.

The FY2020 Budget includes \$100,000 for this project, only a portion of which is being spent at this time to make this award.

3 Megawatts Transformer Procurement
 Bid Opening Checklist and Tabulation Summary
 Bid Opening Date: November 22, 2019 @ 2:00 p.m. - Assembly Chambers

Bidder's Name	Signed Bid Proposal	Attendance			Bid	Bid Modification	Total Bid with Modification	Total Based on 5% Local Bidder Preference (if applicable)
		#1	#2	#3				
Paradoxe Corporation	✓	X		\$40,372.65	—	\$40,372.65	—	
T&R Electric Supply	✓	✓		\$46,475.00	—	\$46,475.00	—	
WESCO Distribution, Inc.	✓	✓		\$40,550.00	-\$2,217.00	\$38,333.00	—	
Fleming Electric, Inc.	✓	✓		\$40,520.00	—	\$40,520.00	—	

Verified By: Amber Al-Farad Witnessed By: J. D. Holl

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

<u>AGENDA ITEM TITLE:</u> Performance Transport Contract Approval	<u>DATE:</u>	January 14, 2020
	<u>Agenda Section</u>	13

Approval of Freight Expenditure with Performance Transport in the amount of \$36,800 for the Truck Transport of the Barstow Containerized Generator

SUBMITTED BY:

Rod Rhoades, Electric Supervisor

FISCAL NOTE:

Expenditure Required: \$36,800 Total		
FY 20: \$36,800	FY 21: \$	FY22: \$
Amount Budgeted:		
FY20 \$36,800		
Account Number(s):		
70000 202 8900		
Account Name(s):		
Power Generation Solutions Project		
Unencumbered Balance(s) (prior to expenditure):		
\$160,900		

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Performance Transport Invoice; 2. AML Quote S190905098; 3. AML Quote S190905069

RECOMMENDATION MOTION:
Move to approve freight expenditure with Performance Transport in the amount of \$36,800 for the truck transport of the Barstow Containerized Generator.

SUMMARY STATEMENT:

Municipal Light & Power sought a quote from AML for the whole of the transport needed for the containerized diesel power generator we purchased out of Barstow, California. This included the inland freight leg, Barstow to Seattle, and the ocean freight leg, Seattle to Wrangell. AML's quote for both legs of transport amounted to \$64,489.03 (see AML Quote S190905098 attached).

AML's quote for just the Barstow to Seattle leg was \$44,283.50. A subsequent request for a freight quote from Performance Transport for the inland freight leg, Barstow to Seattle, resulted in a price of \$36,800, a nearly \$7,500 savings over the AML quote.

Based on receipt of two quotes and the cost savings realized by using Performance Transport for the inland transportation services, I authorized the transportation requisition to Performance Transport, and the service is now complete.

Staff incorrectly applied Wrangell Municipal Code Section 5.10.030 which reads:

(5.10.030 When prior approval by the assembly is required.

Every contract for, or purchase of, supplies, materials, equipment, contractual services, or public improvements for more than \$25,000, excluding freight, shall require the prior approval by motion or resolution of the assembly; and under no circumstances may such contract or purchase be made without first obtaining the approval of the assembly. [Ord. 856 § 1, 2011; Ord. 816 § 1, 2008; Ord. 444 § 4, 1983.]

to the employment of Performance Transport, believing that the transportation of the Barstow Containerized Generator was "freight". I have been made aware that this was a misapplication of the definition of freight and that Borough Assembly approval is required for all single transactions with a dollar value \$25,000 and higher.

Staff is seeking approval of the Borough Assembly for the use of Performance Transport for shipping the Barstow Containerized Generator from Barstow, California to AML's facility in Seattle, Washington.

Please note, due to the incorrect application of the code, the payment to this vendor has already been made. When the Assembly approved Resolution 10-19-1495 in October funding for the full Power Generation Solution project was allocated, including money for shipping of the Barstow Container. That being said, as the shipping cost exceeded \$25,000, it needed to be approved as a separate transaction. The Assembly is being asked to approve this expenditure after-the-fact.

The unencumbered balance of the project account prior to this expenditure was \$160,900.

PERFORMANCE TRANSPORT

HEAVY HAUL SPECIALISTS
SERVING CONSTRUCTION,
AGGREGATE & HEAVY INDUSTRIES

INVOICE
Item b.

11408 Cactus
Bloomington, CA 92316

Phone: 909 464-1444
Fax: 909 464-1441

C
u
s
t
o
m
e
r

Cust. No: 1416

CITY AND BOROUGH OF
WRANGELL
P.O. 531
WRANGELL, AK 99929

Invoice No. 60297
Invoice Date: 9/23/2019
Cust. Contact: ROD RHOADS
Cust. Phone:
Invoice Terms: Net 30
Please Pay by: 10/23/2019

PO Number:
Job Number:
Our Order No: 64216

PICKUP
Mon Sep 23

BARSTOW TRUCK PARTS
MAIN ST
BARSTOW, CA

DELIVER
Mon Sep 23

PORT OF TACOMA
TACOMA, WA

Truck	Trailer	Model	Make	Load Type	ID	Ref Qty	Loads	Qty	Rate	UOM	Amount
28	66J-68T	GENERATO				1	1	1.00	\$32,000.00	Unit	\$32,000.00
22	88F	MUFFLER	TRAILER			1	1	1.00	\$4,800.00	Unit	\$4,800.00

Please pay this amount: \$36,800.00

Thank you for choosing Performance Transport

STOMER AGREES TO PAY A LATE CHARGE OF 1 1/2 % PER MONTH PLUS REASONABLE ATTORNEY FEES AND COLLECTION COST FOR ANY POST DUE AMOUNTS.

Date: 09/05/2019



Quote S190905069

P Item b.

Requested by: Rod Rhodes	Phone: (907) 874-2055	Origin: Barstow, CA	Destination: Wrangell, AK
Company: Wrangell Municipal Light and Power	Fax/Email: rrhoades@wrangell.com	Ship date:	Bid Date:
Address:	Prepared by: Lisa Kirkpatrick	Preparer phone: 206-892-2585	Preparer email: lisakirk@lynden.com
City, state, zip: Wrangell, AK	Description: Generator on Trailer and Exhaust Silencer		

Generator on Trailer				Ship date:											
Origin:		POL: SEATTLE		POD: WRANGELL		Destination:				Dock to Dock					
Qty	Item No.	Pkg. Type	Description	Length	Width	Height	Weight	Min Qty	Rated As	Rate	Basis	Estimate	Ttl. Weight		
1	1520-007	EACH	Breakbulk - Generator on Trailer	53' 5"	10' 6"	13' 6"	120,700		560.88	\$27.37	SFT	\$15,351.29	120,700		
1			Crane at Seattle Dock - \$508/hr (4 hr minimum)						4.00	\$508.00	PHR	\$2,032.00			
			Fuel Surcharge; subject to the rate in effect at the time of shipment.							8.50	PCT	\$1,304.86			
<p style="color: red; font-weight: bold;">In cases of very low tide the barge ramp will be too steep to unload the generator on trailer until the tide rises. If this happens the tug boat and crew must standby. Any standby time for the tugboat and crew will incur additional charges of \$685.00 per hour.</p>															
<p>AML is not responsible for damage to the trailer from oversized and overweight machinery loaded to the trailer above its maximum capacity.</p>															
								SFT: 560.88 / CFT: 7571.81		SUBTOTAL:		\$18,688.15		120,700	

Exhaust silencer				Ship date:											
Origin:		POL: SEATTLE		POD: WRANGELL		Destination:				Dock to Dock					
Qty	Item No.	Pkg. Type	Description	Length	Width	Height	Weight	Min Qty	Rated As	Rate	Basis	Estimate	Ttl. Weight		
1	1520-000	EACH	Breakbulk - Exhaust Silencer	14' 7"	10' 0"	8' 11"	3,000	1	145.83	\$9.59	SFT	\$1,398.51	3,000		
<p><i>Rated at \$17.96 per 100 pounds, subject to a minimum of \$9.59 per square foot</i></p>															
			Fuel Surcharge; subject to the rate in effect at the time of shipment.							8.50	PCT	\$118.87			
								SFT: 145.83 / CFT: 1300.35		SUBTOTAL:		\$1,517.38		3,000	
								SFT: 706.71 / CFT: 8872.16		TOTAL ESTIMATE:		\$20,205.53		123,700	

Rates apply between Carrier's terminals only, and do not include pickup or delivery.

Date: 09/05/2019



Quote S190905069

P Item b.

Carrier's liability shall be limited as outlined in Alaska Marine Lines's STB AKMR RULES TARIFF 100 (available online at www.lynden.com); cargo valued at \$75,000 or greater will be assessed an additional charge of 2% of the total value as declared on the bill of lading.

CREDIT: Until you have been approved for credit with Alaska Marine Lines, you will be required to pay your freight charges in full before release of your cargo at the destination port.

Containers, platforms and chassis will be allowed 5 days free time beginning the following day after the vessel arrives at the destination port. Please refer to AML Rules Tariff AKMR 100A (available at <http://www.lynden.com/aml/tools/tariffs-and-forms.html>) for applicable rates.

Rates herein are valid for 30 days from the date shown above.

Cargo is transported on open deck barge. Shipper is responsible to sufficiently pack or prepare goods to withstand the normal rigors of barge transportation. Please visit our website for packaging instructions, available at <http://www.lynden.com/aml/tools/tariffs-and-forms.html>.

FOR BREAKBULK/FULL LOAD SHIPMENTS GOING TO SOUTHEAST ALASKA: Please deliver cargo to AML YARD 1: 5600 West Marginal Way SW, Seattle, WA 98106. Toll-Free: 1-800-326-8346

All services are subject to the standard terms and conditions of our Surface Transportation Board tariff (available at <http://www.lynden.com/terms-conditions.html>) and the bill of lading published therein. Any bill of lading or other shipping document issued shall not be effective to the extent it conflicts with our terms and conditions. By shipping with Alaska Marine Lines, you are acknowledging acceptance of our terms and conditions.

Please make a Booking with Customer Service and reference quote number to ensure proper rating.

Estimate is based on current rates. Actual freight charges shall be subject to increases and surcharges in effect at the time of shipment.

Rates and charges stated herein are estimates based on the shipment specifications provided, including, but not limited to, cargo description, dimensions, and weight, as well as requested origin and destination points, and shall not be construed as a tariff. Freight charges shall be assessed based on the actual weight, dimensions and services provided as verified when cargo is received.

Consolidation charges are applied as a flat charge per 20' container (\$275.00) or 20' platform (\$400.00), which includes consolidation and physical transfer of the cargo from Shipper's vehicle, plus an additional per bill of lading charge of \$20 for non-hazardous cargo or \$60 for hazardous cargo; charges are not subject to fuel surcharge.

Carrier's liability under the Extended Liability program shall be subject to a maximum limitation of \$75,000 per Package (as that term is defined in section 2 of Carrier's bill of lading) or, for Goods not deemed a Package, \$75,000 for all Goods identified on any single bill of lading issued by Carrier. The charge for any excess valuation declaration shall be two percent (2%) of the value so declared and inserted in the bill of lading.

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	January 14, 2020
	<u>Agenda Section</u>	13

RESOLUTION No 01-20-1506 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA COMMITTING SUPPORT TO STRENGTHEN WRANGELL'S SOCIAL FABRIC THROUGH COMMUNITY PARTNERSHIPS

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

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

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Resolution 01-20-1506; 2. WPS Resolution 20-01

RECOMMENDATION MOTION:
Move to Approve Resolution No. 01-20-1506.

SUMMARY STATEMENT:
In December School District Administration reached out to Borough representatives concerned about students in mental health crisis citing a variety of reasons, including increased drug use in Wrangell. The Borough responded by facilitating the development of a holiday break activities calendar that resulted in more than 500 unique instances of participation with newly scheduled

activities. When combined with participation at regularly scheduled activities the number increases to more than 1,000 unique instances.

With the immediate need of the holiday time covered it is time to move forward addressing the health of Wrangell's "social fabric." To that end a community stakeholder meeting is being scheduled for late January to begin this process.

To show support of this need, the Wrangell School Board passed Resolution 20-01 on December 16, 2019 pledging support to address these issues. A copy of that resolution is attached. The City & Borough of Wrangell joins the School Board in supporting the need to collaborate on strengthening our social fabric. The attached resolution indicates that support.

CITY AND BOROUGH OF WRANGELL

RESOLUTION NO. 01-20-1506

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, COMMITTING SUPPORT TO STRENGTHEN WRANGELL'S SOCIAL FABRIC THROUGH COMMUNITY PARTNERSHIPS

WHEREAS, Wrangell has experienced some tragic events over the past couple of years involving mental health challenges and substance abuse; and

WHEREAS, drug use, specifically opioids and meth, is taking an increased foothold in Alaska communities, including Wrangell; and

WHEREAS, cases of child welfare in this region of the Office of Child Services are greatest in Wrangell; and

WHEREAS, the social fabric of a community is multi-faceted, including the physical and mental health of all generations; and

WHEREAS, the parks, recreation, educational and cultural programs provided by the City & Borough of Wrangell are developed to benefit multi-generational physical and mental health; and

WHEREAS, as elected and administrative leaders in the community we have a responsibility to work collaboratively with agencies, fraternal organizations, the faith-based community, individuals, and interested stakeholders to strengthen Wrangell's social fabric; and

WHEREAS, the Borough will take a leadership role in organizing collaborative working groups to addresses issues and develop solutions in an on-going manner.

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

The City & Borough of Wrangell, Alaska commits support to strengthen Wrangell's social fabric through community partnerships.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA THIS 14TH Day of January, 2020.

CITY & BOROUGH OF WRANGELL

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, Borough Clerk



WRANGELL PUBLIC SCHOOLS
RESOLUTION No. 20-01

Whereas, the social fabric of a community is multifaceted, including the physical and mental health of all generations; and

Whereas, when one thread of the fabric begins to fray, the remaining threads, as a shared responsibility, hold the fabric strongly together; and

Whereas, Wrangell Public Schools is aware that the illegal substance abuse in Wrangell constitutes a serious challenge to public health and the safety and well-being of children and young people and families; and

Whereas, illegal substance abuse is a common and shared responsibility; and

Whereas, Wrangell Public Schools is committed to supporting the health, welfare, and well-being of our students, their families, the community and society as a whole; and


Whereas, Wrangell Public Schools is committed to facilitating healthy lifestyles through effective, comprehensive prevention and early intervention including providing students and families with education and accurate information about the risks of drug abuse, promoting skills and opportunities to choose healthy lifestyles, and develop supportive healthy social environments; and

Whereas, Wrangell Public Schools recognizes that among children and youth educational settings have a significant role to play in promoting education on substance abuse prevention, encourage healthy lifestyles, through curricular and extracurricular activities and facilitate primary prevention and early intervention programs as appropriate.

Therefore, be it resolved, the Wrangell Public School Board strongly urges the cooperation of all relevant stakeholders, including the City and Borough of Wrangell, Alaska, Community Organizations and the community as a whole to be committed to take a stand against illegal substance abuse in Wrangell, Alaska.

Be it further resolved, the Wrangell Public School Board is committed to updating drug prevention curricula to ensure that it is relevant, age-appropriate, and to promoting policies and tools that target the well-being and safety of our students.

Approved by the Wrangell Board of Education this 16th day of December, 2019.

 _____, Aaron Angerman, School Board President

ATTEST:  _____
Kimberly Powell, Administrative Assistant/School Board Clerk

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	01-14-2020
	<u>Agenda Section</u>	13

RESOLUTION No 01-20-1507 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2020 BUDGET IN THE GENERAL FUND BY ACCEPTING REVENUE FROM THE WRANGELL COOPERATIVE ASSOCIATION IN THE AMOUNT OF \$1,000 FOR PARKS AND RECREATION AQUATIC AND RECREATION EQUIPMENT PROCUREMENT, AND AUTHORIZING ITS EXPENDITURE

SUBMITTED BY:

Kate Thomas, Parks & Recreation Director

FISCAL NOTE:

Expenditure Required: \$1,000 Total		
FY 20: \$0	FY 21: \$	FY22: \$
Amount Budgeted:		
	FY20 \$0	
Account Number(s):		
	24010-141-7008	
Account Name(s):		
	Non-Capital Equipment	
Unencumbered Balance(s) (prior to expenditure):		
	\$	

Reviews/Approvals/Recommendations

<input checked="" type="checkbox"/>	Commission, Board or Committee
Name(s)	P&R Advisory Board
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. RESOLUTION 01-20-1507.

RECOMMENDATION MOTION:
Move to Approve RESOLUTION 01-20-1507.

SUMMARY STATEMENT:
Wrangell P&R has been awarded grant funds from the “Healthy is Here” program, administered by the Wrangell Cooperative Association for the second year in a row. The department was granted \$1,000 to be spent on the procurement of recreation and aquatics equipment to enhance

programming and build an inventory of tools for instruction and play. The P&R Advisory Board approved the acceptance of the WCA “Heathy is Here” grant award at an October 2019 meeting.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 01-20-1507

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2020 BUDGET IN THE GENERAL FUND BY ACCEPTING REVENUE FROM THE WRANGELL COOPERATIVE ASSOCIATION IN THE AMOUNT OF \$1,000 FOR PARKS AND RECREATION AQUATIC AND RECREATION EQUIPMENT PROCUREMENT, AND AUTHORIZING ITS EXPENDITURE

WHEREAS, the Assembly of the City and Borough of Wrangell approved Resolution No. 06-19-1467 on June 11, 2019 adopting the budget for all funds of the City and Borough of Wrangell, Alaska for the fiscal year 2019-2020; and

WHEREAS, the Wrangell Municipal Code requires that the Borough Assembly approve any budget amendments to the amounts adopted; and

WHEREAS, the Wrangell Parks & Recreation Department applied for a Wrangell Cooperative Association (WCA) grant funding opportunity for Aquatics and Recreation Equipment procurement; and

WHEREAS, the FY2020 Budget in the General Fund will be amended by accepting the \$1,000 in grant revenue and authorizing its expenditure.

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

Section 1: The FY 2020 Budget in the General Fund is amended to accept an increase in grant revenue to the Parks & Recreation Miscellaneous Grants Account (24300-000-4595) in the amount of \$1,000.

Section 2: The FY 2020 Budget in the General Fund is amended to increase authorized expenditures in the Parks & Recreation Parks Expenditures Non-Capital Equipment (24010-141-7008) for Aquatics and Recreation Equipment purchases in the amount of \$1,000.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA this 14th day of January 2020.

CITY & BOROUGH OF WRANGELL, ALASKA

Steve Prysunka, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	January 14, 2020
	<u>Agenda Section</u>	13

RESOLUTION No 01-20-1508 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, URGING THE STATE OF ALASKA TO ENSURE THAT THE BRITISH COLUMBIA (B.C.) GOVERNMENT IMPLEMENTS AN OPEN AND TRANSPARENT PROCESS TO CLEAN UP AND CLOSE THE TULSEQUAH CHIEF MINE

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

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

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Resolution No. 01-20-1508; 2. Petersburg Resolution 2019-20; 3. Tulsequah Chief Mine letter to Governor Dunleavy

RECOMMENDATION MOTION:
Move to Approve Resolution No. 01-20-1508.

SUMMARY STATEMENT:
On December 30th Brian Lynch with Rivers Without Borders contacted the Borough requesting the Wrangell Borough Assembly consider approving a resolution supporting an open and transparent

process by the BC Provincial Government to close and remediate the Tulsequah Chief Mine. Resolution No. 01-20-1508 is attached for the Assembly's consideration.

This resolution urges the State of Alaska to continue to pressure BC to continue their efforts to cleanup and remediate the Tulsequah Chief Mine. The Petersburg Borough Assembly adopted a similar Resolution on December 16, 2019 which is virtually verbatim of the draft resolution provided by Rivers Without Borders. Also attached, is a copy of a sign-on letter sent to Gov. Dunleavy last April on the same subject. This resolution is somewhat of a follow-up to that letter.

Mr. Lynch reports: *The mine has been leaking toxic acid mine drainage for six decades and BC has finally realized their responsibility to clean up this dirty legacy mine. A remediation plan is being developed and we hope it will be ready for review in early 2020. Rivers Without Borders has discussed the possible review process with AKDNR and they are requesting transparency in that process so that the review isn't done behind closed doors. DNR has expressed support for a transparent process. They are not seeking a full comment period but they want to be able to see what the plan looks like and be able to comment to Alaska agencies that will apparently be allowed full review.*

Administration recommends approval of this resolution.

CITY AND BOROUGH OF WRANGELL

RESOLUTION NO. 1-20-1508

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, URGING THE STATE OF ALASKA TO ENSURE THAT THE BRITISH COLUMBIA (B.C.) GOVERNMENT IMPLEMENTS AN OPEN AND TRANSPARENT PROCESS TO CLEAN UP AND CLOSE THE TULSEQUAH CHIEF MINE

WHEREAS, the Taku River is usually Southeast Alaska's largest overall salmon producer, with Southeast's largest run of coho and king salmon, and is a vital regional economic, cultural and recreational resource. Annual salmon runs can top two million wild fish. The Taku produces up to 100,000 Chinook, 300,000 coho, 400,000 sockeye, 50,000 chum and 1,000,000 pink salmon, as well as significant populations of steelhead trout, cutthroat trout, Dolly Varden char and eulachon; and

WHEREAS, the Taku is the traditional territory of Tlingit people on both sides of the border. The Douglas Indian Association is the federally recognized tribe in Alaska and the Taku River Tlingit First Nation is based in Atlin, B.C. Both have recently called for the cleanup and closure of the Tulsequah Chief Mine; and

WHEREAS, the Tulsequah Chief Mine has been discharging toxic acidic wastewater into the Taku watershed since it was abandoned in 1957. Despite numerous calls for cleanup, the pollution was allowed to continue unabated by previous B.C. governments; and

WHEREAS, this situation is now changing and it appears the current B.C. government now realizes the Tulsequah Chief is not a viable mine and the previous strategy of hoping a company will reopen and eventually clean up the mine isn't realistic; and

WHEREAS, although B.C. is developing a remediation plan for the mine and says that on site work will start in 2020, there is still much to do to ensure this happens; and

WHEREAS, cleaning up and closing down the Tulsequah Chief Mine is currently the best, relatively easiest and timeliest opportunity to protect a valuable transboundary salmon watershed; and

WHEREAS, Alaska legislators, governors, members of congress, community leaders, fishing and tourism groups, businesses and other Alaskans have made cleanup of the Tulsequah Chief Mine a main goal in discussions with B.C. Provincial and Canadian federal officials for many years; and

WHEREAS, remediation of the Tulsequah Chief Mine remains the state of Alaska’s highest transboundary water priority.

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

The Wrangell Borough Assembly urges the State of Alaska to:

1. Ensure that the B.C. government conducts a comprehensive cleanup and closure of the Tulsequah Chief Mine site; and
2. Engage with B.C. and ensure that the process to develop and implement a cleanup and closure plan is as open and transparent as possible and gives downstream interests a voice; and
3. Ensure that the cleanup plan be released to the public so that interested parties are given meaningful opportunity to review the plan in order that downstream stakeholder interests are considered toward achieving the best possible remediation outcome.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA THIS 14TH Day of January, 2020.

CITY & BOROUGH OF WRANGELL

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, Deputy Borough Clerk

**Petersburg Borough, Alaska
RESOLUTION #2019-20**

A RESOLUTION URGING THE STATE OF ALASKA TO ENSURE THE BRITISH COLUMBIA (B.C.) GOVERNMENT IMPLEMENT AN OPEN AND TRANSPARENT PROCESS TO CLEAN UP AND CLOSE THE TULSEQUAH CHIEF MINE

WHEREAS, the Taku River is usually Southeast Alaska's largest overall salmon producer, with Southeast's largest run of coho and king salmon, and is a vital regional economic, cultural and recreational resource. Annual salmon runs can top two million wild fish. The Taku produces up to 100,000 Chinook, 300,000 coho, 400,000 sockeye, 50,000 chum and 1,000,000 pink salmon, as well as significant populations of steelhead trout, cutthroat trout, Dolly Varden char and eulachon; and

WHEREAS, the Taku is the traditional territory of Tlingit people on both sides of the border. The Douglas Indian Association is the federally recognized tribe in Alaska and the Taku River Tlingit First Nation is based in Atlin, B.C. Both have recently called for the cleanup and closure of the Tulsequah Chief mine; and

WHEREAS, the Tulsequah Chief mine has been discharging toxic acidic wastewater into the Taku watershed since it was abandoned in 1957. Despite numerous calls for cleanup, the pollution was allowed to continue unabated by previous B.C. governments; and

WHEREAS, this situation is changing and it appears the current B.C. government now realizes the Tulsequah Chief is not a viable mine and the previous strategy of hoping a company will reopen and eventually clean up the mine isn't realistic; and

WHEREAS, although B.C. is developing a remediation plan for the mine and says that on site work will start in 2020, there is still much to do to ensure this happens; and

WHEREAS, cleaning up and closing down the Tulsequah Chief mine is currently the best, relatively easiest and timeliest opportunity to protect a valuable transboundary salmon watershed; and

WHEREAS, Alaska legislators, governors, members of congress, community leaders, fishing and tourism groups, businesses and other Alaskans have made cleanup of the Tulsequah Chief a main goal in discussions with B.C. Provincial and Canadian federal officials for many years.

WHEREAS, Remediation of the Tulsequah Chief Mine remains the state of Alaska's highest transboundary water priority.

THEREFORE BE IT RESOLVED, the Petersburg Borough Assembly urges the State of Alaska to:

1. Ensure that the B.C. government conducts a comprehensive cleanup and closure of the Tulsequah Chief mine site; and
2. Engage with B.C. and ensure that the process to develop and implement a cleanup and closure plan is as open and transparent as possible and gives downstream interests a voice; and

3. Ensure that the cleanup plan be released to the public so that interested parties are given meaningful opportunity to review the plan in order that downstream stakeholder interests are considered toward achieving the best possible remediation outcome.

PASSED and APPROVED by the Assembly of the Petersburg Borough, Alaska this 16th day of December, 2019.



Mark Jensen, Mayor

ATTEST:



Debra K. Thompson, Borough Clerk

April 3, 2019

Governor Michael J. Dunleavy
 Lieutenant Governor Kevin Meyer
 P.O. Box 110001
 Juneau, Alaska 99811-0001

Dear Governor Dunleavy and Lieutenant Governor Meyer,

As you begin your new administration the undersigned would like to ensure you and your staff recognize the value of the transboundary Taku River to Southeast Alaska, the long-standing controversy of the abandoned and polluting Tulsequah Chief mine, and what is now the best opportunity in 20 years to obtain real action from British Columbia (B.C.) to clean up and close down the mine.

We are asking for your help to continue the engagement with B.C. and Canada, Alaska legislators, our Congressional delegation, and the U.S. federal government that has over the last several years made significant progress in addressing the Tulsequah Chief issue. We need your help to finish the job. We must emphasize that this is an issue with broad support on both sides of the border, throughout Southeast Alaska and across the political spectrum.

The Taku River is usually Southeast Alaska's largest overall salmon producer, with Southeast's largest run of coho and king salmon, and is a vital regional economic, cultural and recreational resource. Annual salmon runs can top two million wild fish. The Taku produces up to 100,000 Chinook, 300,000 coho, 400,000 sockeye, 50,000 chum and 1,000,000 pink salmon, as well as significant populations of steelhead trout, cutthroat trout, Dolly Varden char and eulachon.

- Taku salmon support commercial fisheries with an average \$4.2 million in first wholesale value and a total annual output of at least \$6 million.
- Approximately 400 people earn income from the commercial harvest of Taku salmon, including permit holders and their crew, processing employees and others.
- The Taku River produces about 90% of the wild spring king salmon sport catch and about 75% of the annual wild king sport catch in the Juneau area.
- Taku coho account for about 30-50% of the sport catch in Juneau area waters.

The Taku is the traditional territory of Tlingit people on both sides of the border. The Douglas Indian Association is the federally-recognized tribe in Alaska and the Taku River Tlingit First Nation is based in Atlin, B.C. Both have recently called for the cleanup and closure of the Tulsequah Chief.

The Tulsequah Chief mine has been discharging toxic acidic wastewater into the Taku watershed since it was abandoned in 1957. Despite numerous calls for cleanup, the pollution was allowed to continue unabated for nearly two decades by previous B.C. governments. But this situation is now changing. **Cleaning up and closing down the Tulsequah Chief mine is currently the best, relatively easiest, and timeliest opportunity to protect a valuable Southeast Alaska transboundary salmon watershed from the effects of mining in B.C.**

This timely opportunity stems from an apparent change in the now NDP-led B.C. government attitude toward Tulsequah Chief. For 20 years, instead of enforcing the law and halting the illegal pollution, previous B.C. governments hoped a new mining company would re-open the mine and eventually clean it up. A “mine it to clean it up” strategy worried many on both sides of the border, and has not worked. Two companies have gone bankrupt trying to develop the mine. It appears B.C. now realizes the Tulsequah Chief is not a viable mine and its strategy of hoping a company will reopen and eventually clean up the mine isn’t realistic.

B.C. is now saying some encouraging things about ending Tulsequah Chief’s pollution. B.C. has accepted a joint proposal for mine cleanup from consulting firms SRK Consulting and SNC-Lavalin. But there could be much latitude as to what constitutes proper remediation, and Alaska’s continued input will be crucial.

Alaska legislators, community leaders, fishing groups, businesses and other Alaskans have made cleanup of the Tulsequah Chief a main goal in discussions with B.C. and Canadian federal officials for many years. Senator Dan Sullivan on November 19, 2018 released a statement in response to news that B.C. was taking steps to clean up and permanently close the Tulsequah Chief Mine:

“I am encouraged to see the B.C. government taking a more active role in the long overdue clean-up of the Tulsequah Chief mine... As voices on both sides of the border have been asking for years, it’s time for the B.C. government, the state of Alaska, Alaska Native and First Nations communities [to] work together to remove this and other looming threats over our rivers, fisheries, and communities’ health and wellbeing.”

We urge you to work with those leaders, businesses, organizations, and individuals whose involvement in the Tulsequah Chief issue over the last many years is now achieving significant progress with the B.C. provincial and Canadian federal governments. We need your help to ensure that progress on Tulsequah Chief continues and that we can soon see a full and permanent solution to this abandoned and polluting mine.

Thank you for your attention to this important and timely issue. We would be happy to meet with you and/or your staff at your convenience. Please do not hesitate to contact the undersigned.

Sincerely,

Cc:

DEC Commissioner Jason W. Brune, DNR Commissioner Corri A. Feige, ADF&G
Commissioner Doug Vincent-Lang, ADF&G Acting Habitat Division Director Al Ott, DNR
Associate Director Kyle Moselle
Senator Jesse Kiehl, Rep. Sara Hannan, Rep. Jonathan Kreiss-Tomkins, Rep. Dan Ortiz, Rep.
Andi Story, Rep. Louise Stutes
Senator Lisa Murkowski, Senator Dan Sullivan, Representative Don Young
U.S. State Department, U.S. EPA, U.S. Interior Department

Alaska Charter Association

Alaska Coastal Quest

Alaska Flyfishing Goods

Alaska Longline Fishermen's Association

Alaska Trollers Association

The Boat Company

Douglas Indian Association

Douglas Island Pink and Chum, Inc.

Hooked on Juneau

Juneau Charter Boat Operators Association

Northern Southeast Regional Aquaculture
Association

Petersburg Borough

Petersburg Indian Association

Rocky Point Resort

Schoolhouse Fish Company

Shelter Lodge

Southeast Alaska Guides Organization

Southeast Alaska Indigenous Transboundary
Commission

Southeast Alaska Seiners Association

Taku River Reds

Taku Fisheries/Smokeries

UnCruise Adventures

United Southeast Alaska Gillnetters

Chris Miller, commercial fisherman and
professional photographer

David Beebe, F/V JerryO

Jerry Dahl F/V Rebel Isle

Mark Hofstad F/V Norsemen

Tyler Lappetito F/V Jewel Sea

Ron and Kathy Maas, Taku property owners

David Thynes F/V Nocona

Karsten Wood, F/V Kaija V

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	1-14-2020
	<u>Agenda Section</u>	13

Approval of Official City & Borough of Wrangell Comments regarding the Proposed Rule to Designate Critical Habitat of Mexico, Central America, and Western North Pacific Distinct Population Segments of Humpback Whales under the Endangered Species Act

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

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

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Draft Critical Habitat Designation Letter

RECOMMENDATION MOTION:
Move to Approve City & Borough of Wrangell Comments regarding the Proposed Rule to Designate Critical Habitat of Mexico, Central America, and Western North Pacific Distinct Population Segments of Humpback Whales under the Endangered Species Act.

SUMMARY STATEMENT:

As the Assembly is aware, the National Marine Fisheries Service (NMFS) is proposing to designate critical habitat in Southeast Alaska for “at risk” populations of migratory Humpback Whales. NMFS held a public hearing in Petersburg on January 6th. The Mayor, along with a couple of other Wrangell residents, attended the meeting.

Following a recap discussion with the Mayor, Administration has prepared the following letter as official Borough comment for consideration by the Assembly.



CITY AND BOROUGH OF WRANGELL

INCORPORATED MAY 30, 2008

P.O. BOX 531 (907)-874-2381
Wrangell, AK 99929 FAX (907)-874-3952

January 14, 2020

Endangered Species Division
Office of Protected Resources
National Marine Fisheries Service
1315 East West Highway (SSMC3)
Silver Spring, MD 20910
Attn: Humpback Whale Critical Habitat Proposed Rule

The City and Borough of Wrangell, Alaska recognizes the need to maintain healthy habitats for ocean mammals. Humpback whales are important to the overall eco-system in Southeast Alaska.

The City and Borough of Wrangell respectfully requests the National Marine Fisheries Service take a common sense approach to the rule-making associated with any final determination of the need for this proposed critical habitat designation.

The economic lifeblood of Southeast Alaska is inextricably tied to the water. Commercial fishing is a primary economic driver in the region. The vast majority of visitors to Southeast arrive by water on cruise ships, or the Alaska Marine Highway system. Virtually **ALL** goods, supplies and equipment for water-dependent and non-water dependent industry and commercial business are shipped via barge to the communities in the region. Utility connections throughout southeast are via underwater cables. The tie to the water means public, commercial and individual private dock installations are non-negotiable in terms of need. The mining industry continues to grow in the region.

The importance of Southeast Alaskans to continue to do business without undo regulatory burden is essential. Therefore, the City and Borough of Wrangell, Alaska implores NMFS to use a common sense approach to any rule-making related to this matter, taking into consideration both the needs of the people of the region, and the marine species.

Sincerely,

Stephen Prysunka
Mayor

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	January 14, 2020
	<u>Agenda Section</u>	13

Approval of the Priority Capital Projects for Submission to the State of Alaska Designated Legislative Grants Program (CAPSIS) for FY 2021

SUBMITTED BY:

Amber Al-Haddad, Capital Facilities Director

FISCAL NOTE:

Expenditure Required: None Required		
FY 19: \$	FY 20: \$	FY21: \$
Amount Budgeted:		
	FY19 \$XXX	
Account Number(s):		
	XXXXX XXX XXXX	
Account Name(s):		
	Enter Text Here	
Unencumbered Balance(s) (prior to expenditure):		
	\$XXX	

Reviews/Approvals/Recommendations

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

ATTACHMENTS: Priority Capital Projects for State of Alaska CAPSIS FY21 Submission, dated January 2020

RECOMMENDATION MOTION:
Move to approve the Priority Capital Projects for Submission to the State of Alaska Designated Legislative Grants Program (CAPSIS) for FY 2021.

SUMMARY STATEMENT:
CBW staff have prioritized proposed capital projects for a recommendation to the Wrangell Borough Assembly for consideration and approval for submission to the State of Alaska's Legislative Capital Project Submission and Information System (CAPSIS) for FY21.

The CAPSIS system website outlines that community entries will be pooled to selected legislators for consideration in the capital budgeting process. The information that the CBW will submit is reviewed by the Alaska State Legislature, the Governor's Office of Management and Budget, and agency grant administrators, and that the information we provide becomes part of the legislative and public record.

The state is still operating with a budget deficit, and like in recent years, the Fiscal Year 2021 Capital Budget will be limited to priority needs of the State. It is to our advantage to work with our legislators and make them aware of our needs. Below is the list of staff-recommended projects for consideration as the FY21 priority capital projects for the City and Borough of Wrangell.

- | <u>Priority</u> | <u>Project</u> |
|-----------------|---|
| 1 | <u>Ash Street Water Main Replacement (\$1,000,000)</u>

This project addresses the priority water distribution system project requiring improvements. The project would replace existing water mains to improve water delivery to a residential area by connecting existing low pressure zones to high pressure zones. The current water mains were constructed with asbestos cement pipe, as well as with Blue Brute push-together plastic water pipe. With the completion of this project, we expect to enhance water circulation, reduce flushing, maintain higher pressures and enhance emergency fire flows, ultimately improving water service to this neighborhood. |
| 2 | <u>Diesel Generation Power Plant Replacement (\$7,000,000)</u>

Wrangell's Diesel Generation Power Plant houses four of our five diesel power generators, which serve to provide standby and supplemental power to the community of Wrangell. The building was constructed in two phases: the original pre-1948 concrete section and the 1948 steel addition. The building suffers from a long list of problems, including deterioration of the concrete structure, roof load stress from undersized trusses, under-reinforced walls, poor resistance to lateral loads due to lack of mechanical connections, as well as life safety and security concerns.

The City and Borough of Wrangell is preparing to undertake an alternatives study to consider how the building might best be used in the future. That study will provide valuable information for making a final decision toward this facility's necessary rehabilitation, or replacement, in order for Wrangell to maintain a suitable facility for emergency backup electrical power. |
| 3 | <u>Public Safety Building Renovations (\$2,000,000)</u>

The scope of the Public Safety Building Renovations project addresses two areas for needed building improvements. |

The most critical improvement needed is that of removal of the existing deteriorated exterior wall system (structural framing and siding) and its flat roof sections which have the original rubber membrane roof cover material. The project would provide for recladding with new metal siding and a reroofing with a welded PVC roof membrane. Original project funding proved insufficient as actual construction costs came in higher than estimated, and the CBW is seeking the additional funding to move the project forward. Repairs to the building will serve to restore the structural integrity, as well as the safe, indoor air quality of the building.

The second most critical improvement needed is that of a variety of mechanical upgrades, including: upgrading existing pneumatic-based heating controls to digital controls for better control and efficiency; replacing the 30+year old fire alarm system which has minimal availability of parts and support; replacing the heating system's piping components that are failing; and replacing general plumbing parts which have become obsolete.

This is a critical project for the community of Wrangell, as this building serves to house the majority of law enforcement agencies for the community of Wrangell, including the Wrangell Police Department and Jail, the Wrangell Fire Department, the Alaska Court System - Wrangell District Courthouse, the United States Customs and Border Patrol, and as well the Indoor Shooting Range.

4 Inner Harbor Replacement (\$7,000,000)

Inner Harbor was originally a log stringer float system constructed by the State of Alaska Department of Transportation and Public Facilities (ADOT) in 1936, with a 1960's float replacement and harbor expansion.

The lack of US Army Corp dredging causes the floats to become grounded from time to time, thus creating further and faster deterioration. In some cases, it causes inaccessible slips during certain low tides. Finger piers and primary docks are starting to sink from the deteriorating float system. Rotten wood planks along the docking system creates unsafe walking conditions, continual maintenance needs, and unsafe conditions. Through engineering design efforts, an analysis of moorage space and the new floats reconfiguration will be performed to determine how best to accommodate current and future vessel requirements.

The facility is aged and is experiencing failures of critical components. It has exceeded its life expectancy and is in need of replacement.

5 Zimovia Highway Water Main Replacement (\$2,500,000)

Beginning around 1980, after the discontinuance of asbestos cement pipe, the City of Wrangell began using the industry-standard ductile iron pipe for new and replacement water lines. Many of these water mains have been prematurely

failing, and the breaks cause serious disruptions in domestic water service and fire protection, provide a potential path for water contamination, and cause road and property damage. Due to the failing condition of the water main infrastructure, through corrosion of the steel materials, the installation of new water utilities is necessary to eliminate continual breaks. Zimovia Highway's proposed water main replacement project would replace the section of water main from about 4-mile Zimovia Highway to Shoemaker Bay Harbor.

6 Solid Waste Transfer Station Upgrades (\$500,000)

Since the City and Borough of Wrangell closed its landfill in 2006, municipal solid waste has been loaded into 48' open-top containers and shipped to eastern Washington for landfill disposal via Republic Services and their transportation subcontractor, Alaska Marine Lines (AML). Following the occurrence of several fires on AML's barges, they have requested that Wrangell, along with all other SEAK communities using their freight services, begin baling their solid waste and loading it into closed-top containers with the idea that baling the material will alleviate risk of fire on the barge.

They have indicated the transition to the new baled waste should be in place by 2022. To begin this new process, the CBW will need to purchase a large solid waste baler and the equipment required to load the bales into the closed-top containers at our transfer facility. The equipment required are: 1) skid steer to load the baler; 2) forklift to transport the finish bales; and 3) loading ramp to load the containers. The construction of a three-phase power feed will also be required to power the baler equipment.

7 Water Reservoir Dams Improvements (\$50,000,000)

A stability study of Wrangell's two dams was performed in 1993, at which time they were considered to be marginally stable under static and steady seepage conditions, but not stable under seismic conditions. The recommendation coming from that analysis was that an earth buttress should be constructed at the downstream toe of each dam to increase the factors of safety for seismic stability. Further remediation is necessary to the outlet works for both dams, including that necessary for emergency drawn down capabilities, repair or replacement of outlet pipes through the upper dam, and valve replacements. Missing survey monuments need reinstallation, and it is also recommended that an updated topographic survey be performed of the downstream inundation zone.

8 Swimming Pool Basin and Piping Lining (\$500,000)

The Wrangell Swimming Pool was constructed in 1985 with cast iron piping, which is in poor condition due to its age and the condition of its environment. New trenchless technologies are proposed to line the pipes' interior wall through an

appropriate cured-in-place methodology, to extend the life of the pipes by an estimated 10-20 years. Along with the piping, the pool foundation is compromised, also due to age and condition of the environment. In 2015, a fracture in the pool's concrete foundation led to long-running and substantial leaks, which resulted in considerable water loss before the foundation location was identified for repairs. This project includes lining the pool basin with a flexible and bonded PVC membrane, which will preserve the integrity of the basin and extend its lifespan at a far less expense than reconstruction.

This is an important project for the community of Wrangell as the swimming pool provides recreational opportunity that promotes positive health and enhances socially inclusive practices, which in turn promotes social and cultural cohesion.

9 Nolan Center Standby Generator Upgrades (\$450,000)

As part of its Emergency Operations Plan, the CBW developed a Mass Rescue Operation Shore-Side Response Plan, which outlines the rescue activities characterized by the need for immediate assistance to a large number of persons in distress, such that the capabilities normally available are inadequate. Part of the critical pieces of the plan are Designated Reception Centers, where people can receive shelter, welfare, first aid, and accountability documentation. The Nolan Center has been identified as the overflow location as a Designated Reception Center and also as an Emergency Triage Site, which is established as a site where uninjured persons can be taken for medical treatment. The Nolan Center has also been identified by the Wrangell Medical Center as a backup hospital location in case the existing hospital facility experiences a disaster and there is a need to relocate patients and medical staff.

A recent evaluation of the Nolan Center's standby generator indicates it is not sized adequately to carry the full load of the facility, nor does the entire building have connectivity to the backup power generation system. In order for the Nolan Center facility to operate as a critical care facility in times of disaster and/or emergency, it requires diesel power sufficient to power the entire building.

This is a critical project for the community of Wrangell that would serve to acquire a new generator, of sufficient size to power the full facility, and to make the additional electrical systems' connectivity between the building and the generator.

10 Cemetery Expansion (\$100,000)

Wrangell's two cemeteries are at capacity and are in need of expansion, or a new site should be identified. Site development for burials are challenging in our SEAK terrain, but it is extremely important for the community to have a sacred place for burying loved ones. Wrangell is working on an alternative site analysis for final selection of an area to expand the community's burial needs. Following selection and approval of a preferred site, the first phase of the project would require funding for site design, followed by site development.

City and Borough of Wrangell
 Priority Capital Projects for State of Alaska CAPSIS FY21 Submission
 January 2020

Priority	Project	Total Project Amount	Description / Status
1	Ash Street Water Main Replacement	\$ 1,000,000.00	Water Distribution System Replacement; DEC loan questionnaire submitted in 2017 and this project is on the Intended Use Plan, requiring loan application submission for further consideration for water main replacement project.
2	Diesel Generation Power Plant Replacement	\$ 7,000,000.00	Power Plant rehabilitation and/or replacement to continue to serve as Wrangell's emergency backup electrical power facility.
3	Public Safety Building Renovations	\$ 2,000,000.00	Repairs and/or replacement of exterior wall and siding, roofing, and mechanical systems
4	Inner Harbor Replacement	\$ 7,000,000.00	Inner Harbor Replacement
5	Zimovia Highway Water Main Replacement	\$ 2,500,000.00	Water Distribution System Replacement
6	Solid Waste Transfer Station Upgrades	\$ 500,000.00	Facility and equipment upgrades to transition to baled waste in closed-top containers
7	Dams' Improvements	\$ 50,000,000.00	To pursue Water Infrastructure Improvements for the Nation Act (WIIN Act) funding for non-federally owned dams, requires FEMA-approved Hazard Mitigation Plan, followed by policy and code changes to flood plain and building code concerns.
8	Swimming Pool's Basin and Piping Lining	\$ 500,000.00	Improvements to the Swimming Pool's aged concealed piping system and the pool basin's tile surface.
9	Nolan Center Standby Generator Upgrade	\$ 450,000.00	Purchase and install new diesel powered generator, of sufficient size to power the full facility, and to make the additional
10	Cemetery Expansion/Development	\$ 100,000.00	Cemetery Expansion, Phase I, Site Design
Total of Priority Capital Projects		\$ 71,050,000.00	

Sunrise Lake - Alternative Water Source (Monitoring, Design, NEPA, etc.)	\$ 3,000,000.00	
Case Avenue Sewer System Upgrades, Phase I Condition Assessment		Inspect sewer pipes to determine existing condition
Industrial Park Expansion - Road and Utilities Expansion		
Wrangell Road Resurfacing Phase I (Downtown Corridors)	\$ 2,500,000.00	McKinnon Street, St. Michael Street, Stikine Avenue, Shakes Street
Wrangell Road Resurfacing Phase II (Residential Corridors)		Third Street (priority #1)
Sidewalk Improvements		
Storm Drain Plan Development	\$ 175,000.00	Technical Assistance
First Avenue and Elementary School's South and North Parking Lots' Paving	\$ 1,250,000.00	
Second Avenue and (portion of) Sales Street Paving	\$ 800,000.00	
Stikine Avenue Safety Issues		Street Improvements with Sidewalk Replacement/Extension
Electrical Metering System Replacement	\$ 600,000.00	
3MW Transformer Procurement, Phase II	\$ 200,000.00	
Case Avenue Power Infrastructure Improvements	\$ 650,000.00	
Zimovia Highway (Feeder 3) Upgrades	\$ 250,000.00	
Mission and First Avenues' Power Infrastructure Improvements	\$ 150,000.00	
SCBA's for personal Protective Equipment	\$ 100,000.00	
Fire Hose Replacement	\$ 25,000.00	
Library Interior Wall Painting	\$ 35,000.00	
Library Carpet Replacement	\$ 60,000.00	

City and Borough of Wrangell
 Priority Capital Projects for State of Alaska CAPSIS FY21 Submission
 January 2020

Priority	Project	Total Project Amount	Description / Status
	Swimming Pool EPDM Flat Roof & Sloped Roof Gutter Replacement	\$ 125,000.00	A Condition Assessment was performed in 2014 to identify building systems' deficiencies with recommendations to a Pool Facility Improvements and Rehabilitation project totalling approxiately \$2,000,000. Portions of the deficiencies identified have received local funding over the past several years. This project serves to replace the pool's deteriorated flat roof sections and the internal gutter in the sloped roof section.
	Swimming Pool Siding Replacement	\$ 500,000.00	A Condition Assessment was performed in 2014 to identify building systems' deficiencies with recommendations to a Pool Facility Improvements and Rehabilitation project totalling approxiately \$2,000,000. Portions of the deficiencies identified have received local funding over the past several years. This project serves to replace the pool's deteriorated siding.
	Pool Locker Replacement	\$ 75,000.00	
	Community Center Life and Safety Upgrades	\$ 250,000.00	A Condition Assessment was performed in 2014 with a total recommended improvements for a Community Center Improvements and Rehabilitation project totaling approximately \$2,800,000. The engineering design for Life & Safety Improvements is complete. This project seeks funding to construct the improvements to the elctrical distribution system and fire supression system throughout the building.
	Mt. Dewey Trail Extension to Petroglyph Beach State Park	\$ 200,000.00	
	Volunteer Park Trail Extension to Etolin Avenue	\$ 100,000.00	
	Shoemaker Bay Park and Rainbow Falls Trailhead Improvements	\$ 1,500,000.00	This project seeks funding, equal to 10% of cost project costs, as federal grant match
	Volunteer Park Ball Fields' Improvements	\$ 250,000.00	
	City Park Roof Replacement	\$ 50,000.00	
	Public Safety Building Underground Fuel Satorage Tank Removal		Replace underground diesel fuel storage tank with aboveground tank
	Inner Harbor Fill and Storm and Water Improvements		
	Meyers Chuck Dock Replacement	\$ 750,000.00	
	Shoemaker Harbor Parking Lot and Drainage Improvements	\$ 2,000,000.00	
	Shoemaker Bay Breakwater Feasibility Study	\$ 4,000,000.00	DEC Clean Water Fund; Received 750k FY2015
	Shoemaker Harbor Transient Float		
	Shoemaker Dredging and North Float Addition		for 70' and transient vessels
	Reliance Harbor - Design and Construction	\$ 2,500,000.00	
	Standard Oil Float - Design and Construction	\$ 2,000,000.00	
	Hertitage Harbor Second Boat Ramp		
	Harbors' Wear Decking Replacement	\$ 15,000.00	Reliance Harbor and Fish and Game Pier
	Harbors' Water System Improvements		Water vaults and new 2" service for F&G and Standard Oil floats and new 4" water main for Inner Harbor
	Old Mill Dock Rehabilitation		New decking layers, fender piles and joist replacement, install new dolphins
	Marine Service Center Concrete Improvements	\$ 4,300,000.00	

City and Borough of Wrangell
 Priority Capital Projects for State of Alaska CAPSIS FY21 Submission
 January 2020

Priority	Project	Total Project Amount	Description / Status
	Civic Center Floor Replacement	\$ 40,000.00	
	Primary School Exterior Doors Replacement	\$ 50,000.00	Entryway doors between the Elementary and Primary Schools require replacement. They are old and require constant adjustment to maintain minimum security measures.
	Primary School Exterior Windows Replacement	\$ 150,000.00	The existing windows in the Primary section are old and could stand to be replaced with more energy efficient windows. Until replacement, school staff will continue to maintain as they are able.
	Middle School Boiler Replacement	\$ 45,000.00	The existing boiler is old and is operational; however, it has to date required replacement of one plate section. School staff plan to have a boiler system inspection and service performed which will also serve to identify existing conditions and future needs.
	High School and Middle School Fire Alarm System Upgrades	\$ 600,000.00	
	High School Underground Fuel Tank Replacement		The existing 10,000 gallon underground fuel tank supplies fuel to the school's back up generator. As far as we can tell, without good product/install data, the tank appears to be a steel tank and has been in the ground for 35 years. While there are no existing external signs of problems with the tank's integrity, an above-ground replacement is recommended (replace with approximate 6,500 gal unit).
	Institute Property Development, Phase 1 Subdivision		
	Technical Assistance for Brownfield Project: former Wilcox Automotive property		
	Byford Subdivision Development		
	Etolin Lots Subdivision Development		
	Mitigation/Restoration Plan for Public/Private Development	\$ 150,000.00	
	KSTK Radio Group Inc. Flood Cessation	\$ 25,000.00	Install perimeter drain system on the south side of the building to eliminate basement flooding
	Mariners Memorial	\$ 500,000.00	
	South Mitkof Island Improvements - Banana Point Improvements	\$ 1,250,000.00	
	Total of costs estimated for Non-Prioritized CAPSIS Capital Projects	\$ 31,220,000.00	

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	January 14, 2020
	<u>Agenda Section</u>	13

ORDINANCE No 973 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 14.03.040, REGULAR MEETINGS, OF THE WRANGELL MUNICIPAL CODE

SUBMITTED BY:

Greg Meissner, Harbormaster
Kim Lane, Borough Clerk

<u>FISCAL NOTE:</u>		
Expenditure Required: \$N/A		
FY 19: \$	FY 20: \$	FY21: \$
Amount Budgeted:		
FY20 N/A		
Account Number(s):		
N/A		
Account Name(s):		
N/A		
Unencumbered Balance(s) (prior to expenditure):		
\$ N/A		

<u>Reviews/Approvals/Recommendations</u>	
<input checked="" type="checkbox"/>	Port Commission
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Ord 973.

RECOMMENDED MOTION AFTER PUBLIC HEARING IS CLOSED:
Move to approve first reading of Ordinance No. 973 and move to a Second Reading with a Public Hearing to be held on January 28, 2020.

SUMMARY STATEMENT:
At the December 5, 2019 Regular Port Commission meeting, the Port Commission approved a motion to have the Borough Clerk draft an Ordinance for Assembly Approval, to change the Port Commission meeting start time from 7:00 p.m. to 6:00 p.m.

The Commission stated that if a Work Session was scheduled before the meeting, that Work Session would take place at 5:00 p.m. and proper notice would be given.

The consensus of the Port Commission was that starting the meeting at 7:00 p.m. was too late. All were in favor of the change from 7:00 p.m. to 6:00 p.m.

Making this change will make the Port Commission meeting operations the same as the Assembly meetings – beginning at 6pm unless there is a work session scheduled prior to the meeting.

Administration recommends approval of this ordinance.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 973

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 14.03.040, REGULAR MEETINGS, 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. Action. The purpose of this ordinance is to amend Section 14.03.040 of the Wrangell Municipal Code, Regular Meetings of the Port Commission.

SEC. 2. Amendment of Section. Section 14.03.040 of the Wrangell Municipal Code is amended to read:

14.03.040 Regular meetings.

Regular meetings of the port commission shall be held on the first Thursday of each month at **[7:00]6:00** p.m. at City Hall, Wrangell. If any such Thursday falls on a legal holiday as defined by the laws of the state, the meeting scheduled for that day shall be held at the same hour on the next succeeding day which is not a holiday.

SEC. 3. Effective Date. This ordinance shall become effective immediately upon adoption.

CITY & BOROUGH OF WRANGELL

Stephen Prysunka, Borough Mayor

ATTEST:

Kim Lane, Borough Clerk

PASSED IN FIRST READING: _____, 2020.

PASSED IN SECOND READING _____, 2020.

Yes: _____
No: _____
Absent: _____
Abstaining: _____

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	January 14, 2020
	<u>Agenda Section</u>	13

Approval of Use of Maintenance Funding by Wrangell Public School District for Brick Work Repairs in the amount of \$9,500

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

<u>FISCAL NOTE:</u>		
Expenditure Required: \$9,500 Total		
FY 19: \$	FY 20: \$9,500	FY21: \$
Amount Budgeted:		
	FY20 \$100,000	
Account Number(s):		
	25000 000 7826	
Account Name(s):		
	SRS School Maint/Repair Reimbursement	
Unencumbered Balance(s) (prior to expenditure):		
	\$30,000	

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

ATTACHMENTS: 1. WPS Invoice

RECOMMENDATION MOTION:
Move to Approve the use of Maintenance Funding by Wrangell Public School District for Brick Work in the amount of \$9,500.

SUMMARY STATEMENT:
In the FY 2020 Budget the Assembly set aside \$100,000 in the SRS Fund specifically for reimbursement to the School District for facility maintenance. As the Assembly is likely aware,

significant brick work repair was necessary in front of the High School just prior to the start of the school year. The work qualifies for reimbursement under the intent of the maintenance account set aside in the SRS Fund for the School District.

WPS submitted this reimbursement request just after the packet was complete for the December 2019 meeting. District staff has been discussing this reimbursement with Borough Administration for a couple of months.

The Assembly previously approved a \$70,000 expenditure from this account for HVAC Digital Control Upgrades at all three schools. That leaves an unencumbered balance of \$30,000 prior to this expenditure. If the Assembly approves this reimbursement there will be \$20,500 available for additional maintenance project reimbursement for the School District.

Sales / Invoices

Page 1/1
Sales / Invoices SALES000000000020
Date 12/4/2019

Wrangell Public Schools
PO Box 2319
Wrangell AK 99929

Customer: City & Borough of Wrangell
PO Box 531
Wrangell AK 99929

Purchase Order	Customer ID	Salesperson ID	Shipping Method	Payment Terms ID
194	WRGCITY01			
Description: Brick Work @ WHS				Amount \$9,500.00

Subtotal	\$9,500.00
Misc	\$0.00
Tax	\$0.00
Freight	\$0.00
Trade Discount	\$0.00
Payment	\$0.00
Total Due	\$9,500.00

R. J. CONSTRUCTION
 General Contractor
 P.O. Box 1896
 WRANGELL, ALASKA 99929

Item i.

Invoice

1082-C



(907) 874-2157 FAX (907) 874-2127

TO City OF Wrangell (JOSH)
Box 531
Wrangell, AK 99929

DATE 8-18-2019 JOB NO. 1082-C

JOB NAME Wrangell High School

JOB LOCATION ledge / Brick Work

TERMS

	DESCRIPTION	PRICE	AMOUNT
>	BRICK & LEDGE WORK AT HIGH SCHOOL AS PER JOSH INSTRUCTIONS		\$ 9,500 ⁰⁰
>	WORK WAS COMPLETED, INVOICE RECEIVED VIA EMAIL 8-18-2019 JOSH B.		
>	<p style="text-align: center;">RECEIVED DEC 05 2019 WRANGELL CITY HALL</p>		



WRANGELL PUBLIC SCHOOLS

Purchase Order	
Purchase Order No.	PO000001 Item i.
Date	9/5/2019

Exchange Rate 0.0000000

Wrangell Public Schools PO Box 2319 Wrangell, AK 99929
Phone: 907-874-2347 Fax: 907-874-3137

Vendor:

R.J. Construction
PO Box 1896
Wrangell AK 99929

Ship To:

R.J. Construction

Contract Number:

^ Changed Since the Previous Revision

Shipping Method		Payment Terms	Confirm With			Page		
						1		
L/N	Item / Ship Method	Description / Reference Number	Req. Date	Req No	U/M	Qty Ord	Unit Price	Ext. Price
1	1234 NA	Replacing brick with concrete on HS pa 1234	8/30/2019	REQ0000303	Each	1.00	\$9,762.50	\$9,762.50

*Work Completed
8-18-19
JB*

Subtotal	\$9,762.50
Trade Discount	\$0.00
Freight	\$0.00
Miscellaneous	\$0.00
Tax	\$0.00
Order Total	\$9,762.50

9-9-19 Lancaster

Signature Superintendent

Prepayment	\$0.00
------------	--------

RJCON01	R.J. Construction	0000000000002603:	9/25/2019	44554	Item i.
1082-C	8/18/2019	\$9,500.00	\$9,500.00	\$0.00	\$9,500.00

NOT NEGOTIABLE

\$9,500.00	\$9,500.00	\$0.00	\$9,500.00
------------	------------	--------	------------

44554



WRANGELL SCHOOL BOARD
 GENERAL ACCOUNT
 P.O. BOX 2319
 WRANGELL, ALASKA 99929

FIRST BANK
 89-4/1252

DATE	AMOUNT
9/25/2019	\$9,500.00

PAY Nine Thousand Five Hundred Dollars and 00 Cents

TO THE ORDER OF R.J. Construction
 PO Box 1896
 Wrangell AK 99929

VOID AFTER 90 DAYS

AUTHORIZED SIGNATURE

⑈044554⑈ ⑆125200044⑆ 0000833560⑈

RJCON01	R.J. Construction	00000000000026032	9/25/2019	44554	
1082-C	8/18/2019	\$9,500.00	\$9,500.00	\$0.00	\$9,500.00

NOT NEGOTIABLE

\$9,500.00	\$9,500.00	\$0.00	\$9,500.00
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Security features. Details on back.

