



Tuesday, September 08, 2026
6:00 PM

Location: Borough Assembly Chambers

Assembly Meetings are livestreamed through Zoom Webinar. You can listen and watch from your device with the information below: Please note that Persons to be Heard is not available through Zoom.

Link: <https://us02web.zoom.us/j/82198672624?pwd=nQmF3oaRoa5WHYzHCFMvEivvbaFMIS.1>

1. CALL TO ORDER

- a. PLEDGE OF ALLEGIANCE led by Assembly Member DeBord
- b. ROLL CALL

2. CEREMONIAL MATTERS

3. PERSONS TO BE HEARD

4. AMENDMENTS TO THE AGENDA

5. CONFLICT OF INTEREST

6. CONSENT AGENDA

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

- [a.](#) Minutes from the August 25, 2026 Regular Assembly Meeting

7. BOROUGH MANAGER'S REPORT

8. BOROUGH CLERK'S REPORT

- [a.](#) Borough Clerk's Report

9. MAYOR AND ASSEMBLY BUSINESS

10. MAYOR AND ASSEMBLY APPOINTMENTS

11. PUBLIC HEARING

- [a.](#) Approval for the Borough Manager to negotiate a Tidelands Lease at the 6-Mile Deep-Water Port location for approximately 30,000 square feet, more or less for the purpose of installing a 120 ft x 60ft dock with a ramp for mooring barges and tugs

12. UNFINISHED BUSINESS

13. NEW BUSINESS

- a. **RESOLUTION NO. 09-26-2074** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, SUPPORTING THE SOUTHEAST ALASKA POWER AGENCY'S APPLICATION TO THE STATE OF ALASKA RENEWABLE ENERGY FUND GRANT PROGRAM IN THE AMOUNT OF \$3,955,213 FOR THE WRANGELL GRID RELIABILITY & STABILITY PROJECT
- b. **RESOLUTION NO. 09-26-2075** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE DISPATCH/CORRECTIONS OFFICER JOB DESCRIPTION
- c. Approval of Wrangell Cooperative Association and City and Borough of Wrangell's Work Plan
- d. **RESOLUTION NO. 09-26-2076** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, DESIGNATING CANVASS BOARD DUTIES TO ONE ASSEMBLY MEMBER, THE DEPUTY CLERK, AND MEMBER OF THE FINANCE STAFF FOR CANVASSING THE RESULTS OF THE REGULAR ELECTION TO BE HELD OCTOBER 6, 2026
- e. Approval to cancel the November 24, 2026 Regular Assembly Meeting and to reschedule the December 8, 2026 Regular Assembly Meeting to December 15, 2026

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

15. EXECUTIVE SESSION – None.

16. ADJOURNMENT

**Minutes of Regular Assembly Meeting
Held on August 25, 2026**

Mayor Patricia Gilbert called the Regular Assembly meeting to order at 7:00 p.m., August 25, 2026, in the Borough Assembly Chambers. Assembly Member Mach led the pledge of allegiance.

PRESENT – GILBERT, DALRYMPLE, POWELL, YEAGER, MACH, POWERS

ABSENT – DEBORD

Borough Manager Villarma and Clerk Lane were also present.

CEREMONIAL MATTERS

PERSONS TO BE HEARD

Correspondence from Lois and William Stephenson was included in the packet.

Ethan Petticrew, Wrangell Cooperative Association President, spoke in depth to Item 12b - transfer of property to Wrangell Cooperative Association.

Sandy Churchill, Wrangell Cooperative Association Vice-President, spoke to the design and conceptual plans for proposed site related to Item 12b.

AMENDMENTS TO THE AGENDA – None.

CONFLICT OF INTEREST – None.

CONSENT AGENDA

6a Minutes from the July 28, 2026 Regular Assembly Meeting

6b Minutes from the August 10, 2026 Special Assembly Meeting

6c Application for Permit for Alaska Marine Lines POA-2026-00188

6d CORRESPONDENCE: School Board Action from the August 17, 2026 Regular meeting

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

BOROUGH MANAGER'S REPORT

The July 2026 budget-to-actuals report was provided.

The July 2026 utility accounts receivable report was provided.

The July 2026 harbor accounts receivable report was provided.

The July 2026 expense reports were provided.

The library report was provided.

Manager Villarma provided a verbal report.

BOROUGH CLERK'S REPORT

Clerk Lane's report was provided.

MAYOR AND ASSEMBLY BUSINESS

Dalrymple reported approved a land sale; it was highly irregular; would like to see something built into our code to prevent that from happening in the future; need to have a structure for cost sharing built into the documents.

Gilbert asked if the assembly would agree to discussing an Economic Recovery Fund; Dalrymple stated that he would like to understand it more.

Powell stated that the Music in the Park was well attended; thanked all who set this up.

Powell also stated that he would like to re-address e-scooters; assembly agreed to a Work Session to open discussions.

Powell stated that we need to move forward on building permits and building codes; need to get those under control; concerned about buildings being built wrong; would like to see this done by this winter.

MAYOR AND ASSEMBLY APPOINTMENTS

Appointment to fill the Vacancy on the Planning & Zoning Commission with the term ending October 2028

With the consent of the Assembly, Gilbert appointed Colin Dando to fill the vacancy on the Planning and Zoning Commission.

PUBLIC HEARING

11a ORDINANCE NO. 1103 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING SECTION 3.04.140 TO THE WRANGELL MUNICIPAL CODE TO AUTHORIZE THE BOROUGH CLERK TO AFFIX AUTHORIZED MANUAL, ELECTRONIC, OR FACSIMILE SIGNATURES TO OFFICIAL DOCUMENTS

Gilbert opened the Public Hearing for this item and asked for an administrative report.

Clerk Lane stated that this process would provide administrative efficiency in processing documents while still maintaining the appropriate checks and balances while still only allowing the clerk to affix authorized signatures after items are approved by the assembly.

Gilbert asked if there were any persons who wished to speak on this item. Hearing none, Gilbert asked for a motion.

M/S: Powell/Powers to approve Ordinance No. 1103. Motion approved by polled vote.

11b ORDINANCE NO. 1104 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTIONS 11.28.080 – BLOCKING ROADWAY PROHIBITED AND SECTION 13.04.030 – OBSTRUCTION OF TRAFFIC PROHIBITED, TO STRENGTHEN THE PROVISIONS FOR OBSTRUCTING ROADWAYS, IN THE WRANGELL MUNICIPAL CODE

Gilbert opened the Public Hearing for this item and asked for an administrative report.

Manager Villarma stated that this would strengthen the provisions in the code so that vehicles could not block roadways or driveways.

Gilbert asked if there were any persons who wished to speak on this item. Hearing none, Gilbert asked for a motion.

M/S: Powell/Yeager to approve Ordinance No. 1103. Motion approved by polled vote.

11c ORDINANCE NO. 1105 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SEVERAL SECTIONS IN CHAPTER 5.08 – SALES TAX, IN THE WRANGELL MUNICIPAL CODE

Gilbert opened the Public Hearing for this item and asked for an administrative report.

Villarma stated that this would allow for publication of delinquent sales tax; currently no penalty in our code.

Gilbert asked if there were any persons who wished to speak on this item. Hearing none, Gilbert asked for a motion.

M/S: Powell/Powers to approve Ordinance No. 1103. Motion approved by polled vote.

UNFINISHED BUSINESS

12a Motion on the floor is: Approval to deny the Wrangell Cooperative Association's request for Lots 1 and 10, Alder Top Subdivision and to direct the Borough Manager to coordinate with Wrangell Cooperative Association to identify an alternative location for the memorial park

Motion on the floor for Assembly consideration is to deny the Wrangell Cooperative Association's request for Lots 1 and 10, Alder Top Subdivision and to direct the Borough Manager to coordinate with Wrangell Cooperative Association to identify an alternative location for the memorial park. Motion approved by polled vote.

12b Approval to move forward with the donation of Borough-owned real property to Wrangell Cooperation Association, identified as a portion of Lot 26, Plat 29-19, for the purpose of constructing a memorial park, and to waive the provisions of WMC Chapter 16.12

M/S: Powell/Powers to approve moving forward with the donation of Borough-owned real property to Wrangell Cooperative Association, identified as a portion of Lot 26, Plat 29-19, for the purpose of constructing a memorial park, and to waive the provisions of WMC Chapter 16.12. Motion approved by polled vote.

NEW BUSINESS

13a RESOLUTION No. 08-26-2067 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY2027 ANNUAL BUDGET TO APPROPRIATE FUNDING FOR THE PURCHASE OF FOUR REPLACEMENT VEHICLES UTILIZING PREVIOUSLY AUTHORIZED PERMANENT FUND DISTRIBUTION PROCEEDS

M/S: Dalrymple/Yeager to approve Resolution No. 08-26-2067. Motion approved by polled vote.

13b RESOLUTION NO. 08-26-2068 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE SALE OF PUBLIC LAND ON THE PUBLIC SURPLUS WEBSITE IN CONFORMANCE WITH WRANGELL MUNICIPAL CODE CHAPTER 16.12, SPECIFICALLY, LOTS 1 AND 10 SHOEMAKER BAY SUBDIVISION II, WRANGELL RECORDING DISTRICT

M/S: Powell/Mach to approve Resolution No. 08-26-2068. Motion approved by polled vote.

13c RES No. 08-26-2069 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA ACCEPTING A GRANT IN AN AMOUNT OF \$2,438,000 FROM THE UNITED STATES DEPARTMENT OF AGRICULTURE (USDA), RURAL DEVELOPMENT (RD), COMMUNITY FACILITIES LOAN AND GRANT PROGRAM, FOR THE PUBLIC SAFETY BUILDING AND EMERGENCY OPERATIONS CENTER REHABILITATION PROJECT

M/S: Powell/Mach to approve Resolution No. 08-26-2069. Motion approved by polled vote.

13d RESOLUTION No. 08-26-2073 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA APPROVING A BUDGET AMENDMENT FOR THE HIGH SCHOOL FUEL TANK REPLACEMENT PROJECT AND AUTHORIZING ITS EXPENDITURES

M/S: Powell/Mach to approve Resolution No. 08-26-2073. Motion approved by polled vote.

13e Approval of a Sole Source Contract with Marine Systems, Inc. (MSI), in conformance with Wrangell Municipal Code, Section 5.10.050, in the amount of \$611,976.91 for Generator Unit #2 Center Section Overhaul

M/S: Powell/Mach to approve. Motion approved by polled vote.

13f RESOLUTION NO. 08-26-2071 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, DECLARING A LOCAL DISASTER ARISING FROM THE 2026 SOUTHEAST ALASKA COMMERCIAL DUNGENESS CRAB FISHERY FAILURE; RECOGNIZING THE ECONOMIC IMPACT TO WRANGELL FISHING FAMILIES AND THE CONTRIBUTING IMPACTS OF SEA OTTER PROLIFERATION AND PREDATION; REQUESTING THAT THE GOVERNOR OF THE STATE OF ALASKA SUPPORT AND REQUEST A FEDERAL FISHERY RESOURCE DISASTER DETERMINATION; AND REQUESTING STATE AND FEDERAL ASSISTANCE FOR AFFECTED COMMERCIAL FISHERMEN, PROCESSORS, BUSINESSES, AND FISHING COMMUNITIES

M/S: Powell/Powers to approve Resolution No. 08-26-2071. Motion approved by polled vote.

13g RESOLUTION No. 08-26-2072 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY2026 BUDGET IN THE INDUSTRIAL CONSTRUCTION FUND BY ACCEPTING AND APPROPRIATING \$29,000 IN REVENUE RECEIVED FROM THE ALASKA MENTAL HEALTH TRUST RELATED TO THE FEBRUARY 2026 LAND EXCHANGE

M/S: Powell/Yeager to approve Resolution No. 08-26-2072. Motion approved by polled vote.

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

EXECUTIVE SESSION

Executive Session: 6-Mile Mill Site Property Strategy

M/S: Powell/Mach moved, pursuant to 44.62.310 (c)(1)&(2), that we recess into executive session to discuss matters which would clearly have an adverse effect upon the finances of the borough, specifically to discuss with the Borough Manager and Borough Mayor, 6-Mile Mill Site Property Strategy. Motion approved by polled vote.

Recessed into Executive Session at 8:41 p.m.

Reconvened from Executive Session at 9:29 p.m.

Regular Assembly meeting adjourned at 9:29 p.m.

Patricia Gilbert, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

City & Borough of Wrangell
OFFICE OF THE BOROUGH CLERK
 Administrative Report



To: Mayor and Borough Assembly Members
 From: Kim Lane, MMC, Borough Clerk
 Subject: August 25, 2026 Borough Clerk's Report

**Upcoming Work Sessions (scheduled), Public Hearings (scheduled),
 Regular Assembly Meetings, and Other Meetings (scheduled)**

DATE	MEETING TYPE/EVENT	WS? - TOPIC	TIME	NOTES
2026-09-08	REGULAR	N/A	6PM REG	
2026-09-22	REGULAR	Micromobility	6PM WS/ 7PM REG	Micromobility Device Code Review & Poss Revisions
2026-10-08	<i>SPECIAL TO CERTIFY ELECTION</i>		5:30 PM	
2026-10-13	REGULAR	WS YES	6PM WS/ 7PM REG	Strategic Road Replacement Plan
2026-10-27	REGULAR	WS YES	6PM WS/ 7PM REG	Playground/Park Upgrades
2026-11-10	REGULAR	WS YES	5:30PM WS/ 7PM REG	Building Code/Zoning
2026-11-24	REGULAR	WS ??	6PM REG	Will possibly cancel this mtg.

October Local Election – October 6, 2026 – at the Nolan Center

Early Voting for the Local Election will be from September 21st through October 5th in the Borough Clerks Office

November General Election – November 3, 2026 – at the Nolan Center

Early Voting for the General Election will be from October 19th through November 2nd in the Borough Assembly Chambers

Upcoming Local Election Information:

For this upcoming election, here are the candidates that will be listed on the ballot:

Borough Mayor (1 avail.):	Patricia Gilbert
Borough Assembly (2 avail.):	Ladonna Botsford Phillip Mach S. R. Privett III John A. Yeager
School Board (1 avail):	John Deruyter Franki Gablehouse Jayme Howell
Port Commission (3yr term - 1 avail.):	Mechel Lynn Meek Antonio Silva
Port Commission (2yr term – 1 avail.):	Donald “DJ” McConachie Jr.

Appointed Officials

Planning & Zoning Commission:	One (2) - three-year term (<i>Watkins</i>)
Wrangell Convention & Visitors Bureau:	Two (2) - three-year terms (<i>Galla & Bunes</i>)
Economic Development Committee:	Two (2) - three-year terms (<i>Privett & Deruyter</i>)

For those who wish to submit a letter of interest for one of the seats above, please submit your letter to the Borough Clerk no later than Friday, October 9, 2026. Appointments will be made at the October 13, 2026, Regular Assembly meeting.



NIXLE: It is extremely important to borough staff, the assembly, and residents to encourage everyone to sign up to receive local NIXLE alerts. Please open the link above to register.

Nixle Community Information Service allows us to create and publish messages to be delivered to subscribed residents instantly via cell phone text message and/or email. Notifications can also be accessed online at Nixle's website.

The service is secure and reliable for Wrangell residents to use. Wrangell emergency services will be utilizing NIXLE for critical situations such as severe weather events or evacuation alerts.

Purchasing or Leasing Borough-owned property:

Applying to purchase or lease borough-owned land can be a bit confusing. We have created applications for both purchasing and leasing in order to make the process easier. Below are the steps one would take to lease or purchase borough-owned land.

[Steps for Leasing Borough-Owned Real Property as per WMC 16.10](#)

[Steps for Leasing Borough-Owned Tidelands as per WMC 16.08](#)

Applications for tidelands leases shall be submitted to the borough clerk and then shall be submitted to the borough manager, planning and zoning and port commissions before being presented to the borough assembly for consideration.

Applications for real property leases shall be submitted to the borough clerk and then shall be submitted to the borough manager and the planning and zoning commission for review before being presented to the borough assembly for consideration.

The applicant shall provide additional information, including a development plan, designs, and specifications, as the planning and zoning and/or port commissions may request. The planning and zoning and port commissions may require the applicant to amend its development plan. All fees associated with the lease shall be paid by the applicant. Such fees include but are not limited to an application fee, survey, assessment, public notices, and recording fees.

For procedural questions, please contact City Hall at (907) 874-2381 Kim Lane (Borough Clerk) by email to clerk@wrangell.com.

For land questions and documents, please contact City Hall at (907) 874-2381 or Kate Thomas (Economic Development Director) by email to kthomas@wrangell.com.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 8, 2026
	<u>Agenda Section</u>	11

Approval for the Borough Manager to negotiate a Tidelands Lease to Tideline Construction at the 6-Mile Deep-Water Port location for approximately 30,000 square feet, more or less for the purpose of installing a 120 ft x 60ft dock with a ramp for mooring barges and tugs

SUBMITTED BY:

Mason Villarma, Borough Manager

Mason Villarma, Borough Manager

Reviews/Approvals/Recommendations

☒	Port Commission
Name(s)	Planning and Zoning Commission
Name(s)	
☐	Attorney
☐	Insurance

ATTACHMENTS: 1. Request by Tideline Construction. 2. Memo from Planning and Zoning Commission 3. Memo from Port Commission 4. Areal map

MAYOR PROCEDURE: Declare the Public Hearing open. The Mayor shall ask if there is any administrative report on the Public Hearing Item. Persons who signed up to talk on this item shall be called to the podium.

Once all persons have been heard, declare the Public Hearing closed and entertain a motion.

RECOMMENDATION MOTION:

Move to approve the Borough Manager negotiating a Tidelands Lease to Tideline Construction at the 6-Mile Deep-Water Port location for approximately 30,000 square feet, more or less for the purpose of installing a 120 ft x 60ft dock with a ramp for mooring barges and tugs.

SUMMARY STATEMENT:

We received a request from Tideline Construction for Approximately 3.5 Acres on a portion of Borough-owned Tidelands at the 6-Mile Deep-Water Port location for the purpose of drive piling and installing a 120ft x 60ft dock with a ramp for the purpose of mooring barges and tugs.

The request was forwarded to the Planning & Zoning Commission, the Economic Development Board, and Port Commission for their consideration and comments.

The Port Commission, Economic Development Board, and Planning & Zoning Commissions are required to review this request and make a recommendation for or against the potential lease before the Borough Manager negotiates the lease.

Property owners who are within 300 feet of the proposed tidelands were notified of this Public Hearing prior to the action taken by the commissions.

Port Commission Action: On March 5, 2026, the Port Commission unanimously approved recommending that the Borough Assembly approve the lease request. The proposed lease term is twenty (20) years and would allow Tideline Construction to develop and operate a barge support facility, including construction of a 120-foot by 60-foot dock, three mooring dolphins, and associated electrical infrastructure to support tug and barge operations. The project represents private investment and would utilize a currently vacant industrially zoned property.

The proposed development is consistent with the Borough's goals of supporting working waterfront activities, marine transportation, and industrial development, while improving marine logistics capacity for construction materials and freight movement in the region.

The Planning & Zoning Commission Action: Approve the request from Tideline Construction, LLC to lease a portion of Borough-owned tidelands identified as Alaska Tidelands Survey 1249, according to Plat No. 83-13, located within the CBW Deep Water Port Subdivision, subject to the following condition:

1. The waterward leased area shall not extend north beyond the waterfront boundary of the newly established Parcel A, in order to preserve frontage and access necessary for planned industrial development, including the future shipyard and associated maritime uses in partnership with JAG Marine Group.

Additionally, as required in WMC 16.08.060, a Public Hearing and Right to Protest notice was published two times, with one week after the last publication, before this Public Hearing for the Assembly to approve or deny the tidelands lease.

If approved, the annual lease payment would be 10% of the appraised value as follows: \$1.00 per square foot (1 x 30,000 /10%) = \$3,000 per year.

City & Borough of Wrangell
PORTS & HARBORS DEPARTMENT
Memorandum



To: HONORABLE MAYOR AND MEMBERS OF THE ASSEMBLY
CITY AND BOROUGH OF WRANGELL

Cc: Mason Villarma

From: Steve Miller

Subject: Tideline Construction LLC Lease Request

Date: 03/06/2026

At its regular meeting held on March 5, 2026, the Wrangell Port Commission considered a request from Tideline Construction LLC to lease a portion of Borough tidelands and uplands located at Parcel ID 03-011-200, 6.5 Mile Zimovia Highway, at the former mill site south of the existing barge landing.

Following discussion, the Port Commission approved a motion recommending that the Borough Assembly approve the lease request. The proposed lease term is twenty (20) years and would allow Tideline Construction to develop and operate a barge support facility, including construction of a 120-foot by 60-foot dock, three mooring dolphins, and associated electrical infrastructure to support tug and barge operations. The project represents an estimated \$500,000 private investment and would utilize a currently vacant industrially zoned property.

The proposed development is consistent with the Borough's goals of supporting working waterfront activities, marine transportation, and industrial development, while improving marine logistics capacity for construction materials and freight movement in the region.

The Port Commission's recommendation is forwarded to the Assembly for consideration and action.

Steve Miller
Port Director

City & Borough of Wrangell
ECONOMIC DEVELOPMENT DEPARTMENT
Memorandum



Date: Friday, April 10, 2026

To: Honorable Mayor and Borough Assembly
Mason Villarma, Borough Manager
Kim Lane, Borough Clerk

From: Kate Thomas, Economic Development Director

Subject: Request from Tideline Construction to lease Borough-owned tidelands identified as ATS 1249 according to Plat No 83-13, zoned Waterfront Development, within the CBW Deep-Water Port Subdivision.

Recommendation: Approve the request from Tideline Construction, LLC to lease a portion of Borough-owned tidelands identified as Alaska Tidelands Survey 1249, according to Plat No. 83-13, located within the CBW Deep Water Port Subdivision, subject to the following condition:

1. The waterward leased area shall not extend north beyond the waterfront boundary of the newly established Parcel A, in order to preserve frontage and access necessary for planned industrial development, including the future shipyard and associated maritime uses in partnership with JAG Marine Group.

Attachments: 1.) Aerial Map, 2.) CBW Deep Water Port Plat, 3.) Proposed Lease Area Map

Summary of Decision:

At its April 9, 2026 meeting, the Planning and Zoning Commission conducted a public hearing and unanimously recommended approval of the request.

The Commission reviewed the proposal to lease Borough-owned tidelands within the Deep-Water Port Subdivision for marine industrial use, including barge docking and associated infrastructure. Staff clarified that while Alaska Tidelands Survey 1249 encompasses approximately 30.87 acres, the applicant is requesting to lease a defined portion of approximately 3.5 acres of tidelands aligned with the upland parcel configuration.

Discussion emphasized the importance of coordinating the lease area with the broader subdivision layout and future industrial development plans along the waterfront. In particular, the Commission recognized the need to preserve the northern frontage of the newly established Parcel A to support planned shipyard development and related maritime uses in partnership with JAG Marine Group.

The Commission also expressed a strong interest in ensuring that long-term planning principles are applied to the Deep-Water Port Subdivision to maximize the overall utility, efficiency, and economic opportunity of the site. This includes careful consideration of how individual leases and developments contribute to the long-term industrial buildout of the waterfront.

Based on these considerations, the Commission determined that the lease is appropriate provided that the northern extent of the lease area is limited to remain consistent with the upland parcel boundaries and broader development strategy.

Key Considerations

1. The applicant is requesting to lease approximately 3.5 acres of tidelands within ATS 1249 for marine industrial use.
2. The subject tidelands are located within the Deep-Water Port Subdivision and are designated for marine industrial use.
3. The proposed lease supports barge operations and maritime infrastructure consistent with Waterfront Development zoning.
4. The Borough retains ownership of tidelands under Tidelands Patent No. 392 and may lease, but not sell, these lands.
5. The lease must be coordinated with upland parcel configuration, specifically Parcel A, to ensure compatibility with future industrial development.
6. Preservation of northern waterfront frontage is critical to accommodate planned shipyard development and associated maritime uses.
7. The Commission emphasized the importance of long-term planning to ensure the site achieves maximum economic benefit and efficient use of waterfront resources.

Public Comment

A public hearing was opened and closed with no formal public testimony provided.

CITY & BOROUGH OF WRANGELL

OFFICE OF THE BOROUGH CLERK

PO BOX 531 WRANGELL, AK, 99929 | +1 (907) 874-2381
205 BRUEGER STREET WRANGELL, AK, 99929



Item a.

PUBLIC LAND & TIDELANDS LEASE APPLICATION

WMC 16.08.010 - 16.08.210 & WMC 16.10.010 - 16.10.210

APPLICATION FEE: \$250.00 NON-REFUNDABLE - MUST BE PAID AT TIME OF FILING

OFFICIAL USE ONLY	RECEIVED BY	DATE RECEIVED	PAYMENT	CHECK ☐
			CREDIT CARD ☐	CASH ☐

Applications for tidelands leases shall be submitted to the planning and zoning and port commissions before being presented to the borough assembly for consideration. Applications for real property leases shall be submitted to the borough manager and the planning and zoning commission for review before being presented to the borough assembly for consideration.

The applicant shall provide additional information, including a development plan, designs, and specifications, as the planning and zoning and/or port commissions may request. The planning and zoning and port commissions may require the applicant to amend its development plan. All fees associated with the lease shall be paid by the applicant. Such fees include but are not limited to an application fee, survey, assessment, public notices, and recording fees.

SECTION I.

APPLICANT'S FULL NAME	EMAIL ADDRESS	PHONE NUMBER
Tideline Construction, LLC	-	<input "="" type="text" value="("/>

APPLICANT'S PHYSICAL ADDRESS

APPLICANT'S MAILING ADDRESS

SECTION II.

REQUEST TO LEASE TIDELANDS OR REAL PROPERTY TIDELANDS ☒ REAL PROPERTY ☒

PLEASE PROVIDE THE PARCEL ID NUMBER AS WELL AS EITHER THE PHYSICAL ADDRESS OR LEGAL DESCRIPTION OF THE PROPERTY.

PARCEL ID NUMBER	PHYSICAL ADDRESS
03-011-200	6.5 Mile Zimovia Hwy

LOT: n/a	BLOCK: n/a	SUBDIVISION: n/a
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PROPOSED TERM OF LEASE (YEARS) YEARS

**CITY & BOROUGH OF WRANGELL
PUBLIC LAND & TIDELANDS LEASE APPLICATION**

CONTINUED FROM PAGE 1

SECTION II. (CONT)**CURRENT ZONING OF PROPERTY**

Industrial

LOT SIZE

3.5 acres (approximate)

CURRENT USE OF PROPERTY

Vacant

SECTION III.**INCLUDE AND LIST HERE ANY SUPPORTING DOCUMENTS (I.E. MAPS).**

Map is included showing locations of proposed leased areas.

STATE THE PURPOSE AND PROPOSED USE OF THE PROPERTY.

We intend to drive piling and install a 120ft x 60ft dock with a ramp for the purpose of mooring barges and tugs.

DESCRIBE THE IMPROVEMENTS THAT WILL BE ADDED TO THE PROPERTY.

3 dolphins will be installed, and electrical poles will likely be installed as well so the dock will have shore power and lighting.

WHEN WILL THE PROPOSED CONSTRUCTION IMPROVEMENTS BEGIN AND WHEN WILL THEY BE COMPLETED?

START DATE: 6/2027

END DATE: 6/2029

**WHAT IS THE ESTIMATED COST OF IMPROVEMENTS THAT WILL BE
ADDED TO PROPERTY?**

COST: \$ 500,000

DESCRIBE THE EFFECTS THAT THE PROPOSED USE WILL HAVE ON PUBLIC STREETS, PUBLIC FACILITIES, PUBLIC SERVICES, PUBLIC UTILITIES, TRAFFIC, AND PARKING. INCLUDE A PLAN FOR MITIGATING ADVERSE EFFECTS ON STREETS, PUBLIC FACILITIES, PUBLIC SERVICES, PUBLIC UTILITIES, TRAFFIC CONGESTION, AND PARKING, AND A PLAN FOR PAYING ALL ASSOCIATED COSTS.

No adverse effects anticipated. Access will use our current access to the site and parking will be available on site.

CITY & BOROUGH OF WRANGELL
PUBLIC LAND & TIDELANDS LEASE APPLICATION
CONTINUED FROM PAGE 2

SECTION IV. ACKNOWLEDGEMENT

I hereby affirm all the information submitted with this application is true and correct to the best of my knowledge. I also agree to fulfill the tenants of any permits or approvals required by the City and Borough of Wrangell. I understand that incomplete applications will not be accepted and that all fees must be paid prior to review of this application.

SIGNATURE OF APPLICANT



DATE

1/22/2026

Legend

- Aggregate Product
- dolphin

Item a.

200 ft

dolphin 1

dolphin 2

dolphin 3

Lease request
does NOT include
this area.

Request modified
to include just
the area to the
left.

Zimovia Hwy

Zimovia Hwy

Zimovia Hwy

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 8, 2026
	<u>Agenda Section</u>	13

RESOLUTION NO. 09-26-2074 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, SUPPORTING THE SOUTHEAST ALASKA POWER AGENCY'S APPLICATION TO THE STATE OF ALASKA RENEWABLE ENERGY FUND GRANT PROGRAM IN THE AMOUNT OF \$3,955,213 FOR THE WRANGELL GRID RELIABILITY & STABILITY PROJECT

SUBMITTED BY:

Mason Villarma, Borough Manager

FISCAL NOTE:

Expenditure Required: NONE

Fiscal Year (FY):	Amount: \$
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Amount Budgeted:

FY:	\$
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Account Number(s):

Account Name(s):

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Unencumbered Balance(s) (prior to expenditure):

Reviews/Approvals/Recommendations

☐	Commission, Board or Committee
Name(s)	
Name(s)	
☐	Attorney
☐	Insurance

ATTACHMENTS:

RECOMMENDATION MOTION:

Move to Approve Resolution No. 09-26-2074.

SUMMARY STATEMENT:

PURPOSE

The purpose of Resolution No. 09-26-2074 is to formally express the City & Borough of Wrangell's support for the Southeast Alaska Power Agency (SEAPA) and its application to the State of Alaska Renewable Energy Fund (REF) grant program for the Wrangell Grid Reliability & Stability Project.

SEAPA is seeking \$2,000,000 in Renewable Energy Fund grant funding for the project, which has an estimated total project cost of approximately \$6,041,213.

The resolution would provide a formal statement of local support that SEAPA can include with its funding application and use in demonstrating the project's community and regional benefits.

BACKGROUND

The Southeast Alaska Power Agency (SEAPA) provides reliable, renewable hydroelectric power to the communities of Wrangell, Petersburg, and Ketchikan and operates critical regional generation and transmission infrastructure serving Southeast Alaska.

Wrangell's electrical system is connected to SEAPA's regional generation and transmission system. During planned and unplanned outages of SEAPA's transmission system, the City and Borough of Wrangell must rely upon local diesel generation to maintain electrical service.

The Wrangell Grid Reliability & Stability Project is intended to strengthen the reliability and resilience of Wrangell's electrical system and improve the community's ability to maintain stable electrical service during planned and unplanned interruptions to the regional transmission system.

PROJECT NEED AND COMMUNITY BENEFITS

During planned and unplanned outages of SEAPA's transmission system, Wrangell must utilize local diesel generation to maintain electrical service. These events result in approximately \$250,000 to \$300,000 in additional diesel generation costs, which are ultimately borne by Wrangell ratepayers.

Reducing Wrangell's dependence on costly diesel generation during transmission outages would provide economic benefits to local residents and businesses while advancing the community's long-term objective of maximizing the use, reliability, and value of renewable hydroelectric power.

The project would improve system resiliency when paired with SEAPA's Tyee Lake hydroelectric system and other planned electrical infrastructure improvements. This is particularly important

during periods of drought, transmission interruptions, or other conditions that constrain regional hydroelectric generation and delivery capabilities.

Investment in electrical reliability and stability directly supports the purposes of the Renewable Energy Fund by strengthening Alaska's renewable energy infrastructure, reducing reliance on diesel generation, and improving the long-term economic and operational sustainability of community energy systems.

Reliable and resilient electrical infrastructure is also essential to Wrangell's continued economic development. Additional system capacity and stability will better position the community to accommodate new commercial and industrial development, support existing businesses, and pursue emerging economic opportunities.

The project therefore represents an investment in Wrangell's electrical reliability, energy security, economic resilience, and ability to support future growth.

RENEWABLE ENERGY FUND APPLICATION

SEAPA is applying to the State of Alaska Renewable Energy Fund grant program for \$2,000,000 in funding for the Wrangell Grid Reliability & Stability Project. The estimated total project cost is approximately \$6,041,213.

The Renewable Energy Fund provides an opportunity for the State of Alaska to invest in renewable energy infrastructure and projects that improve the long-term sustainability and reliability of Alaska's energy systems.

SEAPA's proposed project supports these objectives by strengthening the electrical system serving Wrangell, reducing the community's reliance on diesel generation during transmission outages, and improving the ability of the regional hydroelectric system to reliably serve the community.

Approval of this resolution would not guarantee that SEAPA receives Renewable Energy Fund funding. Rather, it would demonstrate that the local governing body supports the project and considers the proposed investment in electrical reliability and renewable energy infrastructure to provide meaningful benefits to Wrangell and the broader Southeast Alaska electric system.

CITY AND BOROUGH OF WRANGELL

Item a.

RESOLUTION No. 09-26-2074

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, SUPPORTING THE SOUTHEAST ALASKA POWER AGENCY'S APPLICATION TO THE STATE OF ALASKA RENEWABLE ENERGY FUND GRANT PROGRAM IN THE AMOUNT OF \$3,955,213 FOR THE WRANGELL GRID RELIABILITY & STABILITY PROJECT

WHEREAS, the Southeast Alaska Power Agency (SEAPA) provides reliable, renewable hydroelectric power to the communities of Wrangell, Petersburg, and Ketchikan and operates critical regional generation and transmission infrastructure serving Southeast Alaska; and

WHEREAS, SEAPA is applying to the State of Alaska Renewable Energy Fund (REF) grant program (Round 19) for \$3,955,213 in funding for its Wrangell Grid Reliability & Stability Project, which has an estimated total project cost of approximately \$6,090,459; and

WHEREAS, in Renewable Energy Fund Round 18, SEAPA's prior Southeast Alaska Grid Resiliency (SEAGR) Project requested approximately \$4,000,000 in grant funding but was awarded \$2,000,000 based on energy-cost considerations; however, the City and Borough of Wrangell believes the Wrangell Grid Reliability & Stability Project, also referenced as the Wrangell Solar Project, warrants the requested \$3,955,213 award because the renewable generation and battery energy storage provided by the Project will directly displace diesel generation costing approximately 47.95 cents per kilowatt-hour during Wrangell's recurring annual outages of the SEAPA transmission system, providing substantial and immediate economic benefit to Wrangell ratepayers; and

WHEREAS, the Wrangell Grid Reliability & Stability Project includes approximately 1.5 MW AC of initial solar generation, a 5 MW battery energy storage system, and associated electrical, control, switching, and site infrastructure, with the solar facility designed to accommodate future expansion to approximately 5 MW AC; and

WHEREAS, the Wrangell Grid Reliability & Stability Project represents a critical investment in the reliability and resilience of Wrangell's electrical system by strengthening the community's ability to maintain stable electrical service during planned and unplanned interruptions to the regional transmission system; and

WHEREAS, during planned and unplanned outages of SEAPA's regional transmission system, the City and Borough of Wrangell must rely upon local diesel generation to maintain electrical service, including more than 40,000 gallons of diesel generation associated with the 2026 transmission outage, resulting in substantial additional costs ultimately borne by Wrangell ratepayers; and

WHEREAS, reducing Wrangell's dependence on costly diesel generation during transmission outages will provide substantial economic benefits to local residents and businesses while advancing the community's long-term objective of maximizing the use, reliability, and value of SEAPA's existing renewable hydroelectric resources while adding new local renewable solar generation and battery energy storage; and

WHEREAS, the project will improve system resiliency when paired with SEAPA's Tyee Lake hydroelectric system and other planned electrical infrastructure improvements, particularly during periods of drought, transmission interruptions, or other conditions that constrain regional hydroelectric generation and delivery capabilities; and

WHEREAS, investment in electrical reliability and stability directly supports the purposes of the Renewable Energy Fund by strengthening Alaska's renewable energy infrastructure, reducing reliance on diesel generation, and improving the long-term economic and operational sustainability of community energy systems; and

WHEREAS, reliable and resilient electrical infrastructure is essential to Wrangell's continued economic development, and additional system capacity and stability will better position the community to accommodate new commercial and industrial development, support existing businesses, and pursue emerging economic opportunities; and

WHEREAS, the City and Borough of Wrangell considers SEAPA's Wrangell Grid Reliability & Stability Project an essential infrastructure investment that will reduce costs to local ratepayers, improve energy security and reliability, strengthen the regional hydroelectric system, and provide the electrical capacity necessary to support Wrangell's future growth.

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

Section 1: The Assembly of the City and Borough of Wrangell fully supports SEAPA's application to the State of Alaska Renewable Energy Fund grant program for \$3,955,213 in funding for the Wrangell Grid Reliability & Stability Project and strongly supports the project's advancement through the REF evaluation and funding process.

Section 2: The Assembly recognizes the Wrangell Grid Reliability & Stability Project as a vital renewable energy and electrical infrastructure investment that will improve electrical reliability, reduce costly diesel generation, strengthen community resilience during regional transmission outages, and support future economic development.

Section 3: The Assembly respectfully requests that the State of Alaska provide \$3,955,213 in Renewable Energy Fund grant funding to SEAPA for the Wrangell Grid Reliability & Stability Project.

Section 4: The Borough Clerk is hereby directed to transmit a signed copy of this resolution to the Southeast Alaska Power Agency for inclusion in its current Round 19 or future Renewable Energy Fund applications and to other appropriate State of Alaska officials and agencies as evidence of the City and Borough of Wrangell's strong local support for the project.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL,
ALASKA THIS 8th DAY OF SEPTEMBER 2026.

CITY & BOROUGH OF WRANGELL

Patricia Gilbert, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 8, 2026
	<u>Agenda Section</u>	13

RESOLUTION NO. 09-26-2075 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE DISPATCH/CORRECTIONS OFFICER JOB DESCRIPTION

SUBMITTED BY:

Mason Villarma, Borough Manager

FISCAL NOTE:

Expenditure Required: NONE

Fiscal Year (FY):	Amount: \$
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Amount Budgeted:

FY:	\$
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Account Number(s):

Account Name(s):

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Unencumbered Balance(s) (prior to expenditure):

Reviews/Approvals/Recommendations

☐	Commission, Board or Committee
Name(s)	
Name(s)	
☐	Attorney
☐	Insurance

ATTACHMENTS:

RECOMMENDATION MOTION:

Move to Approve Resolution No. 09-26-2075

SUMMARY STATEMENT:

This resolution updates and clarifies the existing description to accurately reflect current duties, responsibilities, training requirements, and working conditions.

**CITY AND BOROUGH OF WRANGELL
RESOLUTION No. 09-26-2075**

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE DISPATCH/CORRECTIONS OFFICER JOB DESCRIPTION

WHEREAS, the City and Borough of Wrangell recognize the need to update the Dispatch/Corrections Officer job description to accurately reflect current duties, responsibilities, training requirements, and working conditions; and

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

Section 1. The attached revised job description outlines the updated duties, responsibilities, qualifications for the Dispatch/Corrections Officer position.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA THIS 8th DAY OF SEPTEMBER, 2026.

CITY & BOROUGH OF WRANGELL

Patricia Gilbert, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

JOB DESCRIPTION

PO Box 531, Wrangell, AK, 99929 | +1 (907) 874-2381
205 Brueger Street, Wrangell, AK, 99929



Position	<i>Dispatch/Corrections Officer</i>	Type	<i>Permanent Full Time</i>
Department	<i>Police</i>	Class	<i>Non-Exempt</i>
Supervisor	<i>Corrections Sergeant</i>	Salary	<i>Non-Union /Grade #16</i>

Certain duties described in this classification require specific training, certification, authorization, equipment, or assignment before the employee may perform them independently. Employees shall perform specialized duties only within the scope of their training, authorization, and applicable law and Borough policy.

Summary

Performs a combined public safety communications and municipal corrections function. Receives, prioritizes, documents, and dispatches emergency and non-emergency calls; maintains responder status and safety information; operates radio, telephone, computer-aided dispatch, records, and criminal-justice information systems; and coordinates notifications and mutual aid. Performs authorized prisoner intake, custody, care, observation, release, and facility-security duties in accordance with law, court orders, Borough policy, Alaska Department of Corrections requirements applicable to municipal facilities, and approved training.

Distinguishing Career Features

This position requires independent judgment within written directives. The employee routinely handles confidential criminal-justice information, urgent calls, radio traffic, people in crisis, and people in custody. Work is reviewed through direct observation, records and recording review, training benchmarks, quality assurance/quality improvement, incident reports, and compliance with agency policy.

Essential Duties and Responsibilities

Emergency Communications and Call Processing

- Answers emergency and non-emergency telephone, text, alarm, radio, and approved digital communications; identifies location, callback information, incident type, hazards, weapons, medical needs, suspect information, and other responder-safety factors.



- Uses structured, impartial questioning and active listening; adapts communication for children, older adults, people with disabilities or limited English proficiency, and persons who are distressed, hostile, confused, experiencing suicidal ideation, intoxication, or a behavioral-health crisis.
- Exercises independent judgment in prioritizing calls and initiating the appropriate response within established protocols, written directives, and training
- Dispatches and coordinates law-enforcement, fire, emergency medical, public works, emergency management, and mutual-aid resources as assigned; monitors assigned radio channels, emergency traffic, unit status, and responder welfare checks.
- Relays complete, concise, and timely updates; confirms critical information and acknowledgments; maintains radio discipline and supports interoperable communications during routine and major incidents.
- Creates and updates accurate CAD/event records while continuing to listen, question, and monitor; records objective facts, observable behavior, exact statements when material, actions taken, notifications, times, and dispositions.
- Makes required notifications to supervisors, command staff, partner agencies, utilities, courts, medical providers, or emergency-management personnel in accordance with written directives.
- Uses TTY/TDD, text-to-911, language-access, and accessibility resources when available and required; provides equitable access to public safety services.
- Recognizes equipment or system failure, implements approved backup procedures, performs basic troubleshooting, and promptly reports outages, recording failures, or cybersecurity concerns.

Records, Information Systems, and Quality Assurance

- Queries, enters, modifies, validates, and disseminates information through APSIN/NCIC and other authorized systems only for official purposes and in compliance with CJIS security, audit, and dissemination requirements.



- Maintains dispatch logs through the eForce Computer Aided Dispatch (CAD) system, warrants or alerts, prisoner records, shift activity records, and other documents in accordance with records-retention schedules and agency policy.
- Protects criminal-justice information, medical information, victim and juvenile information, security-sensitive facility information, and personally identifiable information from unauthorized access or disclosure.
- Participates in call and record review, quality assurance/quality improvement, corrective training, and after-action processes; accepts feedback and documents remediation of performance deficiencies.
- Maintains current knowledge of written directives, emergency plans, maps, response resources, and changes affecting communications or custody operations.

Prisoner Admission, Release, and Records

- Verifies legal authority for confinement or release, identity, charges, court documents, warrants, bail or conditions, and required notifications before accepting or releasing a prisoner; promptly refers discrepancies to a supervisor or arresting officer.
- Completes booking records, photographs, fingerprints, property inventory, receipts, logs, and required data entries accurately and within established timeframes.
- Conducts and documents required non-clinical intake screening within the limits of training and applicable policy, identifies observable signs or reported concerns requiring attention, and promptly refers medical, mental health, medication, accommodation, withdrawal, self-harm, or other health-related concerns to the appropriate supervisor, medical provider, or emergency service.
- Provides required orientation, rules, emergency information, grievance or request procedures, and access information in a manner the prisoner can understand, including reasonable language or disability assistance.



- Maintains a complete chain of custody for prisoner property and contraband; secures, documents, and transfers items according to evidence and property procedures.

Custody, Care, and Facility Security

- Maintains lawful, safe, secure, humane, and respectful custody; protects prisoner rights and dignity while enforcing rules consistently and without retaliation, harassment, or discrimination.
- Conducts required counts, rounds, direct observations, welfare checks, and documented special watch checks at prescribed intervals.
- Monitors behavior and conditions for medical distress, injury, communicable disease, intoxication or withdrawal, behavioral-health crisis, self-harm risk, assault risk, fire, flooding, tampering, or other hazards; initiates emergency response and notifications without delay.
- Maintains sight, sound, age, medical, protective-custody, and other required separation consistent with classification decisions, facility capabilities, law, and policy; promptly reports any condition the facility cannot safely manage.
- Provides meals, water, hygiene items, bedding, recreation or other basic services as assigned; documents refusals, restrictions, unusual conditions, and required accommodation.
- Controls doors, keys, restraints, weapons lockers, emergency equipment, and restricted areas; completes inventories and immediately reports discrepancies or security breaches.
- Conducts facility, cell, property, and person searches when authorized and trained, in accordance with applicable law, Borough policy, facility procedures, and training. Performs or assists with any enhanced or specialized search only when specifically authorized, trained, and permitted by applicable law and policy; documents searches as required.
- Uses de-escalation, time, distance, communication, and available assistance to gain cooperation. Uses restraints or force only when authorized by law, trained, and consistent with applicable Borough policy and written directives; obtains medical evaluation



and completes required reporting after any use of force or significant restraint event.

- Assists with prisoner movement or transport only when trained, equipped, and assigned; verifies restraints, destination, documentation, search, vehicle security, communication plan, and continuity of custody.
- Follows fire, evacuation, medical emergency, escape, disturbance, hostage, natural disaster, utility failure, and continuity-of-operations plans; preserves scenes and evidence and completes required reports.

Professional Conduct and Team Responsibilities

- Uses ethical, unbiased, and procedurally fair communication; treats callers, responders, prisoners, victims, witnesses, and coworkers with professionalism and respect.
- Provides complete shift briefings and documents unresolved calls, warrants, prisoner risks, watches, equipment issues, and other information necessary for continuity of operations.
- Immediately reports policy violations, unsafe conditions, suspected abuse or neglect, sexual misconduct, retaliation, security breaches, conflicts of interest, and unusual incidents through the required chain-of-command.
- Maintains readiness for mandatory overtime, call-back, shift work, nights, weekends, and holidays as assigned; manages fatigue and promptly reports any condition that could impair safe performance.
- Performs other related duties within the employee's training and authorization that support the position's overall public-safety objective.

Qualifications

Knowledge and Skills

- Emergency call processing, radio procedures, incident prioritization, responder-safety practices, geography and mapping, and public-safety terminology.



- Correctional safety, prisoner rights and care, intake and release documentation, observation and count practices, classification and separation concepts, suicide and self-harm prevention, contraband control, emergency response, and use-of-force reporting.
- Accurate keyboarding, data entry, spelling, grammar, report writing, records management, and operation of CAD, radio, telephone, recording, camera, fingerprint, and related systems.
- De-escalation, active listening, crisis communication, cultural awareness, teamwork, and professional customer service.

Abilities

- Rapidly assess incomplete or conflicting information, set priorities, make sound decisions within policy, and manage simultaneous tasks under stress.
- Communicate clearly and calmly by telephone, radio, in writing, and face-to-face; obtain essential information from distressed or resistant people.
- Maintain sustained attention, situational awareness, confidentiality, emotional control, and accurate documentation during prolonged or traumatic incidents.
- Safely interact with, observe, search, restrain, and move prisoners when trained and authorized; recognize circumstances requiring immediate medical, mental-health, supervisory, or emergency assistance.
- Work independently and as part of a close team; accept review, coaching, quality assurance, and remedial training.

Physical Abilities

With or without reasonable accommodation, the employee must be able to:

- Sit or stand for extended periods; frequently use computers, radios, telephones, foot controls, and other communications equipment; perform repetitive keyboard and hand motions.



- Hear, understand, and distinguish simultaneous voices, tones, alarms, and radio traffic; speak clearly; read screens, maps, forms, identification, and printed material under routine and emergency conditions.
- Move through the Public Safety Building and secure jail areas; bend, reach, kneel, climb stairs, open secure doors, and retrieve equipment from floor to overhead level.
- Perform authorized prisoner-control tasks and assist in emergencies, which may include sustained standing, rapid movement, pushing, pulling, lifting, or physically assisting another person. Any specific strength standard must be job-related and validated by the Borough.
- Sustain concentration, memory, judgment, and emotional regulation while exposed to interruptions, graphic or traumatic information, conflict, threats, and time-critical decisions.

Education and Experience

- High school diploma or GED required.
- Six months of related public safety, dispatch, corrections, security, emergency services, customer service, or records experience preferred. Relevant education and training may substitute for experience when approved by the Borough.
- Ability to type at least 45 words per minute with accuracy.



Licenses, Certificates & Required Trainings

- Valid driver's license and continued eligibility under Borough driving requirements.
- Must obtain and maintain required first aid, CPR, and AED certifications within the timeframe established by the Borough.
- Must obtain and maintain APCO Public Safety Telecommunicator certification, or an equivalent professional emergency communications certification approved by the Department, within twelve months of appointment and demonstration of competency before independent assignment.
- Completion and maintenance of required APSIN/NCIC and CJIS Security Awareness training and authorization before independent use of criminal-justice information systems.
- Completion of correctional training required for the position by law, regulation, contract, or Borough policy within the prescribed period.
- Completion of agency-approved training in prisoner intake, suicide prevention, PREA awareness and reporting, searches, restraints, use of force, emergency procedures, bloodborne pathogens, mental-health and substance-withdrawal recognition, de-escalation, and report writing before performing those functions independently.

Working Conditions

Work is performed in an emergency communications center, office, secure holding facility, and occasionally in vehicles or other locations. The employee may be exposed to continuous background noise, alarms, shift work, interrupted meals, traumatic calls, verbal abuse, infectious disease, bodily fluids, contraband, combative behavior, and risk of physical injury. Required personal protective equipment, exposure-control practices, staffing procedures, and post-incident support will be used.



Performance Expectations

- Consistently follows law, court orders, written directives, training, chain-of-command requirements, and documented emergency procedures.
- Maintains accurate, timely, complete, objective, and auditable records; corrects identified errors promptly and transparently.
- Demonstrates competency through initial training, supervised practice, testing, observation, quality review, continuing education, and remediation when required.
- Protects life, constitutional rights, confidential information, responder safety, prisoner safety, and facility security while delivering respectful service.
- Incumbent must successfully complete a one-year probationary period, during which the employee's performance, conduct, attendance, training progress, and overall suitability for the position will be evaluated.

This job description and classification outline the general nature of the work performed, representative duties, and the typical qualifications required for acceptable performance. It is not intended to be a complete list of all responsibilities, duties, work steps, and skills required of the job.



City & Borough of Wrangell

Position Description

Position: Dispatcher/Corrections Officer	Position Type: Permanent
Department/Site: Public Safety Building.	FLSA: Non-exempt
Reports to/Evaluated by: Corrections Sergeant	Salary Grade: 16

Summary

Performs emergency and non-emergency call-taking duties, operating complex communications equipment, multi-line telephone system and computer terminals to access and input information, transferring and processing emergency and non-emergency calls. Assists with the booking, processing, surveillance, and control of inmates.

Distinguishing Career Features

The Dispatcher/Corrections Officer receives emergency and routine calls and assists with all aspects of corrections. The position performs telephone investigation, preparation of call information, operation of computer terminals, operation of telephone equipment, and includes considerable contact with the general public and other public service agencies. The position also assists with booking, processing, and surveillance of inmates.

Essential Duties and Responsibilities

- Receives telephone calls utilizing complex telephone equipment, listens to callers to accurately ascertain the nature of the call and prioritize information according to standard procedures.
- Maintains accurate records of events, written logs and reports of action taken that may be used in legal proceedings.
- Uses references and resources such as standard policies and procedures, emergency dispatch protocols, maps, phone directories, reverse directories and others to solve questions, determine appropriate action and provide service to the public.
- Adjusts questioning style based upon the nature of the problem, whether the caller is an adult, child, hard-of-hearing, etc., and the emotional state of the caller (angry, hostile, fearful, confused, etc.).
- Enters information in a timely manner at workstation computer terminal while continuing to question and listen to caller.
- Determines appropriate course of action based upon information obtained from the caller. Controls conversations to quickly gather vital information while being courteous and efficient.
- Prepares and serves meal for inmates during their assigned shift.
- Performs all correction duties in the day to day operation of the facility
- Controls access to facilities. Maintains key/equipment control. Inventories materials and

equipment.

- Perform inmate body searches or strip searches as required. Participates in conducting area searches. Documents and controls contraband/inmate property. Completes fingerprinting, booking and photographing of inmates
- Assists with the transport of inmates outside the facility.
- Performs other duties as assigned that support the overall objective of the position.

Qualifications

▪ Knowledge and Skills

The position requires knowledge of emergency communications protocols and the equipment used to receive and transmit information to others responding to incidents. Requires knowledge of and skill at using computer-aided office productivity software and specialized applications for receiving, recording, and transmitting law enforcement and emergency services information. Requires sufficient math skills to compile alphanumeric data, statistics, and trends. Requires sufficient knowledge of the English language to prepare descriptive written summaries and detail of calls. Requires sufficient human relations skill to exercise patience when dealing with a diverse customer population, and to explain policies and technical concepts to customers.

▪ Abilities

Ability to process, assess and react to large amounts of information quickly. Ability to concentrate during periods of high stress. Ability to communicate clearly and elicit needed information from emotionally stressed and otherwise challenging callers. Ability to remain calm in emergency situations and relay that composure to callers. Ability to function as a member of a close working team. Requires the ability to maintain a positive, helpful, constructive attitude and work relationship with their supervisor, all city/borough staff, customers, and the community. Requires the ability to complete APSIN and NCIC training within a reasonable period of time. Must complete National Sheriff's Association training within 6 month of hire and Alaska Department of Corrections training within one year of hire. Must be able to transcribed officer's dictation. Requires the ability to learn the use of specialized equipment such as, but not limited to that used for fingerprinting, photographing, PBT instruments, tazers and oc spray. Must be able to preserve confidentiality in all aspects of the position.

▪ Physical Abilities

The position incumbent must be able to function indoors in an office environment as well as within the jail. Requires ambulatory ability to sit for extended periods of time, to utilize computers and peripheral equipment, accomplish other desktop work, and to move to various campus locations. Requires the ability to use near vision to read printed materials. Requires auditory ability to carry on conversations in person and over the phone. Requires the ability to retrieve work materials from overhead, waist, and ground level files. Requires manual and finger dexterity to write, use a pointing device, keyboard at 45 w.p.m., and 10-key pad at an acceptable rate, operate microcomputer, and to operate other standardized office equipment, almost constantly requiring repetitive motions.

▪ Education and Experience

High School Diploma or GED, and one-year certificate from a college or professional/technical school and a minimum of six months related experience and/or

Dispatcher/Corrections Specialist

training; or equivalent combination of education and experience

- **Licenses and Certificates**

Must possess a valid driver's license. Requires a first aid and a CPR card. Emergency Dispatcher Certificate completed after hire. National Sheriff's Officer Association within six months of hire. Department of Corrections certification from APSC within one year of hire. Must be able to pass a criminal background check

- **Working Conditions**

Work is typically performed indoors in a close-in setting with background noise and occasional exposure to risk of physical harm.

This job/class description, describes the general nature of the work performed, representative duties as well as the typical qualifications needed for acceptable performance. It is not intended to be a complete list of all responsibilities, duties, work steps, and skills required of the job.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	August 25, 2026
	<u>Agenda Section</u>	13

Approval of Wrangell Cooperative Association and City and Borough of Wrangell's Work Plan

SUBMITTED BY:

Mason Villarma, Borough Manager

FISCAL NOTE:

Expenditure Required: NONE

Fiscal Year (FY):	Amount: \$
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Amount Budgeted:

FY:	\$
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Account Number(s):

Account Name(s):

Enter Text Here

Unencumbered Balance(s) (prior to expenditure):

Reviews/Approvals/Recommendations

☐	Commission, Board or Committee
Name(s)	
Name(s)	
☐	Attorney
☐	Insurance

ATTACHMENTS:

RECOMMENDATION MOTION:

Move to Approve the Wrangell Cooperative Association and the City and Borough of Wrangell's Work Plan

SUMMARY STATEMENT:

The City and Borough of Wrangell and the Wrangell Cooperative Association have developed a FY 2027 Joint Work Plan establishing shared priorities and areas of coordination for the fiscal year. The Work Plan covers the period of July 1, 2026 through June 30, 2027 and is intended to provide clear direction to the staff of both organizations regarding collaborative projects and initiatives.

The Work Plan focuses on two primary areas:

- Transportation, Recreation & Quality of Life
- Tourism, Culture & Heritage

The FY 2027 priorities include projects related to Petroglyph Beach, the Mount Dewey trail connection, Alder Top Memorial Park, tribal transportation funding, the Community Garden and Multi-Use Park, bilingual street signage, the downtown waterfront heritage walk, totem log harvesting and preservation, Chief Shakes Island and the carving shed, and joint cultural and visitor programming at the Nolan Center.

BACKGROUND:

The Joint Work Plan is intended to establish a coordinated government-to-government partnership between CBW and WCA. The parties recognize that many of the identified initiatives will require outside funding, coordination with state and federal agencies, permitting, design, and continued community engagement. Approval of the Work Plan represents the parties' commitment to actively pursue these priorities together and coordinate resources where practical. The Work Plan establishes specific desired outcomes for each priority rather than simply identifying general areas of interest.

IMPLEMENTATION:

Following approval, CBW and WCA staff will designate primary points of contact and meet periodically throughout the fiscal year to review progress, identify obstacles, coordinate funding opportunities, and establish next steps.

The parties will maintain a shared project list identifying responsible parties, project status, funding needs, and upcoming milestones. CBW and WCA will also coordinate grant opportunities and provide reasonable assistance with letters of support, applications, match commitments, and other funding documentation.

CITY AND BOROUGH OF WRANGELL
&
WRANGELL COOPERATIVE ASSOCIATION

FY 2027
JOINT WORK PLAN &
PARTNERSHIP PRIORITIES

July 1, 2026 – June 30, 2027

A coordinated government-to-government work plan focused on transportation, recreation, quality of life, tourism, culture, and heritage.



Purpose

The City and Borough of Wrangell (CBW) and the Wrangell Cooperative Association (WCA) share a commitment to improving Wrangell's transportation infrastructure, recreational opportunities, cultural resources, visitor experience, and overall quality of life.

This Joint Work Plan establishes specific partnership priorities for Fiscal Year 2027 and is intended to provide clear direction to the staffs of both organizations. The Work Plan will be presented for formal approval by resolution of both the Borough Assembly and the WCA Tribal Council.

The parties recognize that many of the projects identified below will require outside funding, coordination with state and federal agencies, permitting, design, and continued community engagement. Adoption of this Work Plan represents a commitment by CBW and WCA to actively pursue these priorities together and coordinate resources wherever practical.

FY 2027 Focus Areas

- Transportation, Recreation & Quality of Life
- Tourism, Culture & Heritage

I. Transportation, Recreation & Quality of Life

1. Petroglyph Beach State Historic Park Improvements

Goal: Improve the condition, accessibility, and visitor experience of Petroglyph Beach State Historic Park and position the site for additional long-term investment.

FY 2027 Priorities

- Jointly pursue grant and other funding opportunities for replacement or rehabilitation of the existing viewing platform/deck and associated site improvements.
- Work with the State of Alaska to identify and prioritize additional improvements, including restroom facilities, parking, accessibility, signage, trails, and visitor amenities.
- Develop a coordinated concept for longer-term improvements to the Petroglyph Beach area that recognizes its cultural significance and importance as a recreational and visitor destination. CBW and WCA will work to complete a comprehensive long-term development plan for the site.
- CBW will assist WCA in its efforts to acquire the Bangeman property from the Alaska Department of Natural Resources and coordinate the acquisition with broader plans for Petroglyph Beach and the surrounding area.
- CBW and WCA will work together to establish joint stewardship and management of Petroglyph Beach State Park.

FY 2027 Desired Outcome: Secure or submit funding for priority improvements, advance the Bangeman property acquisition, and establish an agreed-upon direction for future development of the Petroglyph Beach area.

2. Petroglyph Beach-Mount Dewey Trail Connection

Goal: Develop a pedestrian trail connection between Petroglyph Beach and the Mount Dewey trail system, creating a significant recreational and visitor corridor connecting cultural, natural, and downtown assets.

FY 2027 Priorities

- Jointly identify and pursue federal, state, tribal, and philanthropic funding opportunities.
- WCA will confirm the prospective trail is added into their inventory for future funding opportunities.
- Determine an appropriate trail alignment and necessary property interests.
- Complete or fund survey, conceptual design, preliminary engineering, cost estimating, and other preconstruction work necessary to advance the project.
- Evaluate opportunities for CBW and WCA to provide local funding, in-kind services, equipment, materials, or other match.
- Develop a phased construction strategy if full project funding cannot be secured at one time.

FY 2027 Desired Outcome: Advance the project to a defined, costed, and fundable trail concept, with the objective of beginning construction as funding permits.

3. Alder Top Memorial Park Conveyance

Goal: Convey approximately 2.7 acres at Alder Top to WCA for development of a culturally significant memorial park.

FY 2027 Priorities

- CBW will complete the municipal land conveyance process.
- WCA will be responsible for required survey and associated conveyance costs as agreed upon by the parties.
- CBW will assist WCA with site planning, access considerations, utilities, and coordination with surrounding municipal property and infrastructure.
- CBW will order Alder Top Subdivision street names in English and Lingit.
- WCA will develop and provide CBW with a concept and development plan for the memorial park, including preliminary design elements and anticipated phases of development. The parties will identify potential funding sources for site development.

FY 2027 Desired Outcome: Complete conveyance of the property to WCA and establish a preliminary development plan for the memorial park.

4. Tribal Transportation Funding Partnership

Goal: Better leverage WCA's eligibility for tribal transportation programs to advance transportation and recreational infrastructure that benefits the entire Wrangell community.

FY 2027 Priorities

- CBW and WCA will meet each October to review WCA road inventory and propose additions and deletions. The final inventory listing will be provided to CBW for evaluation of funding opportunities.
- CBW will identify municipal road, sidewalk, trail, pedestrian, and related transportation projects that may qualify for tribal transportation funding or partnership. CBW will provide roads within tribal inventory and that benefit the broader community.
- WCA will assist CBW in determining project eligibility and identifying appropriate tribal transportation programs.
- Where mutually beneficial, CBW and WCA will jointly prepare or support funding applications.
- The parties will evaluate opportunities to combine tribal, municipal, state, and federal funding to deliver priority projects.

FY 2027 Desired Outcome: Establish a coordinated project list and submit at least one joint or mutually supported transportation funding request during FY 2027.

5. Community Garden & Multi-Use Park

Goal: Redevelop the existing community garden area into an attractive and functional multi-use neighborhood park.

FY 2027 Priorities

- CBW and WCA will jointly solicit community interest regarding a revitalization of Community Garden area within City Park.
- Remove the existing derelict structure and other obsolete improvements.
- Develop a preliminary site plan that accommodates multiple compatible uses.
- Establish a defined and fenced community garden area with organized garden beds.
- Develop a dedicated fenced dog park area.
- Incorporate landscaping, seating, pedestrian circulation, and other park amenities as funding permits.
- Identify opportunities for WCA participation in planning, site improvements, landscaping, and other project elements.

FY 2027 Desired Outcome: Complete site planning and demolition and begin implementation of the community garden and dog park improvements.

6. English-Tlingit Street Signage

Goal: Incorporate Lingít language and Wrangell's cultural heritage into the community's public infrastructure.

FY 2027 Priorities

- WCA to share database of street names that was developed under the previous Tribal Administrator.
- Establish a standard process under which streets reconstructed or substantially recapitalized by CBW receive signage displaying both the English street name and an appropriate Lingít translation or name.
- WCA will provide or coordinate appropriate Lingít translations, spelling, and cultural review.
- CBW will incorporate approved bilingual signage into applicable capital project specifications and budgets.
- The parties will explore opportunities to expand bilingual signage to parks, trails, public facilities, and other appropriate locations over time.

FY 2027 Desired Outcome: Establish a bilingual street-sign standard and incorporate it into applicable FY 2027 and future CBW capital projects.

II. Tourism, Culture & Heritage

7. Downtown Waterfront Heritage Walk

Goal: Ensure that Wrangell's cultural history and Tlingit heritage are prominently incorporated into the redevelopment of the downtown waterfront.

FY 2027 Priorities

- CBW will include WCA in planning and design discussions related to the waterfront heritage walk and cultural components of the project.

- CBW and WCA will jointly identify appropriate locations for totem poles, interpretive features, cultural displays, gathering areas, and other heritage elements.
- WCA will provide cultural and historical guidance regarding interpretation and storytelling.
- CBW will work with WCA to identify and provide suitable totem logs for carving of poles intended for placement along the waterfront.
- The parties will coordinate cultural improvements with overall waterfront design, pedestrian circulation, landscaping, and visitor amenities.

FY 2027 Desired Outcome: Complete a defined cultural and heritage concept for incorporation into final waterfront planning and design.

8. Totem Log, Carving & Preservation Partnership

Goal: Establish a long-term partnership supporting the creation, preservation, and public display of Wrangell's totem poles.

FY 2027 Priorities

- CBW will prepare a formal agreement establishing a process through which WCA may harvest an agreed-upon number of suitable totem logs from Borough-owned lands.
- The agreement will address harvest locations, selection, access, responsibilities, costs, and the intended cultural or public use of harvested logs.
- CBW and WCA will identify opportunities for newly carved poles to be incorporated into public spaces, including the downtown waterfront and other community sites.
- The parties will jointly evaluate the condition and future of older totem poles and identify appropriate opportunities for preservation, restoration, interpretation, relocation, or protected display.
- Where appropriate, seek grant funding for carving, preservation, interpretation, and installation.

FY 2027 Desired Outcome: Execute a totem-log agreement and develop a coordinated strategy for the carving, preservation, and public display of totem poles throughout Wrangell.

9. Chief Shakes Island, Carving Shed, and Totem Park Visitor Experience

Goal: Improve the consistency, accessibility, and promotion of Chief Shakes Island and the carving shed as cornerstone cultural attractions for residents and visitors.

FY 2027 Priorities

- WCA will develop a clear seasonal plan of operation for Chief Shakes Island, the carving shed, and totem park that is shared with CBW.
- The operating plan should identify anticipated hours, tours, demonstrations, cultural programming, admission or fee structures where applicable, and points of contact.
- WCA will provide operating information to CBW sufficiently in advance of the visitor season so that CBW, the Convention and Visitors Bureau, Nolan Center, tour operators, and other partners can accurately promote available experiences.
- CBW and WCA will explore opportunities to coordinate cultural demonstrations, carving activities, tours, and other programming with cruise and independent visitor schedules.
- The parties will identify opportunities to improve wayfinding, interpretation, and promotion of the sites.

- WCA will provide CBW with a long-term plan for the redevelopment of each of the culturally significant sites that is focused on community and cultural tourism.

FY 2027 Desired Outcome: Establish a predictable and marketable visitor experience at Chief Shakes Island and the carving shed for the 2027 visitor season.

10. Joint Cultural & Visitor Programming at the Nolan Center

Goal: Develop recurring cultural programming that provides meaningful experiences for residents and visitors while generating sustainable revenue for both CBW and WCA.

FY 2027 Priorities

- CBW and WCA will jointly develop cultural events, performances, demonstrations, educational programs, markets, or other visitor experiences at the Nolan Center.
- Develop a business model addressing staffing, ticketing, facility use, marketing, expenses, and revenue sharing.
- Coordinate programming with cruise schedules, community events, conventions, and peak visitor periods where practical.
- Evaluate opportunities to combine Nolan Center exhibits and programming with experiences at Chief Shakes Island, the carving shed, downtown waterfront, and other cultural sites.
- Establish a pilot program during the 2027 visitor season that can be evaluated and expanded in future years.

FY 2027 Desired Outcome: Develop and implement at least one jointly produced, revenue-generating cultural or visitor program and establish a model for future recurring programming.

III. Implementation & Accountability

CBW and WCA recognize that adoption of this Work Plan is intended to result in measurable action rather than simply identify shared aspirations.

- CBW and WCA staff will designate primary points of contact responsible for coordinating implementation of the Work Plan.
- Representatives of CBW and WCA will meet periodically throughout the fiscal year to review progress, identify obstacles, coordinate funding opportunities, and establish next steps.
- The parties will maintain a shared project list identifying each initiative, responsible parties, current status, funding needs, and upcoming milestones.
- CBW and WCA will communicate regularly regarding grant opportunities and will provide reasonable assistance to one another in preparing letters of support, resolutions, applications, match commitments, and other funding documentation.
- Material changes or additional priorities may be incorporated into the Work Plan upon mutual agreement.
- Prior to June 30, 2027, CBW and WCA will jointly review accomplishments under this Work Plan and identify recommended priorities for the FY 2028 Joint Work Plan.

IV. Shared Commitment

Through this Joint Work Plan, the City and Borough of Wrangell and the Wrangell Cooperative Association affirm their commitment to a strong government-to-government

partnership and to combining municipal, tribal, state, federal, and community resources where doing so can better serve Wrangell.

The parties intend for the FY 2027 Work Plan to produce visible and measurable progress in community infrastructure, recreation, cultural preservation, tourism development, and quality of life while establishing a framework for continued collaboration in future years.

Adoption

This FY 2027 Joint Work Plan and Partnership Priorities document is intended for adoption by resolution of the City and Borough of Wrangell Assembly and the Wrangell Cooperative Association Tribal Council.

CITY AND BOROUGH OF WRANGELL

WRANGELL COOPERATIVE ASSOCIATION

Borough Mayor / Authorized
Representative

Tribal President / Authorized
Representative

Date: _____

Date: _____

Resolution No.: _____

Resolution No.: _____

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 8, 2026
	<u>Agenda Section</u>	6

RESOLUTION NO 09-26-2076 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL,
ALASKA, DESIGNATING CANVASS BOARD DUTIES TO ONE ASSEMBLY MEMBER, THE DEPUTY
CLERK, AND MEMBER OF THE FINANCE STAFF FOR CANVASSING THE RESULTS OF THE REGULAR
ELECTION TO BE HELD OCTOBER 6, 2026

SUBMITTED BY:

Kim Lane, MMC, Borough Clerk

ATTACHMENTS: 1. Res 09-26-2076

This item is being considered under the Consent Agenda. Matters listed under the consent agenda are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion on these items. If the Mayor, and Assembly Member, the Manager or Clerk requests discussion and/or consideration on an item under the Consent Agenda, that item will be removed from the Consent Agenda and will be considered under Unfinished Business.

RECOMMENDATION MOTION (*Consent Agenda Item*):

Move to approve Resolution No. 09-26-2076.

Summary Statement:

Wrangell Municipal Code provides that the Borough Assembly shall, prior to the date of the election, designate either three assembly members or qualified voters to serve on the Canvass Board.

This Resolution is before the Borough Assembly to comply with Borough Code.

CITY AND BOROUGH OF WRANGELL

RESOLUTION NO. 09-26-2076

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, DESIGNATING CANVASS BOARD DUTIES TO ONE ASSEMBLY MEMBER, THE DEPUTY CLERK, AND MEMBER OF THE FINANCE STAFF FOR CANVASSING THE RESULTS OF THE REGULAR ELECTION TO BE HELD OCTOBER 6, 2026

WHEREAS, Wrangell Municipal Code Sec. 2.28.050 Canvass Board, provides that the Borough Assembly shall, prior to the date of the election, designate three assembly members to serve on the Canvass Board.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, that **Deputy Clerk Megan Powell, Robert Marshall (Daniel Harrison as an alternate), and Assembly Members Dan Powers** be designated to serve on the Canvass Board and to attend the election, pursuant to Wrangell Municipal Code Sec. 2.28.050 to be held within six days after the election, pursuant to Wrangell Municipal Code Sec. 2.28.060 Canvass of Returns-Procedures Generally.

ADOPTED: September 8, 2026

Patricia Gilbert, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 8, 2026
	<u>Agenda Section</u>	13

Approval to cancel the November 24, 2026 Regular Assembly Meeting and to reschedule the December 8, 2026 Regular Assembly Meeting to December 15, 2026

SUBMITTED BY:

Kim Lane, MMC, Borough Clerk

ATTACHMENTS: None.

RECOMMENDATION MOTION:

Move to approve cancelling the November 24th Regular Assembly Meeting and to reschedule the December 8th Regular Assembly Meeting to December 15, 2026.

SUMMARY STATEMENT:

There are two assembly meetings scheduled for November. The second meeting in November is just 2 days before Thanksgiving.

The request is to cancel the second meeting in November (24th) and hold only one regular meeting on Wednesday, November 10, 2025.

Additionally, there is one scheduled Regular Assembly meeting in December (8th).

The Borough Manager and Borough Clerk will not be in town on that day.

Therefore, the request is to cancel the November 24th meeting and reschedule the December 8th meeting to be held on December 15th

If approved, the meetings will be as follows:

November 10, 2026

December 15, 2026