



City and Borough of Wrangell
Borough Assembly Meeting
AGENDA

Tuesday, January 11, 2022
6:00 PM

Location: ZOOM TELECONFERENCE

If you would like to call into the meeting to speak under Persons to be Heard, please contact the Borough Clerk at 907-874-2381 or email: clerk@wrangell.com no later than Tuesday, January 11, 2022 at 4:00 p.m.

To Join by Computer:

<https://zoom.us/j/9078742381?pwd=MTNqSEdnciRvakh2UCtMVUNxMndYUT09>

And Enter the Meeting ID: 907 874 2381

Then Enter Password: 99929

1. CALL TO ORDER

- a. PLEDGE OF ALLEGIANCE led by Assembly Member Jim DeBord.
- b. CEREMONIAL MATTERS

i. Certificate of Service - Laura Ballou (School Board)

2. ROLL CALL

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

a. PUBLIC CORRESPONDENCE: Zachary Taylor regarding PH Item 11b (Ord 1016)

4. AMENDMENTS TO THE AGENDA

5. CONFLICT OF INTEREST

6. CONSENT AGENDA

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

a. Minutes of the December 14, 2021 Regular Assembly Meeting

b. Minutes of the December 21, 2021 Special Assembly Meeting

c. CORRESPONDENCE: School Board Action from the 12-13-2021 Regular Meeting

7. BOROUGH MANAGER'S REPORT

a. City and Borough of Wrangell Public Works Department Directors Report December 2021

8. BOROUGH CLERK'S FILE

- a. Borough Clerk's Report

9. MAYOR AND ASSEMBLY BUSINESS

10. MAYOR AND ASSEMBLY APPOINTMENTS

11. PUBLIC HEARING

- a. **ORDINANCE No. 1015** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 3.05.020, ORDER OF BUSINESS AND TO REPEAL AND REENACT SECTION 3.05.100 RECONSIDERATION OF THE WRANGELL MUNICIPAL CODE
- b. **ORDINANCE No. 1016** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTIONS 15.12.192, 15.12.200, 15.12.210, AND 15.12.215 IN CHAPTER 15.12, ELECTRICITY, IN THE WRANGELL MUNICIPAL CODE

12. UNFINISHED BUSINESS

13. NEW BUSINESS

- a. **RESOLUTION No. 01-22-1655** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, DESIGNATING SIGNATORIES ON BEHALF OF THE BOROUGH IN TRANSACTIONS WITH WELLS FARGO BANK, FIRST BANK, AND OTHER FINANCIAL INSTITUTIONS AND ESTABLISHING RULES FOR ENDORSEMENTS
- b. **RESOLUTION No. 01-22-1656** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
- c. **RESOLUTION No. 01-22-1657** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CERTAIN SECTIONS OF THE PERSONNEL POLICY AND PROVIDING FOR AN EFFECTIVE DATE
- d. **RESOLUTION No. 01-22-1658** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2022 BUDGET IN THE STREETS FUND BY TRANSFERRING \$15,000 FROM THE GENERAL FUND TO THE STEET FUND AND AUTHORIZING ITS EXPENDITURE FOR CONTRACTED SERVICES
- e. **RESOLUTION No. 01-22-1659** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2022 BUDGET BY TRANSFERRING \$22,464 FROM THE MUNICIPAL LIGHT & POWER FUND RESERVES TO THE GENERATOR UNIT 5 IMPROVEMENTS CAPITAL PROJECT ACCOUNT AND AUTHORIZING ITS EXPENDITURES

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

15. EXECUTIVE SESSION

- a. **Executive Session:** To discuss the possible Acquisition of Land

16. ADJOURNMENT

CERTIFICATE OF SERVICE

The City & Borough of Wrangell, Alaska
Presents this Certificate of Service to:

Laura Ballou

for her service and dedication on the School Board
October 2020 to October 2021

Stephen Prysunka, Borough Mayor

ATTEST: Kim Lane, MMC, Borough Clerk

Dated this 11th day of January 2022

Mr. Mayor and Wrangell Assembly Members,

1/4/2022

I am writing not in support or opposition of the proposed increase in electrical fees in town, but rather to suggest an alternative way to bill usage. I understand costs go up, demand has gone up, etc, which requires an increase in fees; it is what it is, as the cost of growth the way I see it.

I would like to suggest reversing the way that our rates are currently calculated.

Currently, if a resident or business uses MORE power, they get a better rate. I suggest that the LESS power you use, your rate should be lower. This will incentivize users to monitor their power consumption, as well as upgrade their current systems to more modern, lower use equipment. The days of leaving all lights and heat on because "we're on oil, and power is cheap" should be over if people got a better rate for using less.

This new method would help local electrical contractors, by increasing the demand for heat-pump, electric boilers and water heaters, and LED lights. It would also vastly reduce the overall demand in the long run, if more people upgraded their homes and businesses. General contractors could also see a boost in work, as people upgrade the insulation and windows in their homes to maximize the electric heat that they switch over to.

I have personally done all these things to my own home and properties and have seen my usage and bill drop dramatically. Those of us that choose to upgrade our systems deserve a better rate for investing in these options, as well as reducing our overall load on the system that we all share.

Thank you for your consideration and your service,

Zachary Taylor
606 Zimovia Hwy
907-305-0206

Minutes of Regular Assembly Meeting

Held on December 14, 2021

Mayor Prysunka called the Regular Assembly meeting to order at 7:00 p.m., December 14, 2021, in the Borough Assembly Chambers. Assembly Member Powell led the pledge of allegiance, and the roll was called.

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

ABSENT:

Interim Borough Manager Jeff Good and Borough Clerk Lane were also in attendance.

CEREMONIAL MATTERS

Representative Dan Ortiz provided an update of the State's fiscal situation.

PERSONS TO BE HEARD / PUBLIC CORRESPONDENCE

Marianne Mills, Catholic Community Services stated that they were applying to the State of Alaska, DOT&PF for a new four-wheeled drive van for the Senior Center; local government support is required in the form of a Resolution; that is what the Assembly has before them.

Prysunka read aloud, each person that had been identified in assisting in some way during and after the November 30th windstorm.

Prysunka also stated how sorry he was to hear about the tragedy that touched Metlakatla.

Prysunka also congratulated the Wrangell Division 1, 2 & 3 Wrestler's on their championship wins; they are off to the State and will be wrestling on Friday and Saturday; congratulated the coaches Jeff Rooney and Jack Carney as well.

AMENDMENTS TO THE AGENDA

CONFLICT OF INTEREST

CONSENT AGENDA

Minutes of the

- a. Minutes of the November 9, 2021 Regular Assembly Meeting
- b. Minutes of the November 12, 2021 Special Assembly Meeting
- c. Approval of Liquor License 1159 (Totem Bar Beverage Dispensary) Renewal
- d. Approval of Liquor License 1160 (Totem Bar Liquor Store) Renewal

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

BOROUGH MANAGER'S REPORT

Interim Manager Good provided a verbal Manager's report.

BOROUGH CLERK'S REPORT

Clerk Lane's report was provided.

Lane also thanked Mayor Prysunka for his assistance to me and the community while I was acting manager; he answered his phone each time she called, and she sincerely appreciated that very much.

MAYOR AND ASSEMBLY BUSINESS

Powell thanked the snow removal crews; has traveled recently in other communities and our roads are a lot clearer than what he saw in those other communities.

Prysunka stated that they had a SEAPA Board meeting; board voted to impose a .25 of a cent wholesale rate increase; have not seen a rate increase in almost 20 years; infrastructure is aging and SEAPA has had to replace cables; another rate increase should be expected at the end of next year; this rate increase should be around a \$3 and \$5 increase per month for the next year.

MAYOR AND ASSEMBLY APPOINTMENTS

10a Appointment to fill the Vacancy of the Alternate Member on the SEASWA (Southeast Alaska Solid Waste Authority) Board of Directors

Mayor Prysunka appointed Valerie Massie to fill the vacancy on the SEASWA Board of Directors for the Alternate Board member seat. There were no objections from the Assembly on the appointment.

PUBLIC HEARING

11a Accepting alternative proposals for funding considerations and seeking further citizen views and community comments on proposed projects for funding under the FFY20 Community Development Block Grant-COVID (CDBG-CV) program and selecting a project

A public hearing is required to be held to provide an opportunity for the community to comment on and suggest potential projects eligible for the CDBG-CV funding and to also comment specifically on Borough staff-recommended projects under consideration.

The overall mission of the State of Alaska CDBG-CV Program is to enhance the quality of life for low and moderate-income residents, particularly in rural Alaska by preventing, preparing for, and responding to coronavirus. Wrangell is determined to be 52.8% Low Moderate Income based on an income survey we completed in 2017.

The National goals of the program are to:

- Provide financial resources to communities for community development including building and improvements of public facilities used to prevent, prepare for, and respond to coronavirus; and

- Ensure that the state's CDBG-CV funds will be used to principally benefit low and moderate-income persons.

The following objectives guide the Statewide distribution and use of funds:

- Prevent, Prepare for, and Respond to the spread of the coronavirus.

The State of Alaska CDBG-CV Program may only be used to fund community development activities carried out to prevent, prepare for, and respond to coronavirus. By law, use of funds for any other purpose is unallowable.

Additional solicitation for project ideas from the public have been posted via radio, Facebook, website, bulletin boards, radio, and newspaper.

The following are examples of eligible activities:

- Reconfiguration of interior space to reinforce social distancing recommendations.
- Interior physical barriers such as clear plexiglass in public areas.
- Ventilation Systems (high-efficiency particulate air filters, air purifiers, dehumidifiers).
- Temperature, humidity, and air quality sensors to reduce airborne transmission.
- Stand-alone sinks or handwashing stations.
- Replacement of fixed windows with operable windows.
- Accessibility improvements for persons with disabilities that reduce contact.
- Installation of drive-through or walk-up windows.
- Technology improvements to support remote access.
- Modification of roadways and sidewalks to allow for social distancing.
- Creation of outdoor areas with shade covers and seating that ensure physical distancing.
- Exterior physical barriers such as fencing or planters.

Staff prepared a list of projects for consideration by the public and the Assembly. I have only received one additional project idea. The projects are summarized in more detail, but summarized:

1. Recreation Facility HVAC Upgrades: Estimate \$150,000

Replace failed HVAC-related mechanical devices; replace pneumatic controls with direct digital controls for automated building temperature management.

2. Library Carpet Replacement: Estimate \$75,000

The carpet is old, has tears, holes and is a potential source of transmission of infections. Replacement will minimize potential transmission of COVID-19 or other infections, especially for toddler activities such as crafts, reading time, puzzles and other activities that often occur on the floor in the children's play area.

3. Public Safety Building HVAC Upgrades: Estimate \$450,000

The Public Safety Building (PSB) has had heating and ventilation system issues for many years. The 36-year-old pneumatic control system is no longer supported and has failed in many

locations, leaving much of the building in a state that requires manual adjustments by our maintenance staff and with no ability to monitor the status of the system, locally or remotely.

4. Harbor Staging Area for Cruise Ship Passengers: \$100,000

The charter boat operators have recommended a potential covered staging area on City Dock or in the cul-de-sac adjacent to the dock that would help alleviate potential proximity issues and improve the ability to social distance when passengers are staging for boat and bus charters.

5. Childcare Facility. Cost unknown.

Needed to support working parents in the community since there is a lack of childcare options. (The grant is available for childcare infrastructure improvements, not for start-up or wages)

6. Primary School Window Replacement: Estimate \$250,000

Replacement of windows for the primary school has been on the capital projects list due to maintenance issues. While the windows are not a fixed-type of window, some of the wood-framed windows are nailed shut because they will not close and seal properly.

7. Community Center/Emergency Shelter Generator Replacement: Estimate \$750,000

The Community Center is identified in our Hazard Mitigation Plan as an emergency shelter for the community. A standby power generator is necessary for emergency situations. The lack of a standby power generator prevented the building's use as an emergency shelter for people without power during the December 2021 windstorm and power outage event.

8. (D. Sprehe – submitted 12/14/21) Senior Center: Cost Unknown

Investigate alternate space and/or changes to current Senior Center facility to provide larger space for our growing elder population, expand food service and improve access and ventilation to building.

Mayor Prysunka asked if any persons who have alternative project proposals who signed up to talk on this item to be called to the podium. There were none. Mayor asked if there is anyone in the audience that wishes to provide alternative project proposals or offer more support for one of the recommended projects. There were no comments.

The Mayor declared the Public Hearing closed.

Morrison questioned when the application was due and if there were match funding required; Rushmore said that it was due in their office February 4, 2022; would have one year to complete the project so essentially, projects need to be ready to go; no match funding required but is suggested.

Prysunka asked that the Borough Manager check with the School on the windows that are nailed shut; poses an emergency threat.

Gilbert stated that the school does have a CIP fund to pay for such things and that she does know that the window replacement has been on the CIP list for some time.

Rushmore stated that for the Recreational Facility HVAC project, one of the requirements is that we would have to have site control for the site. Rushmore stated that this is the top project that staff was going to recommend, but we have discovered we cannot find the deed or patent, although we built a school there in the 50's or 60's with State assistance. We are working to acquire the documentation but cannot guarantee we will have it in time.

Gilbert asked if the projects were prioritized.

Rushmore stated that they were not.

Gilbert asked if there was a cost estimate on the submitted Senior Center project.

Rushmore stated that no, there was not a cost estimate submitted.

Prysunka stated that based on the recent work session, he would be hesitant to see the Assembly spend money on the Public Safety Building controls since we do not know what we are doing with the building; would rather see the carpet at the library replaced instead.

Morrison asked about the childcare project that was submitted.

Rushmore stated that childcare is a growing concern among the communities; we have a childcare issue here in town; pilot project in Juneau right now, that tribe may be looking to bring here.

Prysunka stated that there is an issue with childcare in our community.

Morrison agreed.

Gilbert suggested that the elementary school carpet be added to the library carpet replacement project.

Amber Al-Haddad, Capital Facilities Director stated that we cannot propose two different facilities; we can only qualify for one project.

Rushmore stated that if the Assembly had a decision or direction on the project that they would like to see submitted, that would be the next step. Rushmore said that we might have to have a Special Assembly meeting if no action happened tonight.

Rushmore stated that the Recreation Facility was the project that we were leaning towards however since site control was not a definite, the next project was the Public Safety Building, but based on the work session last night that is no longer feasible and after that, possibly the library carpet replacement or the newly suggested school carpet replacement.

Al-Haddad stated that based on her knowledge, the proposed project should be the Recreational Facility Controls & Upgrades; the only issue is the uncertainty on the site control; suggested offering a match for the project, to make the approval more possible.

Al-Haddad stated that for the carpet replacement, she had learned previously with CARES money, that it was highly recommended it would need to be replaced with microbial infused carpet. At that time, we could not find microbial commercial carpet out on the market, it's all residential. However, the Fire Chief indicated they replaced the Fire Department's training room carpet with commercial microbial carpet.

Margaret Villarma, Librarian stated when asked, that a hard surface would not work because of the sound issues.

Al-Haddad stated that the Harbor Staging project concern is that there is not enough existing space for it and no design work yet; whatever project is submitted, the planning for the project should be complete.

Powell asked why the carpet and the windows cannot be replaced at the same time. It was stated that the windows need to be fixed, otherwise they could be in the elementary school.

Al-Haddad stated that for the childcare facility, the requirement is for improvements to an existing facility, not a new facility.

Al-Haddad stated that the school windows would most likely be considered a maintenance issue since they are not considered "fixed" windows but are just nailed shut due to settling issues with the building.

Al-Haddad stated that the generator for the community center would be for a backup power; still, there is the issue of site control for that facility.

Gilbert asked if we could dedicate a generator for the Senior Center; do we have site control for that building?

Rushmore stated that the City does own that building and property but would need to confirm the deed for that building.

Al-Haddad stated that she didn't believe that a portable generator would be allowed.

Prysunka asked that if we were going to do a generator, why wouldn't we do one for City Hall.

Al-Haddad stated that it's because the purpose for this grant must be COVID related, and we must show that it serves the people.

Al-Haddad stated that the school multipurpose room has been talked about for replacement; they want to replace it with a hard surface.

Prysunka questioned if that was a designated shelter area.

Captain Sprehe indicated it was an alternate care site. Al-Haddad stated it would qualify to minimize transmission since it was used by kids.

Prysunka said that he wants Staff to come back to the Assembly solid options.

UNFINISHED BUSINESS – None.

Recessed at 8:18 pm
Reconvened at 8:25 pm

NEW BUSINESS

13a EMERGENCY ORDINANCE No. 1014 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA EXTENDING THE BOROUGH'S DECLARATION OF EMERGENCY RELATED TO THE NOVEL CORONAVIRUS (COVID-19) PANDEMIC AND GRANTING AUTHORIZATION TO TAKE ACTIONS NECESSARY TO PROTECT PUBLIC HEALTH DURING THE EMERGENCY THROUGH JUNE 28, 2022

M/S: Howe/Powell to Approve Emergency Ordinance No. 1014.

DeBord questioned why we need this when this is not a funding requirement.

Manager Good stated that it makes it easier for us to be reimbursed through FEMA.

Captain Sprehe stated that the State scrutinizes our requests for reimbursement if we do not have an emergency declaration in place.

Motion approved with Gilbert, Howe, Powell, Dalrymple, Morrison, and Prysunka voting yes; DeBord voted no.

13b ORDINANCE No. 1015 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 3.05.020, ORDER OF BUSINESS AND TO REPEAL AND REENACT SECTION 3.05.100 RECONSIDERATION OF THE WRANGELL MUNICIPAL CODE

M/S: Morrison/Gilbert to approve first reading of Ordinance No. 1015 and move to a Second Reading with a Public Hearing to be held on January 11, 2022.

Lane gave an administrative report on why this Ordinance was being proposed.

Motion approved unanimously by polled vote.

13c RESOLUTION No. 12-21-1639 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, SUPPORTING THE WRANGELL COORDINATED TRANSPORTATION PLAN TO BE SUBMITTED TO THE STATE OF ALASKA, DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES

M/S: Powell/Morrison to approve Resolution No. 12-21-1639.

Lane stated that Catholic Community Services updated their Wrangell Coordinated Transportation Plan and identified a new four-wheel drive wheelchair accessible van as their top priority need; this Resolution of support and the updated plan is required to submit to the State of Alaska Department of Transportation and Public Facilities for grant consideration.

Motion approved unanimously by polled vote.

13d RESOLUTION No. 12-21-1640 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ESTABLISHING THE PRIORITY CAPITAL PROJECTS FOR SUBMISSION TO THE STATE OF ALASKA DESIGNATED LEGISLATIVE GRANTS PROGRAM (CAPSIS) FOR FY 2023

M/S: Gilbert/Howe to approve Resolution No. 12-21-1640.

Amber Al-Haddad, Capital Facilities Director gave an overview on the list; based on the critical need for the community; Water Treatment plant shortfall funding is at the top of the list.

There was extensive discussion and shuffling of projects, placing the water projects as the top four projects.

The Assembly approved the renumbering of projects by a consensus.

Motion approved unanimously by polled vote.

13e RESOLUTION No. 12-21-1641 OF THE CITY AND BOROUGH OF WRANGELL ADOPTING AN ALTERNATIVE ALLOCATION METHOD FOR THE FY22 SHARED FISHERIES BUSINESS TAX PROGRAM AND CERTIFYING THAT THIS ALLOCATION METHOD FAIRLY REPRESENTS THE DISTRIBUTION OF SIGNIFICANT EFFECTS OF FISHERIES BUSINESS ACTIVITY IN FMA 18: CENTRAL SOUTHEAST AREA

M/S: Powell/Howe to approve Resolution No. 12-21-1641. Motion approved unanimously by polled vote.

13f RESOLUTION No. 12-21-1642 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2022 BUDGET IN THE GENERAL FUND AND TRANSFERRING \$19,292 FROM GENERAL FUND RESERVES TO FINANCE DEPARTMENT SALARIES AND WAGES AND TRANSFERING \$7,287 FROM GENERAL FUND RESERVES TO THE FINANCE DEPARTMENT PERSONNEL BENEFITS ACCOUNT

M/S: Powell/Morrison to approve Resolution No. 12-21-1642. Motion approved unanimously by polled vote.

13g RESOLUTION No. 12-21-1643 OF THE CITY AND BOROUGH OF WRANGELL, ALASKA CREATING THE PROPERTY AND SALES TAX ACCOUNTING CLERK JOB DESCRIPTION WITHIN THE FINANCE DEPARTMENT AND AMENDING THE NON-UNION WAGE AND GRADE TABLE

M/S: Morrison/Gilbert to approve Resolution No. 12-21-1643. Motion approved unanimously by polled vote.

13h RESOLUTION No. 12-21-1644 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2022 BUDGET IN THE IMLS FEDERAL GRANT REVENUE FUND BY ACCEPTING A GRANT IN THE AMOUNT OF \$14,040

M/S: Gilbert/Howe to approve Resolution No. 12-21-1644. Motion approved unanimously by polled vote.

13i RESOLUTION No. 12-21-1645 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA, APPROVING THE TEMPORAY PART-TIME LIBRARY ASSISTANT I JOB DESCRIPTION AND AMENDING THE NON-UNION WAGE AND GRADE TABLE

M/S: Gilbert/Morrison to approve Resolution No. 12-21-1645. Motion approved unanimously by polled vote.

13j RESOLUTION No. 12-21-1646 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2022 BUDGET IN THE GENERAL FUND BY ACCEPTING THE EASY ARPA GRANT IN THE AMOUNT OF \$5,916 AND AUTHORIZING ITS EXPENDITURE FOR THE PURCHASE OF A NEW TESTING COMPUTER WORKSTATION AND THE PURCHASE OF LIBRARY BOOKS

M/S: Powell/Morrison to approve Resolution No. 12-21-1646. Motion approved unanimously by polled vote.

13k RESOLUTION No. 12-21-1647 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2022 BUDGET IN THE PORT AND HARBOR FUND BY TRANSFERRING FUNDS FROM THE MEYERS CHUCK RESERVE ACCOUNT TO THE MEYERS CHUCK HARBOR REPLACEMENT CAPITAL PROJECT ACCOUNT IN THE AMOUNT OF \$250,253 AND AUTHORIZING ITS EXPENDITURES

M/S: Morrison/Powell to approve Resolution No. 12-21-1647. Motion approved unanimously by polled vote.

13l RESOLUTION No. 12-21-1648 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY2022 BUDGET BY TRANSFERRING FUNDS FROM THE CARES ACT FUND TO THE AIRPORT RUNWAY LIGHTING BACKUP GENERATOR CAPITAL PROJECT ACCOUNT AND AUTHORIZING ITS EXPENDITURE

M/S: Morrison/Powell to approve Resolution No. 12-21-1648. Motion approved unanimously by polled vote.

13m RESOLUTION No. 12-21-1649 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2022 BUDGET BY TRANSFERRING \$30,000 FROM THE

INDUSTRIAL CONSTRUCTION FUND RESERVES TO THE INDUSTRIAL CONSTRUCTION FUND
PROFESSIONAL SERVICES ACCOUNT

M/S: Gilbert/Morrison to approve Resolution No. 12-21-1649. Motion approved unanimously by polled vote.

13n Approval of a contract award to Bunes Electric in the amount of \$38,448 for the Pool Lighting Replacement Project

M/S: Powell/Morrison to approve a contract award to Bunes Electric in the amount of \$38,448 for the Pool Lighting Replacement project. Motion approved unanimously by polled vote.

13o RESOLUTION No. 12-21-1650 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY2022 BUDGET BY TRANSFERRING FUNDS FROM THE SALES TAX, HEALTH, SANITATION, EDUCATION RESERVE TO THE UPPER DAM STABILIZATION ALTERNATIVES ANALYSIS CAPITAL PROJECT ACCOUNT AND AUTHORIZING ITS EXPENDITURE

M/S: Powell/Morrison to approve Resolution No. 12-21-1650. Motion approved unanimously by polled vote.

13p RESOLUTION NO. 12-21-1651 OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY2022 BUDGET OF THE WRANGELL MUNICIPAL LIGHT AND POWER DEPARTMENT (WML&P) BY TRANSFERRING \$24,158.15 FROM WML&P'S CASH RESERVES TO THE P&L CAPITAL PROJECTS EQUIPMENT AND VEHICLES ABOVE \$5,000 ACCOUNT FOR THE PURPOSE OF CONTRACTING WITH MARINE SYSTEMS, INC. (MSI) TO INSTALL A NEW GEAR DAMPER IN GENERATOR UNIT #1

M/S: Morrison/Howe to approve Resolution No. 12-21-1651. Motion approved unanimously by polled vote.

Gilbert/Morrison to amend the body of the Resolution reflect the FY 2022 Budget. Amendment approved unanimously by polled vote.

Main motion, as amended, was approved unanimously by polled vote.

13q Approval of Amendment No. 1 to the Professional Services Agreement with Shannon & Wilson for the Upper Dam Stabilization Alternatives Analysis Project in the amount of \$100,384

M/S: Powell/Gilbert to approve Amendment No. 1 to the Professional Services Agreement with Shannon & Wilson for the Upper Dam Stabilization Alternatives Analysis Project in the amount of \$100,384. Motion approved unanimously by polled vote.

13r Approval of the Collective Bargaining Agreement with the International Brotherhood of Electrical Workers (IBEW) 1547

M/S: Gilbert/Morrison to approve the Collective Bargaining Agreement with the International Brotherhood of Electrical Workers (IBEW), as presented to be effective upon approval of the Union Wage & Grade Table to be considered at a future Special Assembly and upon receipt of the Union Negotiation hours worked.

M/S: Gilbert/Powell to table the main motion until after the Executive Session. Motion approved unanimously by polled vote.

13s ORDINANCE No. 1016 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTIONS 15.12.192, 15.12.200, 15.12.210, AND 15.12.215 IN CHAPTER 15.12, ELECTRICITY, IN THE WRANGELL MUNICIPAL CODE

M/S: Powell/Morrison to approve first reading of Ordinance No. 1016 and move to a second reading with a Public Hearing to be held on January 11, 2021.

Powell questioned why we are not looking at raising the rate to \$.01 (full penny) increase and not just the \$.0025 (one-quarter of a penny) proposed increase, looking after our infrastructure with the additional increase.

M/S: Powell/Howe to raise the proposed quarter of a penny to a whole penny .0025 to .01 per kwh.

Prysunka stated that this would allow for the .0025 increase to SEAPA and a .0075 increase for the Electric Enterprise Fund.

Amendment approved unanimously by polled vote.

Main motion, as amended, was approved unanimously by polled vote.

ATTORNEY'S FILE

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

EXECUTIVE SESSION

a. To discuss the possible Acquisition of Land

M/S: Gilbert/Powell I move, pursuant to AS 44.62.310 (c)(1), that we recess into executive session and invite the Borough Manager and the CFO into the Session, to discuss matters in which the immediate knowledge would clearly have an adverse effect upon the finances of the borough, specifically to discuss the possible acquisition of land. Motion approved unanimously by polled vote.

b. **Executive Session:** Discussion on the Proposed IBEW Collective Bargaining Agreement

M/S: Gilbert/Powell moved, Pursuant to AS 44.62.310 (c)(3), to approve that we go into Executive Session, and invite the Borough Collective Bargaining Team, Borough Manager, and CFO, and Attorney (if needed), to discuss the proposed Collective Bargaining Negotiations, a

matter “which by law, municipal charter, or ordinance” is required to be confidential. Motion approved unanimously by polled vote.

Regular meeting recessed into Executive Session at 10:00 p.m.
Regular meeting reconvened back into Regular Session at 11:14 p.m.

M/S: Gilbert/Morrison to remove Item 13r from the Table to Consider it. Motion approved unanimously by polled vote.

Regular Assembly meeting adjourned at 11:15 p.m.

Stephen Prysunka, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

Minutes of Special Assembly Meeting

Held on December 21, 2021

Vice-Mayor Gilbert called the Special Assembly meeting to order at 6:00 p.m., December 21, 2021, held in the Borough Assembly Chambers

PRESENT: GILBERT, POWELL, HOWE, DALRYMPLE (BY TELEPHONE), PRYSUNKA (BY TELEPHONE), DEBORD

ABSENT: MORRISON

PERSONS TO BE HEARD / PUBLIC CORRESPONDENCE – None.

CONFLICT OF INTEREST – None.

UNFINISHED BUSINESS

6a Approval of the Selected Project to be requested under the FFY 20 Community Development block Grant – Corona Virus (CDBG-CV) Program

M/S: Howe/DeBord to approve the Recreational Facility HVAC Upgrades and carpet replacement as the selected project for the Federal Fiscal Year 2020 (FFY20) Community Development Block Grant-COVID (CDBG-CV) Program.

Interim Manager Good stated that the site control question on if we could submit this project for the Recreation Facility had been answered by the State and that we are okay with going forward with this project, if the Assembly chose to do so.

Motion approved unanimously by polled vote.

NEW BUSINESS

7a RESOLUTION No. 12-21-1652 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR A CHANGE IN THE UNION WAGE AND GRADE TABLE AND PROVIDING FOR AN EFFECTIVE DATE

M/S: Powell/DeBord to approve Resolution No. 12-21-1652. Motion approved unanimously by polled vote.

7b RESOLUTION No. 12-21-1653 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, PROVIDING FOR A CHANGE IN THE NON-UNION WAGE AND GRADE TABLE AND PROVIDING FOR AN EFFECTIVE DATE

M/S: Powell/DeBord to approve Resolution No. 12-21-1653. Motion approved unanimously by polled vote.

7c RESOLUTION No. 12-21-1654 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA ESTABLISHING THE PRIORITY CAPITAL PROJECTS FOR FY 2023, AND REPEALING RESOLUTION NO. 12-21-1640

M/S: Powell/DeBord to approve Resolution No. 12-21-1654.

Good explained that after the approval of Resolution No. 12-21-1540, staff realized that because of possible funding, we should add an additional 5 projects to the approved list.

Motion approved unanimously by polled vote.

Special Assembly meeting adjourned at 6:08 p.m.

Stephen Prysunka, Borough Mayor

ATTEST: _____
Kim Lane, Borough Clerk

BOARD ACTION

WRANGELL PUBLIC SCHOOL BOARD
REGULAR MEETING (PAGE 1)
DECEMBER 13, 2021

FOR DETAILS, CONTACT:

BILL BURR
 SUPERINTENDENT
 DIRECT PHONE: 907-874-2347

- Approved the agenda as presented
- Approved the consent agenda as presented
 - Approved the minutes of the November 15, 2021, Regular School Board Meeting
 - Offered Heather Howe and Megan Powell contracts to serve as Upward Bound Co-coordinators
 - Offered Robert Marshall an extracurricular contract for the position of High School Assistant Boys' Basketball Coach
 - Approved the hire of Kimberly Pogue, paraprofessional
 - Approved the hire of Jennifer Stewart, accounting clerk
 - Offered Tracey Martin a teaching contract to fill the long-term substitute position
 - Reviewed the resignation of:
 - Bob Davis, Secondary Assistant Principal
 - Tamara Eastaugh, Elementary School Secretary
 - Megan Powell, High School Secretary
 - Katelyn Reeves, Middle School Secretary
- Appointed Julia Ostrander to fill the vacant seat on the School Board
- Accepted the 2021 Kid Kindness Grant Award
- Approved the revised Exempt Classified Salary Schedule, effective January 1, 2022
- Discussed the FY'2023 Budget Assumptions and Process
- Accepted the second reading of:
 - Board Policy 5112.6, Education for Homeless Children and Youth
 - Board Policy 6161.4, Internet
- Accepted the first reading of:
 - Board Policy 6020, Parent Involvement
 - Board Policy 6175, Migrant Children Program
- Recessed into executive session
- Reconvened into regular session
- Approved the hire of Tammy Stromberg, Business Manager
- Adjourned

City and Borough of Wrangell Public Works Department
Directors Report
1/5/2022

Water

- During the power outage at the end of November with the storm the WTP was without power for close to 9 hours. During this time, we were unable to treat water. Tank levels as well as chlorine residual levels in the water dropped during this time. Staff were at the plant when power resumed to manage the restart of operations. There were over 25 trees that blew down on the roadway going from the plant to the reservoirs during the storm that needed to be removed.
- Additionally, there is minimal heat inside the WTP building. During the single digit temperatures at the end of December several components froze and then broke inside the building. This resulted in call outs for staff, having to replace some pumps, as well as a significant amount of treatment chemicals spilling onto the floor. There is no catch basin around these tanks to control any spills. This has happened in the past under similar conditions.
- Staff have been working with Capital Facilities and the engineering firms on the updated PER as well as discussions with DOWL about moving the WTP replacement project forward.
- The lower reservoir has dropped several feet during the cold weather. The siphon from the upper reservoir was started to maintain a full lower reservoir for close to a week. With the warm up for a few days at the end of December the siphon was shut off as water levels had rebounded. Reservoir levels are currently up and down with the cold and warm ups. Operators are keeping a close eye and running the siphon when necessary.

Wastewater

- Several trees needed to be removed that were leaning towards the weir from the aeration pond to the polishing pond.
- The duration of the power outages created some challenges when restarting pump stations once power was restored. Having greater ability to pump these stations in the event of a power outage are currently being explored.
- With the level of snow in December additional work was needed to clear snow to have access to some sewer stations.

- The single digit temperatures have caused some issues at the WWTP. The weir has had some issues with freezing up and several diffusers have frozen and floated up in the pond. This is common for single digit temperatures however an extended duration of these temperatures will likely continue to cause issues. Staff have needed to respond outside of normal working hours during single digit temperatures.
- The generator at the wastewater plant would not start during the cold weather, staff were able to trouble shoot the issue and get it going.
- Staff are currently working to remove grease from Nodes 4 and Nodes 6. We are starting to see faults in the equipment which can cause bigger problems down the road. With the single digit temperatures there is concern over running the vac truck and components freezing on that equipment.

Streets/Public Works

Streets and Public Works staff have put in a considerable amount of overtime hours in the last month.

- It began with the storm response at the end of November and has continued through December with snow and cold temperatures.
- Snow storage is an issue, staff have begun work with a local contractor to clear some of these areas in preparation for more snow.
- A budget amendment has been proposed for additional funds in the professional and contractual services line item. This will pay for unexpected invoices from the last couple of months as well as provide some support for snow removal and any other contractual services that may be needed this fiscal year.
- The ice has been challenging all over town. Public works staff have been applying sand and salt as much as possible to keep roads drivable. Cold temperatures and higher winds have had an impact on the effectiveness of these measures. Staff are keeping on it and will be doing everything possible to clear the roads as soon as possible.
- Public Works is anticipating some drainage issues with the snow levels and coming warm up. Staff have been proactive in trying to clear these drains before the warm up. With the level of rain forecasted and the current build-up there could still be some challenges that arise.

Sanitation

- Tire shear has been in use, however with the cold weather there have been several breakdowns.
- Tire shear staff have been re deployed to clear around fire hydrants and sidewalks during periods where the tire shear has been broke down.
- There is nearly a 40' containers worth of sheared tires. Once shipped out tire removal gains will be more apparent.
- Ramp operations for the baler have been slow with the freezing temperatures. A coat of ice formed on the ramp that had to be melted off before the forklift could travel up and down the ramp.
- Tongsgard Construction is expected to return to Wrangell this January at which time the remaining scrap metal will be removed from the transfer station.
- There was a breakdown with the baler. A sensor inside the machine was malfunctioning. This seems to be a common issue with balers as there are a lot of sensors on the machine. Sanitation staff and our mechanic have been working with technicians over the phone to try and trouble shoot these issues. An ethernet cable was installed to the machine that will allow the manufacturer to log in remotely and help trouble shoot these issues.

Garage

- The November storm, the snow and the cold weather has been hard on equipment. Vehicles from the line crew and streets department have been hardest hit. The mechanic has been called in several times to keep equipment in use during the weather events.
- Currently several pieces of equipment are out of service as they are awaiting parts. Parts have all been ordered, however there have been supply chain challenges that we are working through.

CITY & BOROUGH OF WRANGELL, ALASKA

BOROUGH CLERK'S REPORT

SUBMITTED BY: Kim Lane, MMC, Borough Clerk

Upcoming Meetings & Other Informational dates:

Other City Boards/Commissions:

January 13 – Planning & Zoning Commission Mtg. at 5:30 pm in the Assembly Chambers

Community Events:

Meetings and Other events of the Borough Assembly:

January 12 – Special Assembly Mtg. at 1 pm (Borough Manager Interviews)

January 25 – Regular Borough Assembly Mtg. at 6 pm in the Assembly Chambers



Happy New Year! As we welcome in 2022, I have been working on pulling and processing the 2021 project records. I will be transferring project and finance records to the retention storage area and identifying records that are ready for destruction.

Laserfiche – I have been talking with Laserfiche about incorporating a Records Management program into the existing Laserfiche portal. As we go through the budget process, I will look at including that cost. In speaking with Laserfiche, they have an offer for smaller communities that have a population of less than 10,000 for an all-inclusive package. This would be a benefit because we can get several more options in the whole package instead of piecemealing together what we need. I will do more research to see exactly what it would look like and bring that forward during the budget cycle.

Robert's Rules for Amending a Motion


By [C. Alan Jennings, PRP](#) from [Robert's Rules For Dummies](#)

The motion to amend is perhaps the single most used of the subsidiary motions allowed by Robert's Rules. You use this motion when you want to change the wording of the motion under consideration. You can use it to make a good idea better or a bad idea more palatable. Amendments are really at the heart of the process of perfecting motions before a final vote, and the importance of understanding the basics of amending cannot be overstated.

If an amendment is adopted, the motion it is applied to changes. However, the amended motion itself is not adopted until the motion, as amended, is voted on and passes. If a motion to amend fails, the original motion is not changed in any way.

In making a motion to amend, be aware of its key characteristics. The motion:

- Cannot interrupt a speaker who has the floor
- Must be seconded
- Is debatable if the motion to which it is applied is debatable. (Permissible debate is restricted to the pros and cons of the amendment, and not to whether the main motion has merit.)
- Can be amended, but only one amendment to an amendment can be considered at any one time.
- Requires a majority vote for adoption, even if the main motion requires a different vote for its adoption.
- Can be reconsidered.

 One big rule for using amendments is this: **An amendment must be relevant (or, as Robert's Rules describes, "germane") to the motion it seeks to amend.** Another important rule to remember is that an amendment that does nothing but make the motion a rejection of the original motion is not proper and not in order.

Amendments enable you to affect changes to pending questions in the following four ways:

- **By inserting** (or adding, if placing at the end) words, sentences, or paragraphs
- **By striking out** words, sentences, or paragraphs
- **By striking out and inserting words** (with the words inserted replacing the words struck out)
- **By amending by substitution** (a form of strike out and insert applied to paragraphs or entire motions)

CITY & BOROUGH OF WRANGELL, ALASKA

Public Hearing BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	January 11, 2022
	<u>Agenda Section</u>	11

ORDINANCE No. 1015 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 3.05.020, ORDER OF BUSINESS AND TO REPEAL AND REENACT SECTION 3.05.100 RECONSIDERATION OF THE WRANGELL MUNICIPAL CODE

SUBMITTED BY:

Kim Lane, Borough Clerk

FISCAL NOTE:

Expenditure Required: \$XXX Total

FY 21: \$	FY 22: \$	FY23: \$
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Amount Budgeted:

	FY22 \$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. Ord 1015 2. Current WMC Section

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

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

RECOMMENDATION MOTION:

Move to Approve Ordinance 1015.

SUMMARY STATEMENT:

The content below has not changed since the introduction of Ord 1015 on December 14th.

This Ordinance is being brought forward to:

- Update the Consent Agenda to add what items are listed and enacted by one motion and one vote:
 1. Ordinances for introduction (1st reading); and
 2. Resolutions for adoption.

Ordinances for introduction: After seeing what other municipalities are doing, it makes sense to add Ordinance that are before the Assembly for introduction only, to the Consent Agenda. If an assembly member, the manager, or the clerk wants to request that an item on the Consent Agenda be removed from the Consent Agenda and placed under Unfinished Business for discussion and action, that is allowable.

Resolutions for adoption: Resolutions generally state a position (support) or policy by the Borough. Here are some examples:

1. Budget amendments (spending or receiving)
2. Job Description or amendment
3. Assembly position or support for various organizations
4. Approvals to participate in Grant programs
5. Manifest errors (property taxes)
6. Certification of elections
7. Sale of Tidelands – Quitclaim Deed (once Assembly has approved moving forward with the sale)

The exception to adding Resolutions to the Consent Agenda would be when a department is asking for a change to their fee schedule. The Assembly has clearly outlined that a Public Hearing is required and therefore, the Resolution for that purpose will be placed under the Public Hearing section for public comment and assembly action.

Additionally, if there is a Resolution that requires specific assembly discussion, it will be placed under New Business instead of the Consent Agenda. There may be times where the Resolution requires in depth discussion and consideration and therefore, the Resolution being placed on the Consent Agenda is not the appropriate place for the item.

Reconsideration: Our current code section for how something is reconsidered is not clear or easy to follow. I have researched how other municipalities are following the process for reconsideration and I believe that this process is straight forward and easier to follow.

In the ordinance I have highlighted a section that gives the deadline for filing the intent to reconsider. A member who voted on the prevailing side (winning side), can make a motion to reconsider at the same meeting, or the next business day. Roberts Rules of Order states that a motion to reconsider can be moved only on the same day the original vote was taken or on the next succeeding day withing the session on which a business meeting is held. Of course, municipalities can adopt their own rules that allow a little more leniency.

What is important to remember is that if the timeframe is too long, the action that was voted on could have been carried out and therefore, making the reconsideration not possible.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 1015

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND
BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION
3.05.020, ORDER OF BUSINESS AND TO REPEAL AND
REENACT SECTION 3.05.100 RECONSIDERATION OF THE
WRANGELL MUNICIPAL CODE

[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 3.05.020 Order of Business of the Wrangell Municipal Code.

SEC. 2. Amendment. Section 3.05.020 of the Wrangell Municipal Code is amended as follows:

3.05.020 Order of business.

...

F. Consent Agenda. Matters listed under the consent agenda are considered to be routine and will be enacted by one motion and one vote. there will be no separate discussion of these items. If the borough mayor, assembly member, manager, or clerk requests discussion on any particular item, that item will be removed from the consent calendar and will be considered under unfinished business.

1. Approval of minutes.
2. Communications.
3. Ordinances (and resolutions) for introduction.
4. Resolutions for adoption.
5. Acknowledgement of information and reports.

An exception shall be made for Resolutions that require a Public Hearing, such as fee schedules in the WMC. In those cases, the Resolution shall be placed under Public Hearing for consideration.

G. Borough manager's report.

H. Borough clerk's **[file]**report.

...

L. Unfinished Business. This agenda item includes unfinished matters transferred from previous meetings and other items of unfinished business including items transferred from the Consent Agenda during the meeting.

M. New Business. This agenda item includes items not previously addressed by the assembly. [**and items moved from the consent agenda during a meeting.**]

...

SEC. 3. Repeal and Reenactment. Section 3.05.100 of the Wrangell Municipal Code is hereby repealed in its entirety and reenacted as follows:

3.05.100 Reconsideration.

A motion to reconsider may be applied to any ordinance, resolution, or action of the assembly as long as action on the item has not been carried out.

- A. An assembly member may make a motion to reconsider only if:
 1. The assembly member voted on the prevailing side on the question to be reconsidered. That is to say, if the motion was adopted, the motion to Reconsider can be made only by a member who voted in favor of the motion, or if the motion failed, then only by a member who voted against the motion. The motion can be seconded by any member, regardless of how they voted.
 2. The assembly member makes the motion to reconsider on the same day and at the same meeting at which the vote to be reconsidered was taken; or
 3. The assembly member files with the clerk not later than 5:00 p.m. on the first city business day, following the day on which the vote was taken, a written notice of intent to reconsider and then makes the motion to reconsider at the next regular assembly meeting. The assembly member may file by telephone provided that the written notice of intent to reconsider is signed before the motion is considered.
- B. The clerk shall publish the intent to reconsider on the next regular assembly meeting agenda.
- C. A motion for reconsideration requires a majority vote of the membership to pass.
- D. For the purposes of this section, an assembly meeting which is recessed and reconvened on a different day shall constitute one meeting.
- E. Only one motion to reconsider shall be entertained on any ordinance, resolution, or other action even if the assembly overturns the original action. If a motion to reconsider a particular ordinance, resolution, or other action fails, a second motion to reconsider the same action shall not be in order.

F. Actions which may not be reconsidered. The following motions may not be reconsidered:

1. A motion which can be renewed within a reasonable time;
2. An affirmative vote whose provisions have been partly carried out;
3. An affirmative vote in the nature of a contract when the party to the contract has been notified of the outcome;
4. Any vote which has caused something to be done which it is impossible to undo;
5. A vote on a motion to reconsider; or
6. When practically the same result can be obtained by some other parliamentary motion.

...

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: December 14, 2021.

PASSED IN SECOND READING: _____, 2022.

Stephen Prysunka, Mayor

ATTEST:

Kim Lane, MMC, Borough Clerk

3.05.100 Reconsideration.

A. The purpose of reconsideration of a vote is to permit correction of hasty, ill-advised, or erroneous action, or to take into account added information or a changed situation that has developed since the taking of the vote.

B. The motion for reconsideration must be made by a member of the assembly who voted on the prevailing side of the motion under consideration. Any member may second it, and the motion must be seconded at the time it is made. If no other question is pending, the debate and vote on a motion to reconsider may be taken up immediately or postponed.

C. The motion for reconsideration must be made and seconded during the meeting at which the action to be reconsidered was taken, or by written notification to the clerk within seven days of the adjournment of the meeting signed by both the moving member and the member seconding the motion.

D. A motion for reconsideration may be applied to the vote on any motion except:

1. A motion which can be renewed within a reasonable time;
2. An affirmative vote whose provisions have been partly carried out;
3. An affirmative vote in the nature of a contract when a party to the contract has been notified of the outcome;
4. Any vote that has caused something to be done that is impossible to undo.

E. Any member of the assembly may call up a motion for reconsideration which has been duly made and seconded at any time during the meeting at which it was made, or at the next regular meeting of the assembly; a motion to reconsider and enter on the minutes may be called up only at the next regular meeting of the assembly. A motion to reconsider may be called up during a special meeting occurring before the next regular meeting provided notice of such reconsideration is stated in the notice of the special meeting.

F. A proper motion for reconsideration which complies with subsection (C) of this section suspends implementation and effect of the vote on the question for which reconsideration is sought until the next regular meeting adjourns or until the assembly takes action on that motion, whichever occurs first.

G. A motion for reconsideration is debatable in all cases in which the motion proposed to be reconsidered is debatable, and when debatable, opens to debate the merits of the question whose reconsideration is proposed. It is not amendable. It requires only a majority vote.

H. There may be only one reconsideration even though the action of the assembly after reconsideration is opposite from the action of the assembly before reconsideration. No question may be reconsidered twice.

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	January 11, 2022
	<u>Agenda Section</u>	11

ORDINANCE No. 1016 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTIONS 15.12.192, 15.12.200, 15.12.210, AND 15.12.215 IN CHAPTER 15.12, ELECTRICITY, IN THE WRANGELL MUNICIPAL CODE

<u>SUBMITTED BY:</u>
Jeff Good, Interim Borough Manager

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

<u>FISCAL NOTE:</u>		
Expenditure Required: None at this time		
FY 20: \$	FY 21: \$	FY22: \$
Amount Budgeted:		
Account Number(s):		
Account Name(s):		
Unencumbered Balance(s) (prior to expenditure):		

ATTACHMENTS: 1. Ord 1016 2. Existing WMC 15.12

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

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

RECOMMENDATION MOTION:
 Move to Approve Ordinance 1016.

SUMMARY STATEMENT:

At the Regular Assembly meeting of December 14th, the Assembly approved the modification of the Ordinance increase the resale amount to users from the ¼ penny, as requested to a full penny increase. The attached Ordinance reflects this amendment.

Please note that Section 15.12.192 of the Ordinance speaks to the Hydroelectric wholesale power rate adjustment and that Schedules A, B and C were amended to reflect the full penny increase.

The content below has not changed since the introduction of Ord 1015 on December 14th.

The Borough was notified on December 11, 2021, that SEAPA would be increasing their wholesale power rates by 0.25 cents per kwh. The current resale rate is \$0.068 per kwh and the proposed resale rate is \$0.0705 per kwh.

As per WMC 15.12.192 (Hydroelectrical wholesale power rate adjustment), the borough is making the adjustment to residential, small commercial, large commercial, and shore service for boats as of February 1, 2022.

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 1016

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTIONS 15.12.192, 15.12.200, 15.12.210, AND 15.12.215 IN CHAPTER 15.12, ELECTRICITY, IN THE WRANGELL MUNICIPAL CODE

[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 Title 15, Chapter 15.12, Sections 15.12.192, 15.12.200, 15.12.210, and 15.12.215, is hereby amended as follows:

SEC. 2. Amendment. Section 15.12.192 Hydroelectrical wholesale power rate adjustment of the Wrangell Municipal Code is amended as follows:

15.12.192 Hydroelectrical wholesale power rate adjustment.

A. Applicability. An adjustment shall be made to each billing for kilowatt hours rendered under Schedule A, Schedule B, Schedule C, and shore service for boats to reflect increases or decreases in the wholesale power rate charged per kilowatt hour for the purchase of energy generated by the Lake Tyee Hydroelectric Project. The adjustment will be effective the first billing period following the date the wholesale power rate is set as provided in the long-term power sales agreement between the borough and Alaska Power Authority, et al. The base wholesale power rate used to determine the adjustment is **[\$0.068]\$0.0705** per kilowatt hour, which rate was effective **[July 1, 2002]**January 20, 2022.

B. Method of Calculation. The adjustment shall be calculated as follows: The actual energy charge per kilowatt hour will be adjusted to the nearest tenth of a cent to reflect changes in the base wholesale power rate.

SEC. 3. Amendment. Section 15.12.200, Meter rates – Residential service (Schedule A) of the Wrangell Municipal Code is amended as follows:

15.12.200 Meter rates – Residential service (Schedule A).

A. Availability. Residential service under this schedule shall be limited to single phase, two or three wire 120/140 service. All installations shall be subject to the approval of the electric utility.

B. Rate.

Customer charge: \$8.00 per month

Energy charge:

0 – 300 KWH	[\$0.1348] <u>\$0.1448</u> per KWH
301 – 1,200 KWH	[\$0.1091] <u>\$0.1191</u> per KWH
Over 1,200 KWH	[\$0.0856] <u>\$0.0956</u> per KWH

SEC. 4. Amendment. Section 15.12.210, Meter rates – Small commercial service (Schedule B) of the Wrangell Municipal Code is amended as follows:

15.12.210 Meter rates – Small commercial service (Schedule B).

A. Classification. Small commercial service includes lighting, cooking, appliances, and motors in professional mercantile, commercial, and other establishments not classed in Schedule A. This rate shall be for commercial users that use less than an average of 30,000 KWH per month, based upon the previous 12-month average consumption, and are served at secondary distribution voltage level.

B. Availability. Small commercial service under this schedule shall be limited to single phase 120/240 volts service. All installations shall be subject to the approval of the electric utility.

C. Rate. Schedule B.

Customer charge:	\$9.00 per month
Energy charge:	\$0.1241 <u>\$0.1341</u> per KWH

SEC. 5. Amendment. Section 15.12.215 Meter rates – Large commercial service (Schedule C) of the Wrangell Municipal Code is amended as follows:

15.12.215 Meter rates – Large commercial service (Schedule C).

A. Classification. Large commercial service includes lighting, cooking, appliances, and motors in professional mercantile, commercial, and other establishments not classed in Schedule A. This rate shall be for commercial users that use an average of 30,000 KWH per month, or more, based upon the previous 12-month average consumption, and are served at secondary distribution level.

B. Availability. Large commercial service under this schedule shall be limited to single- or three-phase 115 and/or 230-volt service. All installations shall be subject to the approval of the electric utility.

C. Demand Charge. The rate in this section does not include a demand charge. The borough reserves the right to adopt a demand charge after installation of KW demand meters and adoption of rates as required by law.

D. Rate. Schedule C.

Customer charge: \$13.50 per month

Energy charge:

0 – 70,000 KWH [\$0.1145] \$0.1245 per KWH

Over 70,000 KWH [\$0.1102] \$0.1202 per KWH

SEC. 6. Classification. This ordinance is of a permanent nature and shall be codified in the Wrangell Municipal Code.

SEC. 7. Effective Date. This ordinance shall be effective as of January 20, 2022.

PASSED IN FIRST READING: December 14, 2021.

PASSED IN SECOND READING: _____, 2022.

Stephen Prysunka, Borough Mayor

ATTEST:

Kim Lane, MMC, Borough Clerk

15.12.192 Hydroelectrical wholesale power rate adjustment.

A. Applicability. An adjustment shall be made to each billing for kilowatt hours rendered under Schedule A, Schedule B, Schedule C, and shore service for boats to reflect increases or decreases in the wholesale power rate charged per kilowatt hour for the purchase of energy generated by the Lake Tyee Hydroelectric Project. The adjustment will be effective the first billing period following the date the wholesale power rate is set as provided in the long term power sales agreement between the borough and Alaska Power Authority, et al. The base wholesale power rate used to determine the adjustment is \$0.068 per kilowatt hour, which rate was effective July 1, 2002.

B. Method of Calculation. The adjustment shall be calculated as follows: The actual energy charge per kilowatt hour will be adjusted to the nearest tenth of a cent to reflect changes in the base wholesale power rate. [Ord. 721 § 4, 2002.]

15.12.200 Meter rates – Residential service (Schedule A).

A. Availability. Residential service under this schedule shall be limited to single phase, two or three wire 120/140 service. All installations shall be subject to the approval of the electric utility.

B. Rate.

Customer charge:	\$8.00 per month
Energy charge:	
0 – 300 KWH	\$0.1348 per KWH
301 – 1,200 KWH	\$0.1091 per KWH
Over 1,200 KWH	\$0.0856 per KWH

[Ord. 883 § 2, 2014; Ord. 834 § 1, 2009; Ord. 813 § 1, 2008; Ord. 721 § 4, 2002; Ord. 693 § 4, 2000; Ord. 643 § 5, 1998; Ord. 530 § 6, 1987; Ord. 495 § 5, 1986; Ord. 473 § 6, 1985; Ord. 411 § 5, 1981; prior code § 54.20.070.]

15.12.210 Meter rates – Small commercial service (Schedule B).

A. Classification. Small commercial service includes lighting, cooking, appliances, and motors in professional mercantile, commercial, and other establishments not classed in Schedule A. This rate shall be for commercial users that use less than an average of 30,000 KWH per month, based upon the previous 12-month average consumption, and are served at secondary distribution voltage level.

B. Availability. Small commercial service under this schedule shall be limited to single phase 120/240 volts service. All installations shall be subject to the approval of the electric utility.

C. Rate. Schedule B.

Customer charge:	\$9.00 per month
Energy charge:	\$0.1241 per KWH

[Ord. 883 § 3, 2014; Ord. 834 § 2, 2009; Ord. 791 § 4, 2007; Ord. 721 § 4, 2002; Ord. 693 § 4, 2000; Ord. 643 § 5, 1998; Ord. 530 § 7, 1987; Ord. 495 § 6, 1986; Ord. 473 § 7, 1985; Ord. 411 § 6, 1981; prior code § 54.20.080.]

15.12.215 Meter rates – Large commercial service (Schedule C).

A. Classification. Large commercial service includes lighting, cooking, appliances, and motors in professional mercantile, commercial, and other establishments not classed in Schedule A. This rate shall be for commercial users that use an average of 30,000 KWH per month, or more, based upon the previous 12-month average consumption, and are served at secondary distribution level.

B. Availability. Large commercial service under this schedule shall be limited to single- or three-phase 115 and/or 230 volt service. All installations shall be subject to the approval of the electric utility.

C. Demand Charge. The rate in this section does not include a demand charge. The borough reserves the right to adopt a demand charge after installation of KW demand meters and adoption of rates as required by law.

D. Rate. Schedule C.

Customer charge:	\$13.50 per month
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Energy charge:

0 – 70,000 KWH	\$0.1145 per KWH
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Over 70,000 KWH	\$0.1102 per KWH
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[Ord. 883 § 4, 2014; Ord. 834 § 3, 2009; Ord. 791 § 4, 2007; Ord. 721 § 4, 2002; Ord. 693 § 4, 2000; Ord. 643 § 5, 1998; Ord. 530 § 8, 1987; Ord. 495 § 7, 1986; Ord. 473 § 8, 1985; Ord. 411 § 7, 1981; prior code § 54.20.085.]

EXISTING CODE SECTION

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	January 11, 2022
	<u>Agenda Section</u>	13

RESOLUTION No. 01-22-1655 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, DESIGNATING SIGNATORIES ON BEHALF OF THE BOROUGH IN TRANSACTIONS WITH WELLS FARGO BANK, FIRST BANK, AND OTHER FINANCIAL INSTITUTIONS AND ESTABLISHING RULES FOR ENDORSEMENTS

SUBMITTED BY:

Mason Villarma, Finance Director

FISCAL NOTE:

Expenditure Required: \$XXX Total

FY 21: \$	FY 22: \$	FY23: \$
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Amount Budgeted:

	FY22 \$XXX
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Account Number(s):

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

Account Name(s):

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

	\$XXX
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Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Res 01-22-1655

RECOMMENDATION MOTION:

Move to approve Resolution No. 01-22-1655.

SUMMARY STATEMENT:

What this Resolution does is identifies who is authorized to conduct transactions that involve payroll, accounts payable and other check signing transactions. The Resolution specifies the job description and not the actual person at the suggestion of the Borough Attorney.

The other thing that this Resolution does is allow for at least one of the two signatures that are required on a check to be by rubber stamp. Sometimes one or more of the check signers are not available. That often leaves just one of the signers available to sign. The Clerk confirmed that the Ketchikan Gateway Borough follows this process, and it works well. They allow for both signatures to be by rubber stamp however, we are not wanting to go that route. At lease one original signature will be required.

The rubber stamp for each of the signing authorities' will be kept in the city hall safe.

CITY AND BOROUGH OF WRANGELL, ALASKA
RESOLUTION No. 01-22-1655

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH
OF WRANGELL, ALASKA, DESIGNATING SIGNATORIES ON
BEHALF OF THE BOROUGH IN TRANSACTIONS WITH WELLS
FARGO BANK, FIRST BANK, AND OTHER FINANCIAL
INSTITUTIONS AND ESTABLISHING RULES FOR
ENDORSEMENTS

WHEREAS, the Borough Manager, Borough Clerk, Finance Director, and the Economic Development Director are signatories for the Borough; and

WHEREAS, the City and Borough of Wrangell conducts transactions involving payroll, accounts payable and other check signing transactions.

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

SECTION 1: The Assembly hereby designates the Borough Manager (or Interim Borough Manager), the Finance Director, the Borough Clerk, and the Economic Development Director, as the Borough's signatory authorities and as such they are hereby authorized to sign on checks involving payroll, accounts payable and other check signing transactions in the name of the City and Borough of Wrangell.

SECTION 2: Endorsements for deposit as well as all checks and drafts may be made either by signature of the persons authorized above, or by rubber stamp, in the Borough's corporate name however, at least one original signature shall be required.

SECTION 3: Section 6. Financial Institutions are hereby authorized to honor, receive, certify, or pay all checks, drafts, and other evidence of indebtedness bearing the signature of any individuals named in Section 1 of this resolution, whether the signature is original or affixed by rubber stamp.

SECTION 4: The Borough Clerk is hereby authorized to furnish a certified copy of this resolution to Financial Institutions, and Financial Institutions are authorized to deal with the individuals named in Section 1 of this resolution under the authority of this resolution, unless and until it shall be expressly notified in writing to the contrary by the City and Borough of Wrangell.

SECTION 5: This resolution takes effect immediately upon passage and approval.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, this 11TH day of January, 2022.

CITY AND BOROUGH OF WRANGELL, ALASKA

Stephen Prysunka, 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>	January 11, 2022
	<u>Agenda Section</u>	13

RESOLUTION No. 01-22-1656 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

SUBMITTED BY:

Carol Rushmore, Economic Development
Director

FISCAL NOTE:

Expenditure Required: \$

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

	FY22 \$0
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Account Number(s):

	New Account Number to be Created
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Account Name(s):

	New Account Number to be Created
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Unencumbered Balance(s) (prior to expenditure)

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Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Resolution 01-22-1656

RECOMMENDATION MOTION:

Move to Approve Resolution No. 01-22-1656

SUMMARY STATEMENT:

The Assembly, at the December 21, 2021 special meeting approved the Recreational Facility HVAC Upgrades and carpet replacement as the selected project for the Federal Fiscal Year 2020 (FFY20) Community Development Block Grant – COVID (CDBG-CV) Program.

This project was recently approved by the Assembly as priority project No. 14 on the Boroughs Capital Improvement List, but it is only one of a handful of projects on the priority list that is eligible for the CDBG-CV due to the unique requirements of the CDBG-CV program to only fund development activities carried out to prevent, prepare for, and respond to coronavirus.

A Resolution authorizing participation in the program and identifying the grant amount being requested is a requirement of the CDBG-CV grant program. Staff have been working to develop the budget and full project scope. Due to the costs associated with the HVAC replacement, the carpet replacement is not being pursued at this time as part of this request.

For FFY20 funding cycle, \$5.7 million in competitive grant funds is available statewide. The maximum amount of grant funding for any one applicant/project is \$850,000, and there is no match requirement for this grant. Formal grant applications are due by February 4, 2022. Awards will be issued in April 2022 following evaluation of applications, and funds will not be available until the grant negotiation and environmental review processes are complete.

Although there is no required cash match for this application, the Borough committed \$30,000 in 2014 for a Condition Assessment which can be considered as in-kind match. The total project cost is estimated to be \$836,712.00, with the in-kind Match at \$30,000, thus the grant amount being requested is \$806,712.00

There were nine (9) projects total that were discussed at the public hearing and follow up meeting held by the Assembly to determine which project should be selected for the application.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION No. 01-22-1656

A RESOLUTION OF THE ASSEMBLY OF THE CITY & BOROUGH
OF WRANGELL, ALASKA, AUTHORIZING PARTICIPATION IN
THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, the Assembly of the City and Borough of Wrangell, Alaska wishes to make an application for the Recreational Facility HVAC Upgrades for consideration under the Community Development Block Grant-COVID (CDBG-CV) program, and

WHEREAS, the Recreational Facility HVAC Upgrade project is Priority 14 on the Capital Improvement list per Resolution 12-21-1640, but is one of the few projects on the list that specifically prevent, prepare for, and respond to coronavirus as required by the CDBG-CV eligibility requirements, and

WHEREAS, the City and Borough of Wrangell, Alaska is an applicant for the grant in the amount of \$806,712 from the Alaska Department of Commerce, Community, and Economic Development (hereinafter "Department"), under the CDBG-CV program, and

WHEREAS, the upgrades to the Recreational Facility HVAC system is critically important for assuring the continued health and safety of all facility users and preventing the spread of Corona Virus.

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

SECTION 1: The Assembly hereby authorizes the Borough Manager, Acting Borough Manager, or Designee to negotiate and execute any and all documents required for granting and managing funds on behalf of this organization.

SECTION 2: The Borough Manager, Acting Borough Manager, or Designee is also authorized to execute subsequent amendments to said grant agreement to provide for adjustments to the project within the scope of services or tasks, based upon the needs of the project.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, this 11th day of January 2022.

CITY AND BOROUGH OF WRANGELL, ALASKA

 Stephen Prysunka, Mayor

ATTEST:

 Kim Lane, MMC, Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	January 11, 2022
	<u>Agenda Section</u>	13

RESOLUTION No. 01-22-1657 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CERTAIN SECTIONS OF THE PERSONNEL POLICY AND PROVIDING FOR AN EFFECTIVE DATE

SUBMITTED BY:

Carol Rushmore, Economic Development
Director

FISCAL NOTE:

Expenditure Required:

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

	FY22 \$0
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Account Number(s):

	New Account Number to be Created
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Account Name(s):

	New Account Number to be Created
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Unencumbered Balance(s) (prior to expenditure)

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Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Resolution 01-22-1657

RECOMMENDATION MOTION:

Move to Approve Resolution No. 01-22-1657.

SUMMARY STATEMENT:

The Borough Assembly approved the Collective Bargaining Agreement on December 14, 2021. It has been the policy of the Assembly to provide equal benefits for all employees, union and non-union. There are several substantive changes that were made benefitting the union employees – sick leave cash out, swing and grave yard shift, call back after work hours, and payroll issuance.

The attached Resolution amends the Personnel Policy to provide these same benefits to non-union employees.

The changes to the sick leave cash out are not exactly as it appears in the CBA, but clarifies the intent of the Borough that the sick leave to be cashed out must be accrued within the employees personal sick leave account.

CITY AND BOROUGH OF WRANGELL

RESOLUTION NO. 01-22-1657

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING CERTAIN SECTIONS OF THE PERSONNEL POLICY AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, there are policies inconsistent between the City & Borough of Wrangell Personnel Policy and the Collective Bargaining Agreement; and

WHEREAS, employees covered under the Collective Bargaining Agreement will, as of July 1, 2021, receive certain benefits; and

WHEREAS, the Assembly desires that all employees should have equal benefits; and

WHEREAS, employees covered under the Collective Bargaining Agreement working within the defined hours of swing shift and graveyard shift receive more per hour than the provision currently in the Wrangell Personnel Policy; and

WHEREAS, employees covered under the Collective Bargaining Agreement may, as of July 1, 2021, cash out accrued sick leave up to 280 hours so long as they have been employed with the Borough in a position for 15 or more years and are intending to voluntarily leave employment; and

WHEREAS, employees covered under the Collective Bargaining Agreement called back to work after normal work hours receive more after the first two hours than the provisions currently in the Wrangell Personnel Policy; and

WHEREAS, the Borough will be implementing under the Collective Bargaining Agreement a biweekly payroll.

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

1. The Following is changed in Section 209 Salary Administration of the Wrangell Personnel Policy as follows:
Any regular employee working within the defined hours of swing shift will receive an additional one dollar (\$1.00) ~~twenty-five cents (\$.025)~~ per hour for all hours worked.
Any employee working within the defined hours of graveyard shift will receive an additional two dollars (\$2.00) ~~fifty cents (\$0.50)~~ per hour for all hours worked.
2. The Following is added to Section 306 Sick Leave Benefits of the Wrangell Personnel Policy as follows:

Employees officially retiring, or employees who have been employed with the Borough in a position for 15 or more years intending to voluntarily leave employment, are eligible for cash-out of their personally accrued sick leave up to 280 hours if those hours are available in their personally accrued sick leave account as follows:

i. A hard-copy letter with an original signature declaring the employee's last day of employment is submitted to the Borough.

ii. For each one-month (30 calendar days) increment advance notice in writing is provided, the employee will receive one week (40 hours) of sick leave cash-out from their personally accrued sick leave at the time of separation, if the hours are available in their personally accrued sick leave account.

iii. Total cash-out of an employee's personally accrued sick leave shall not exceed 280 hours or the maximum available in the personal sick leave account if less than 280 hours, subject to part i and ii above.

3. The following is added and deleted to Section 402 Pay Days of the Wrangell Personnel Policy as follows:

Payroll will be issued every two weeks beginning March 2022. Employees will normally be paid on Friday on a biweekly basis. If the regular pay day occurs on a holiday, employees will be paid on the last working day prior to the regular payday.

~~All employees are paid monthly on the fifth day of the month. If the fifth day of the month falls on a weekend or holiday, employees will be paid on the first working day prior. For the months of June and December employees will be paid on the last working day of the month. Each paycheck will include earnings for all work performed through the end of the previous payroll period. Eligible employees may choose to participate in a mid-month draw program, in which a check will be issued on the twentieth of the month. Employees who choose to participate in the draw program will be limited to no more than 50% of their normal monthly net pay.~~

4. The following is changed in Section 506 Overtime of the Wrangell Personnel Policy as follows:

In the event an employee is called back to work outside of the normal work schedule, a minimum of two (2) hours pay at the double time rate shall be paid to the employee. For all hours worked during the call out, in excess of the first two (2) hours, the employee shall receive overtime at the rate of double time and ~~one half (1 ½) time~~. The call out time begins when the call is placed to the employee and ends once the employee returns to shop headquarters.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND
BOROUGH OF WRANGELL, ALASKA, this 11th day of January, 2022.

CITY & BOROUGH OF WRANGELL

Stephen Prysunka, 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>	1/11/2022
	<u>Agenda Section</u>	13

RESOLUTION No. 01-22-1658 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2022 BUDGET IN THE STREETS FUND BY TRANSFERRING \$15,000 FROM THE GENERAL FUND TO THE STEET FUND AND AUTHORIZING ITS EXPENDITURE FOR CONTRACTED SERVICES

SUBMITTED BY:

Tom Wetor, Public Works Director

FISCAL NOTE:

Expenditure Required: \$

FY 21: \$	FY 22: \$15,000.00	FY22: \$
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Amount Budgeted:

FY21 \$20,000.00

Account Number(s):

11000 024 7519

Account Name(s):

Professional and contractual services

Unencumbered Balance(s) (prior to expenditure):

\$25,472.00

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. 01-22-1658

RECOMMENDATION MOTION: Move to approve Resolution No. 01-22-1658.

The professional and contractual services in the Streets Dept. is currently projected to be over budget for the following reasons. \$20,000 was budgeted for this fiscal year.

- \$4,752 has been spent so far in 2021 on sidewalk work (\$3,252) and hazardous tree removal (\$1,500).

- \$6,600 is encumbered for storm response from the November 2021 storm event
- \$12,120 worth of invoices were submitted to Public Works in Fall of 2021 from previous budget cycles. One invoice for \$7,620 was for work done by the Stikine Inn in 2019. Another invoice for \$4,500 is for work that was done on Case Avenue in the spring/summer of 2020 under the previous Public Works Director. Neither of these invoices were planned for in the 2021 budget planning.
- During the week of January 3rd-7th contractual services were needed to remove snow from storage locations in town to prepare for additional snow fall. Storage locations were full at the time, specifically the Pool Parking Lot. Contractual services made the process far more efficient with multiple trucks outfitted for the conditions and operating. \$2,000 was spent on moving this snow.
- TOTAL to date for FY 2021: \$25,472 (\$5,472 over budget)
- With \$18,720 in unexpected costs and 6 months in the fiscal year remaining there is likely to be additional contractual services needed.

A budget amendment has been submitted to cover the amount we are currently over as well as to account for potential expenses remaining in this fiscal year. Public Works is requesting to transfer \$15,000.00 from the General Fund into account 11000 024 7519 and authorizing its expenditure for what we are currently over budget as well as future professional and contractual service needs in the Streets Department.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 01-22-1658

A RESOLUTION OF THE ASSEMBLY OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2022 BUDGET BY TRANSFERRING \$15,000 FROM THE GENERAL FUND TO THE STREETS FUND AND AUTHORIZING ITS EXPENDITURE FOR CONTRACTED SERVICES.

WHEREAS, additional funding in the amount of \$15,000, is necessary to accommodate unexpected costs as well as future costs associated with the Borough's Professional and Contractual Services in the Streets Department.

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

Section 1: The FY 2022 Budget in Fund 11000 024 7519 is amended by transferring \$15,000 from the General Fund to this account for past invoices and future needs.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA this 11th day of January, 2022.

CITY & BOROUGH OF WRANGELL, ALASKA

Stephen Prysunka, 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>	January 11, 2022
	<u>Agenda Section</u>	13

RESOLUTION No. 01-22-1659 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2022 BUDGET BY TRANSFERRING \$22,464 FROM THE MUNICIPAL LIGHT & POWER FUND RESERVES TO THE GENERATOR UNIT 5 IMPROVEMENTS CAPITAL PROJECT ACCOUNT AND AUTHORIZING ITS EXPENDITURES

SUBMITTED BY:

Amber Al-Haddad, Capital Facilities Director
Rod Rhoades, WML&P Director

FISCAL NOTE:

Expenditure Required: \$22,464

FY 20:	FY 22: \$22,464	FY23:
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Amount Budgeted:

\$422,168.44

Account Number(s):

70300-202-9999-00-7000X

Account Name(s):

Generator Unit 5 Improvements
Capital Project

Unencumbered Balance(s) (prior to expenditure):

\$XXXXXXXX

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. 01-22-1659

RECOMMENDATION MOTION:

Move to approve Resolution No. 01-22-1659.

SUMMARY STATEMENT:

In November 2021, the Wrangell Borough Assembly approved Resolution 11-21-1633 and Resolution 11-21-1634, for a combined total \$422,168.44 budget amendment and two sole source

construction contracts with MSI and EPS related to the Generator Unit 5 Improvements project due to overheating damage and the need to restore sound operation to this unit for standby power for the community.

MSI and EPS reviewed certain contractual requirements for individual construction contracts over \$25,000 according to State of Alaska, Title 36 for Public Projects, which were provided to them after their initial proposals were developed. Considering the addition of performance and payment bonds, as well as prevailing wage (i.e. davis bacon) requirements, additional costs have been added for them to be able to accommodate these requirements. A breakdown of the additional costs submitted by each company are:

EPS/EPC	\$21,118.00
MSI	\$ 1,346.00

Resolution 01-22-1659 amends the FY22 Budget in the Municipal Light & Power Fund Reserves for the Generator Unit 5 Improvements project and authorize project funding and its expenditures.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 01-22-1659

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2022 BUDGET BY TRANSFERRING \$22,464 FROM THE MUNICIPAL LIGHT & POWER FUND RESERVES TO THE GENERATOR UNIT 5 IMPROVEMENTS CAPITAL PROJECT ACCOUNT AND AUTHORIZING ITS EXPENDITURES

WHEREAS, Resolution 11-21-1633 and Resolution 11-21-1634, together, approved a \$422,168.44 budget amendment and two sole source construction contracts with MSI and EPS related to the Generator Unit 5 Improvements project due to overheating damage and the need to restore sound operation to this unit for standby power for the community; and

WHEREAS, additional project funding in the amount of \$22,464, is necessary to accommodate costs associated with the Borough's standard contractual requirements for individual construction contracts over \$25,000 as implemented with each of the MSI and EPS contracts for the overhaul and control upgrades of the Generator Unit 5.

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

Section 1: The FY 2022 Budget in Fund is amended by transferring \$22,464 from the Municipal Light & Power Fund Reserves to the Generator Unit 5 Improvements project account and authorizing its expenditures.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA this 11th day of January, 2022.

CITY & BOROUGH OF WRANGELL, ALASKA

Stephen Prysunka, 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>	January 11, 2022
	<u>Agenda Section</u>	15

Executive Session: To discuss the possible Acquisition of Land

SUBMITTED BY:

Kim Lane, Borough Clerk

FISCAL NOTE:

Expenditure Required: \$XXX Total

FY 21: \$	FY 22: \$	FY23: \$
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Amount Budgeted:

	FY22 \$XXX
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Account Number(s):

	XXXXX XXX XXXX
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Account Name(s):

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

	\$XXX
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Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. None.

RECOMMENDATION MOTION:

I move, pursuant to AS 44.62.310 (c)(1), that we recess into executive session and invite the Borough Manager into the Session, to discuss matters in which the immediate knowledge would clearly have an adverse effect upon the finances of the borough, specifically to discuss the possible acquisition of land.

SUMMARY STATEMENT: None.