



City and Borough of Wrangell
WORK SESSION & Borough Assembly Meeting
AGENDA

Tuesday, September 22, 2020

Location: Zoom Teleconference

Work Session 6:00 PM / Regular Assembly Meeting 7:00 PM

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

Teleconference Information for anyone wishing to call into the meeting and speak under Persons to be Heard

If you wish to call into the meeting to speak under Persons to be Heard, please contact the Borough Clerk at 907-874-2381 or email: clerk@wrangell.com **no later than Tuesday, September 22nd at 4:00 p.m.** so that you can be added to the Sign-Up sheet.

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

Please note that KSTK is still broadcasting the Borough Assembly meetings. Therefore, if you wish only to listen in, you may do so by tuning into KTSK! We will also be streaming on Facebook LIVE.

To Join by Computer:

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

And Enter the Meeting ID: **907 874 2381**

Then Enter Password: **99929**

WORK SESSION

a. Water Treatment Plant Improvement Project - Conceptual Design for DAF Equipment

1. CALL TO ORDER

a. PLEDGE OF ALLEGIANCE led by Assembly Member Ryan Howe

b. CEREMONIAL MATTERS - None.

2. ROLL CALL

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 September 8, 2020 Regular Assembly Meeting

b. Final Plat Approval of Zahorik Replat

c. POA-2020-00314 Application for Dry Storage from Thomas Robinson

- d. CORRESPONDENCE - US Department of Transportation Request for Proposals from Air Carriers for Essential Air Service
- e. CORRESPONDENCE: Letter to Superintendent from Manager/EOC Re: COVID Response & Isolation Plan

7. BOROUGH MANAGER'S REPORT

- a. COVID-19 Update (Verbal at Meeting)
- b. Police Department August 2020 Report
- c. Library Report
- d. Economic Development Department Report
- e. Alaska Permanent Capital Management August 2020 Financial Report
- f. Harbormaster's Report September 2020

8. BOROUGH CLERK'S FILE

- a. Borough Clerk's Report

9. MAYOR AND ASSEMBLY BUSINESS

10. MAYOR AND ASSEMBLY APPOINTMENTS

11. PUBLIC HEARING

- a. Public Hearing: Seeking Community Comments on the Community Development Block Grant (CDBG) program, Fire Truck Purchase and for Staff to Provide a Status Update for the Project

12. UNFINISHED BUSINESS

13. NEW BUSINESS

- a. Approval of Revised CARES Act Funding Plan with an Allocation up to \$125,000 for Wrangell Public Schools for COVID-19 Mitigation
- b. Approval of Amendment to the M/V Chugach Memorandum of Understanding (MOU) with the US Forest Service
- c. Approval of Change Order No. 1 to Ketchikan Mechanical, Inc. in the Amount of \$90,170.96 for the Touchless Plumbing Fixtures Project
- d. Approval of Sole Source Purchase of CAT LC50 Generator for Wrangell Medical Center (Wood Street) Sewer Pump Station in Conformance with Wrangell Municipal Code Section 5.10.050 (F) from NC Machinery in the Amount of \$25,675
- e. **RESOLUTION No. 09-20-1544** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, DESIGNATING CANVASS BOARD DUTIES TO TWO ASSEMBLY MEMBERS AND ONE QUALIFIED VOTING MEMBER OF THE COMMUNITY FOR CANVASSING THE RESULTS OF THE REGULAR ELECTION TO BE HELD OCTOBER 6, 2020
- f. **RESOLUTION No. 09-20-1945** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2021 BUDGET IN MULTIPLE FUNDS PROVIDING FOR THE FY 2021 CAPITAL BUDGET

- [g.](#) Approval to Hold a Special Assembly Meeting to Certify the October 6th Regular Local Election
- [h.](#) Discussion Item: Emergency Declaration Order (ORD 976) & Suspension of In-Person Assembly Meetings (RES 03-20-1520)

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

15. EXECUTIVE SESSION

- [a.](#) **Executive Session:** Collective Bargaining Update

16. ADJOURNMENT

MEMORANDUM

TO: Lisa Von Bargen, Borough Manager

FROM: Amber Al-Haddad, Capital Facilities Director

SUBJECT: Water Treatment Plant Improvements Project - Conceptual Design for DAF Equipment

DATE: September 14, 2020

Lisa:

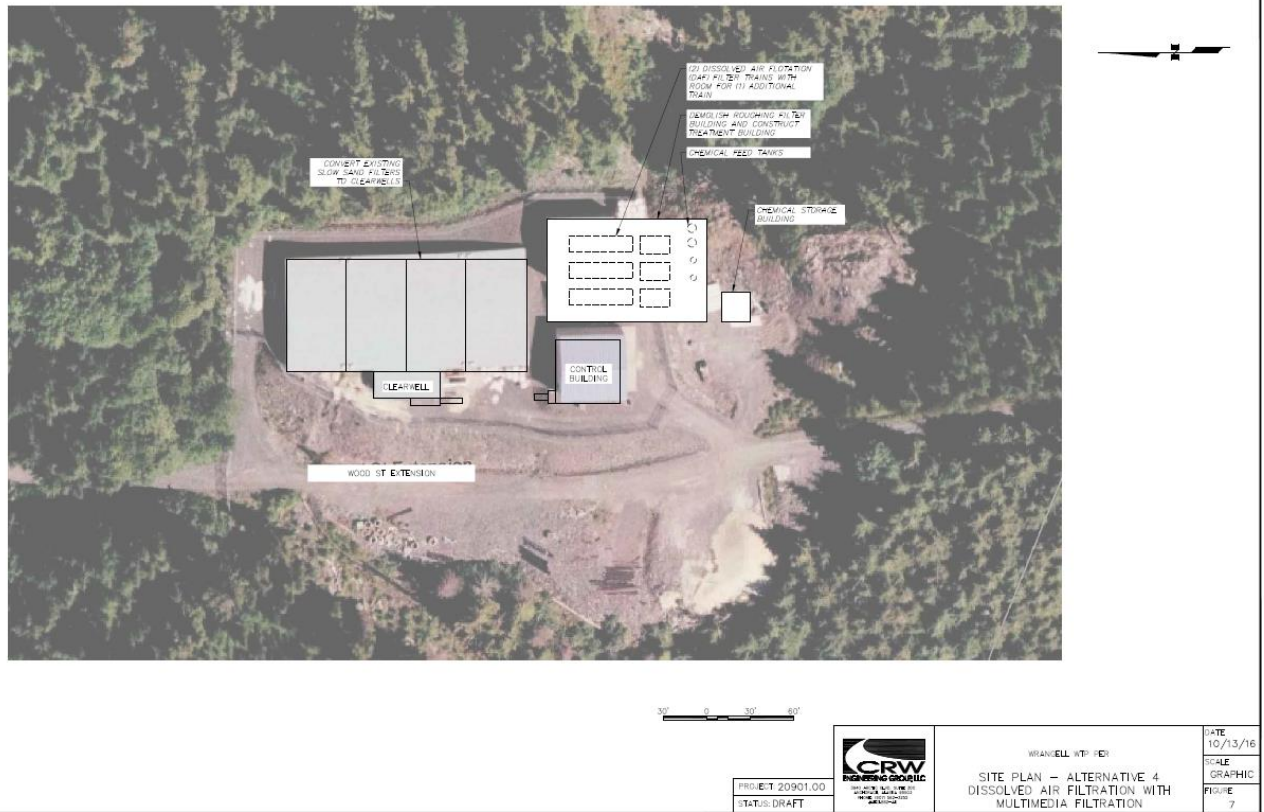
In response to the Water Treatment Plant Improvements project questions posed at the September 8, 2020 Assembly meeting, below is a synopsis from the Preliminary Engineering Report (PER), developed by CRW Engineering Group (CRW), that describes the conceptual design, the design water flow to meet future growth, and redundancy for uninterrupted operations. This report also offers a review of the current project funding and project cost estimates.

The initial conceptual design and construction cost in the PER, including a Dissolved Air Flotation (DAF) water treatment system, to replace our existing Slow Sand Filtration treatment system, and the associated backwash waste and disposal system. The initial cost of the project was estimated at \$12,925,000.

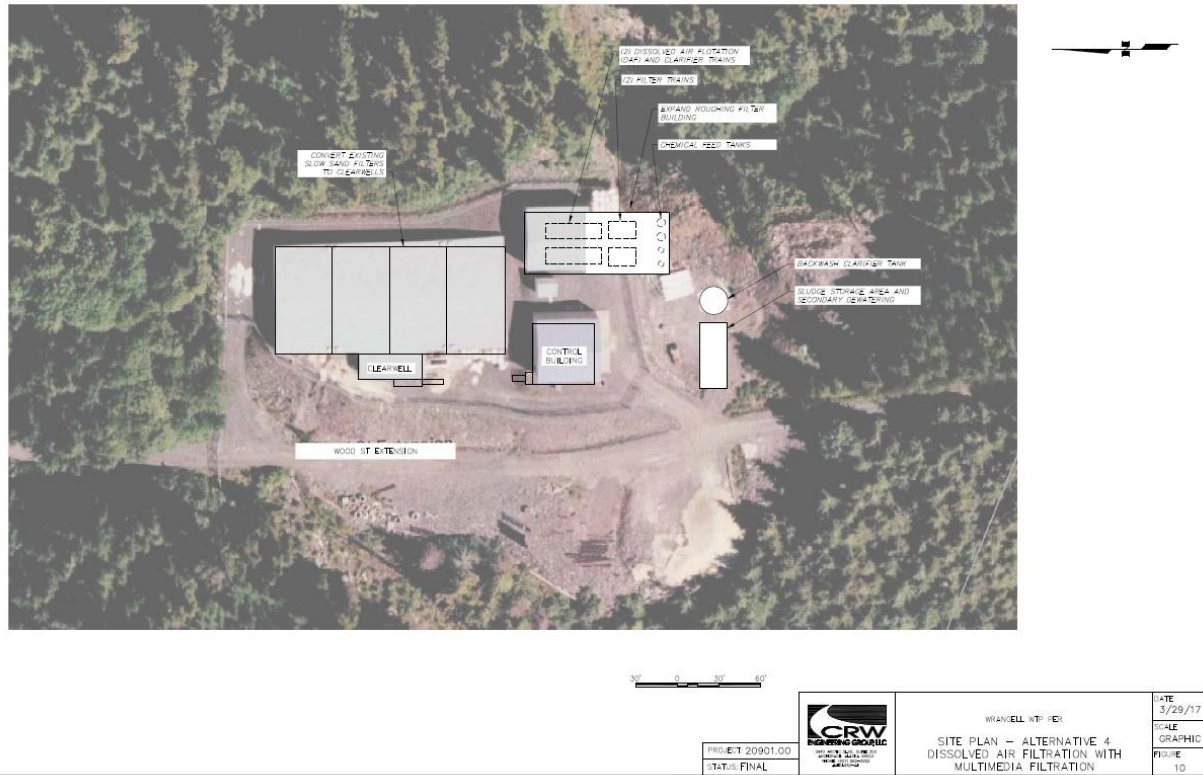
With the understanding that this project cost would prove to be greater than Wrangell's ability to acquire funding, we sought ways to reduce the project cost. The nearly \$13 million project cost was revised to a \$9,051,000 project cost. The nearly \$4 million in project cost reduction was achieved by reducing the footprint of the roughing filter building's reconstruction, to house the new DAF and filtration systems. With the reduced footprint, there were also associated site work cost reductions, and certain other proposed components were revised.

The original idea was to construct the building large enough to accommodate a future, third DAF train and filter, to be added as Wrangell exceeded the 20-year projected water demand. The current project includes only a modest renovation of the existing roughing filter building, to accommodate the anticipated two, parallel DAF units which have a combined design flow rate of 1.8 million gallons per day production. The reduced project cost was also achieved by changing the backwash waste disposal from the *Alternative No. A1 - Extend Sewer Service to Wastewater Treatment Plant* to the *Alternative D - Recycle of Backwash Water to Process*.

Below is the originally proposed site plan for the project with associated cost of \$12,925,000. This site plan reflects the larger footprint of the DAF building and has a notation that the larger building is proposed for the installation of two DAF trains, but with the capacity to accommodate a third DAF train:



Below is the final proposed site plan for the project with associated cost of \$9,051,000. This site plan reflects the smaller footprint for the proposed, two DAF trains, sized to meet the expected water demands of Wrangell for twenty years. The development of the 134-acre former Institute Property was considered during the evaluation for community growth.



The two-train conceptual DAF design developed by CRW under the PER, which received federal funding from USDA's Rural Development and from the Economic Development Administration (EDA), was based on the following criteria:

- The average daily demand (ADD) is based on Wrangell's water usage measured in 2014. The 2014 ADD was determined by summing the total volume of water consumed and dividing this value by 365 days. For the purpose of this evaluation, the engineers assumed the per-capita daily rate to decrease by about 5% in 2037 due to replacement of leaking CBW water lines during the 20-year span and a continuing national trend of lower water consumption from conservation efforts.
- The maximum daily water demand (MDD), is the projected volume of water consumed in one day. MDD is estimated by multiplying the ADD by a peaking factor, which is commonly 150% for municipalities; however, a peaking factor of 175% was used for CBW, based on the review of the daily plant flow variation recorded between 2012 and 2015. The PER suggested that the final design should

ensure that the water storage system should be sized such that Wrangell can accommodate the occasional peaks in demand which exceed the 175% factor.

The MDD determined for Wrangell in 2014 was estimated to be 1.5 million gallons per day. And based on Wrangell's projected growth to the year 2037, the MDD was estimated to be 1.8 million gallons per day. The below excerpts, taken from the PER, reflect the flow rate calculation used to identify the design flow for this project.

WRANGELL WATER USE

2014

2014 DCCED Population 2406
Per Capita Water Use 251 gallons per capita per day
Residential Water Use **603,906** gpd

Transient Population 300 (ADEC Water Watch)
Per Capita Water Use 251 gallons per capita per day
Residential Water Use **75,300** gpd

ACTUAL DATA

Commercial Customers	monthly			daily (interpolated)			% of total ADD
	max flow	min flow	average flow	max flow	min flow	average flow	
IFA	-	-	-	-	-	-	-
Trident Seafoods	12,544,588	-	1,785,194	418,153	-	59,506	7.0%
Sea-level SFDS	10,465,198	-	2,299,823	348,840	-	76,661	9.0%
Fish & Game Dock	-	-	-	-	-	-	-
Heritage HBR	1,565,000	-	525,440	52,167	-	17,515	2.0%
Shoemaker HBR	836,600	11,600	153,704	27,887	387	5,123	0.6%
City Dock	301,282	-	55,587	10,043	-	1,853	0.2%
Reliance	1,822,584	49,329	390,017	60,753	1,644	13,001	1.5%
Standard Oil	275,720	656	49,575	9,191	22	1,653	0.2%
Wrangell Oil/Petro Marine	131,001	1,743	26,480	4,367	58	883	0.1%
Travel Lift	52,723	-	11,563	1,757	-	385	0.0%
Projected Summation	27,994,696	63,328	5,297,383	933,157	2,111	176,579	20.6%
Actual Total Flows	20,295,338	928,739	5,788,301	676,511	30,958	192,943	22.5%
% of Project Summation	72%	1467%	109%				

Average Daily Demand (all users) 855,785 gal/day 594 gpm
Estimated MDD (all users) 1,497,625 gal/day 1,040 gpm
175% ADD residential + MDD commercial 2,121,767.03 gal/day 1,473 gpm

WRANGELL WATER USE

Projected 2037

2037 Predicted Population 2911
 Per Capita Water Use 240 gallons per capita per day
 Residential Water Use 698,640 gpd

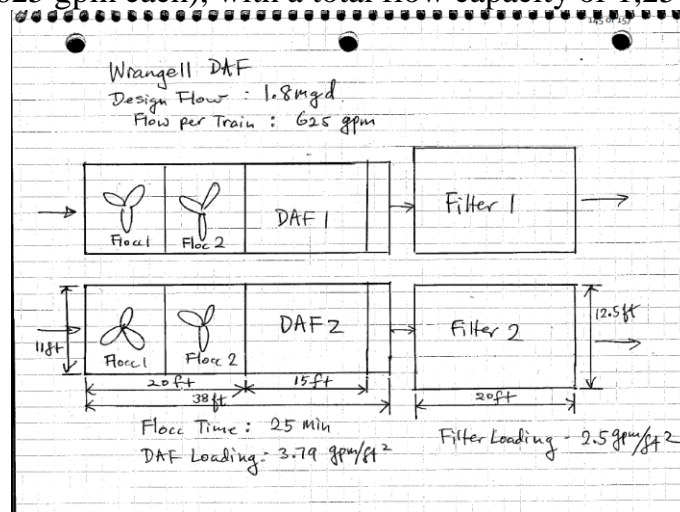
Transient Population 363 (ADEC Water Watch)
 Per Capita Water Use 240 gallons per capita per day
 Residential Water Use 87,120 gpd

EXTRAPOLATED DATA ASSUMING YEARLY 0.8% GROWTH IN INDUSTRY

Commercial Customers	monthly			daily (interpolated)			% of total ADD
	max flow	min flow	average flow	max	min	average	
IFA	-	-	-	-	-	-	-
Trident Seafoods	15,066,050	-	2,144,018	502,202	-	71,467	7.2%
Sea-level SFDS	12,568,703	-	2,762,088	418,957	-	92,070	9.2%
Fish & Game Dock	-	-	-	-	-	-	-
Heritage HBR	1,879,565	-	631,053	62,652	-	21,035	2.1%
Shoemaker HBR	1,004,757	13,932	184,599	33,492	464	6,153	0.6%
City Dock	361,840	-	66,760	12,061	-	2,225	0.2%
Reliance	2,188,923	59,244	468,411	72,964	1,975	15,614	1.6%
Standard Oil	331,140	788	59,540	11,038	26	1,985	0.2%
Wrangell Oil/Petro Marine	157,332	2,093	31,802	5,244	70	1,060	0.1%
Travel Lift	63,320	-	13,887	2,111	-	463	0.0%
Projected Summation	33,621,630	76,057	6,362,157	1,120,721	2,535	212,072	21.3%
Extrapolated Actual Flows	21,310,105	975,176	6,077,716	710,337	32,506	202,591	20.3%
% of Project Summation	63%	1282%	96%	41%			

Average Daily Demand (all users) 997,832 gal/day 693 gpm
Estimated MDD (all users) 1,746,206 gal/day 1,213 gpm
 175% ADD residential + MDD commercial 2,495,801.00 gal/day 1,733 gpm

- Our existing plant's design flow was 900 gpm; however, certain modifications were made throughout the course of its operation since 1999 that allowed the flow capacity to be increased to 1,000 gpm. The conceptual flow design and associated number of trains proposed to meet the MDD of 1.8 million gallons per day were two DAF trains (625 gpm each), with a total flow capacity of 1,250 gallons per minute.



- In determining the proposed number of DAF trains and their design flow rate, the engineers considered the increase to the treated water storage capacity, by converting our existing sand filters to additional water storage. The total volume of additional water storage, from the combined four sand filters, will be 896,000 gallons (this is equal to the two, combined water storage tanks we currently have). By providing a water treatment rate of at least the volume consumed in one day will allow the water storage to be replenished in a reasonable amount of time. It was determined that if the treatment rate could keep pace with maximum demand, the stored volume could be maintained during periods of high-water use and be refilled faster. By providing the additional water storage, the increased stored volume would not only meet the maximum daily water demand (MMD), but it would also provide nearly 2 days' worth of the average daily water demand (ADD).

The scope of work included in the RFQ for the engineering design project indicates that the work of the engineer will include the following Pre-Engineering Design efforts, before entering the Engineering Design phase:

- a. Review the Preliminary Engineering Report; Recommend final design and scope for the Dissolved Air Flotation treatment system, with special attention to the following design parameters:
 1. Assess and reaffirm treatment plant flow capacity to meet the maximum daily water demand for Wrangell's 20-year projected future growth, estimated in the Preliminary Engineering Report to be 1.8 GPD.
 2. Evaluate options for redundancy to ensure uninterrupted operation, including but not limited to infrastructure (i.e. flocc and filter tanks), equipment (i.e. pumps, motors), instrumentation (i.e. flow meters), and automation and control (i.e. computers, PLCs, etc.). The resulting system shall provide a high level of operational flexibility and reliability to accommodate critical water production needs.
 3. Assess and reaffirm the associated backwash and waste disposal method which will best serve the needs of the overall treatment system.
- b. Prepare a Technical Memo, as an addendum to the Preliminary Engineering Report, to recommend and justify DAF treatment system design parameters, including process improvement alternatives and backwash and waste disposal alternatives, supporting any changes between the conceptual design and the final recommended design.
- c. Conduct a workshop with the Owner and funding agencies to review the design Technical Memo and analysis.

- d. Propose project timeline and preliminary budget, including pre-purchasing of long delivery items, if appropriate.

As to the concern for redundancy, the industry indicates that DAF systems use redundant design to ensure that the most critical components of their systems are dependable. A redundant design generally includes backup components in the system or is comprised of interchangeable components so that the system can be repaired quickly and without interruption. This includes equipment (pumps, motors), instrumentation (flowmeters, analyzers), and automation and control (computers, power source, PLCs, etc.). Redundancy also includes installed units (not spare parts) used for monitoring and control of processes. This too reduces a larger capital cost and real estate use/acquisition.

CBW's design flow rates were estimated in the PER for the purpose of scaling the economic comparison between options. These design flow rates were based on existing water usage that is increased according to anticipated growth rates of population and water consumption by significant users. The PER indicates that the design flow rates are considered conceptual at the PER development stage of the project, and they should be confirmed or adjusted, as needed, during the design phase. This has been made part of the scope of work required of the selected engineer of record, providing the final design.

Assembly member Powell raised a very important point at the last meeting. If the scope of work changes based on final engineering, that could significantly increase the cost of the project. What follows is the relevant information we have about this issue.

- The current cost estimate of the project is \$9,051,000, based on a project scope including two DAF Trains (625 gpm each) and onsite treatment of the wastewater.
- Fortunately, the budgetary cost estimate includes 15% estimating contingency and 3.5% inflation for a total premium of \$18.5%.
- Current funding for this project is:

EDA Grant	\$2,996,953
USDA Loan	\$3,821,000
USDA Grant	\$2,114,047
CBW Match	<u>\$ 119,000</u>
Total	\$9,051,000

The original grant from USDA was \$3,161,000. It was reduced by \$1,046,953 when the Borough was awarded more grant money from EDA. It is our understanding this additional grant money has not yet been deobligated from our project and could be made available for the project based on scope and budget changes in the final design and engineering.

The current design and project cost estimate include the onsite wastewater treatment alternative. We know that this additional onsite process puts us in a position where a Level

4 Water Treatment Operator is required. Unfortunately, it was recommended in the PER because it is half the cost of the off-site treatment at the wastewater plant. We believe offsite treatment will be recommended in the final design; therefore, we can already expect a project cost increase. From the PER, these alternative cost estimates are:

Offsite Treatment:	\$1,659,000
Onsite Treatment:	<u>(\$ 860,000)</u>
Difference:	\$ 799,000

The current design and estimate also includes two DAF Trains (625 gpm each) at a cost of \$1,360,000. This budget number does not include the 18.5% for contingency and inflation. Discussions with a DAF manufacturer suggest the most reasonable increase in size are 1,000 gpm trains, if more treatment capacity is recommended to meet Wrangell's needs, based on the final engineering. This could result in an approximate 30% cost increase, or about \$400,000.

Based purely on estimates we currently have on hand, if there are changes to the wastewater treatment, and/or train size, the project could see a cost increase of about \$1.2 Million. If the USDA grant authorization is still available, that means a cost increase to the Borough of only \$200,000.

One significant unknown is... if the DAF train size is increased, does the building size need to increase as well. Larger trains could require either a larger footprint or a higher building.

Minutes of Regular Assembly Meeting

Held on September 8, 2020

Vice-Mayor Gilbert called the Regular Assembly meeting to order at 7:00 p.m., September 8, 2020 by Zoom teleconference. The pledge of allegiance was led by Vice-Mayor Gilbert and the roll was called.

PRESENT: POWELL, GILBERT, MORRISON, HOWE (jointed at 7:03p.m.), DALRYMPLE

ABSENT: DECKER, PRYSUNKA

Borough Manager Von Bargaen and Borough Clerk Lane were also in attendance by teleconference.

CEREMONIAL MATTERS – None.

PERSONS TO BE HEARD – None.

AMENDMENTS TO THE AGENDA

Von Bargaen stated that there was more than one Assembly Member who had requested additional information on Agenda Item 13a; asking that this item be removed and brought back when more information is received. Assembly Member Howe asked for clarification on what removing this from the Agenda would mean. There were no objections from the Assembly to remove from the Agenda and bring back to a future meeting.

CONFLICT OF INTEREST – None.

CONSENT AGENDA

- a. Minutes of the August 25, 2020 Regular Assembly Meeting
- b. Renewal of Retail Marijuana Store License #10200 from Kelsey J. Martinsen dba Happy Cannabis
- c. CORRESPONDENCE - School Board Action from August 24, 2020 Special Meeting
- d. CORRESPONDENCE - School Board Action from August 31, 2020 Special Meeting

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

BOROUGH MANAGER'S REPORT

Von Bargaen provided updates on the following:

- Collective Bargaining Team moving forward
- Working with State and Federal Lobbyist on the Disaster Declaration that the Assembly passed at the last meeting
- Amber Al-Haddad gave a report on the status of the Water Treatment Plant project; RFQ's are due September 30, 2020 for the final design
- Captain Sprehe gave a COVID-19 Update:
 - Provided local case numbers
 - Wrangell has 19 total cases
 - 3 active cases in Wrangell

- 16 recovered 4,866 tests conducted by SEARHC in Wrangell
- 16 pending tests in Wrangell
- approximately a 3 day turn around to receive test results
- Some increases in numbers in Anchorage and Fairbanks
- Total identified today is 35 (all are AK residents)
- Flu vaccine information; will be putting messaging out to the public
- COVID-19 vaccine is said to be a two-part vaccine; meetings will begin tomorrow
 - 1st responders
 - Critical infrastructure
 - Long Term care and Senior Citizens
- School in-person started today
- Ordered COVID-19 resources
- State Health Mandate 10, 14, 15, 17, and 18 are still in place

BOROUGH CLERK'S FILE

Clerk Lane's report was provided.

MAYOR AND ASSEMBLY BUSINESS – None.

MAYOR AND ASSEMBLY APPOINTMENTS – None.

PUBLIC HEARING – None.

UNFINISHED BUSINESS – None.

NEW BUSINESS

13a Approval of Revised CARES Act Funding Plan with an Allocation up to \$125,000 for Wrangell Public Schools for COVID-19 Mitigation

This item was removed from the Agenda under Amendments to the Agenda.

13b Discussion Item Only: Wrangell's Community COVID-19 Risk Assessment

Jamie Roberts, EOC Liaison presented the draft risk assessment that looked at all the factors of COVID-19 and our risk as a community. Roberts walked the Assembly through the assessment and how the risk assessment will be compiled; numbers are mostly coming from local sources to meet our local needs.

In response to Powell on where we are right now, Roberts stated that we are at a level 2.

Roberts stated that the risk assessment document will be released to the public after receiving Assembly input, starting next week; will go to the school and the public.

Gilbert asked if we considered communities that were in close proximity to us, when determining our community risk; Roberts stated that background information was considered however, that information is more qualitative than quantifiable.

13c Approval of a Contract Award to Schmolck Mechanical Contractors, Inc. in the Amount of \$53,450 for the Recreation Center Hot Water Tank Replacement

M/S: Morrison/Howe to approve a contract award to Schmolck Mechanical Contractors, Inc. in the amount of \$53,450 for the Recreation Center Hot Water Tank Replacement Project. Motion approved unanimously by polled vote.

13d RESOLUTION No. 09-20-1540 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL ALASKA AMENDING THE FY21 BUDGET IN THE CIP FUND BY TRANSFERRING \$32,950 FROM THE GENERAL FUND RESERVES TO THE SWIMMING POOL HOT WATER TANK REPLACEMENT PROJECT AND AUTHORIZING ITS EXPENDITURE

M/S: Howe/Morrison to approve Resolution No. 09-20-1540. Motion approved unanimously by polled vote.

13e Approval of a Professional Service Agreement to Spawn Ideas for Visitor Branding in Response to COVID-19 Impacts in the Amount of \$44,980

M/S: Morrison/Dalrymple to approve a Professional Service Agreement to Spawn Ideas for Visitor Branding in response to COVID-19 Impacts in the amount of \$44,980. Motion approved unanimously by polled vote.

13f Approval of a Professional Services Agreement with R&M Engineering-Ketchikan, Inc. in the Amount of \$62,400 for the Water Mains Replacement Project

M/S: Powell/Morrison to approve a Professional Services Agreement with R&M Engineering-Ketchikan, Inc. in the amount of \$62,400 for the Water Mains Replacement Project.

In response to Powell on the funding for this project, Al-Haddad stated that this was part grant and part loan funding.

Motion approved unanimously by polled vote.

13g RESOLUTION No. 09-20-1541 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA ALLOWING FOR THE EXPIRATION OF RESOLUTION 08-20-1534 AND ENACTING RESOLUTION 09-20-1541, ENCOURAGING THE RESIDENTS OF AND VISITORS TO THE CITY AND BOROUGH OF WRANGELL TO WEAR FACE COVERINGS IN PUBLIC PLACES

M/S: Powell/Morrison to approve Resolution No. 09-20-1541. Motion approved unanimously by polled vote.

13h RESOLUTION No. 09-20-1542 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA SUPPORTING NATIONAL PILT (PAYMENT IN LIEU OF TAXES) AND SRS (SECURE RURAL SCHOOLS) DAY OF ACTION SEPTEMBER 10, 2020

M/S: Morrison/Powell to approve Resolution No. 09-20-1542. Motion approved unanimously by polled vote.

13i PROPOSED RESOLUTION No. 09-20-1543 A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE JOB DESCRIPTION OF THE ACCOUNTING GENERALIST POSITION

M/S: Morrison/Powell to approve Resolution No. 09-20-1543. Motion approved unanimously by polled vote.

ATTORNEY'S FILE

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

EXECUTIVE SESSION – None.

Regular Assembly meeting adjourned at 8:28 p.m.

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>	September 22, 2020
	<u>Agenda Section</u>	13

Final Plat Approval of Zahorik Replat

SUBMITTED BY:

Carol Rushmore, Economic Development
Director

FISCAL NOTE:

Expenditure Required: \$XXX Total

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

	FY20 \$XXX
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Account Number(s):

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

ATTACHMENTS: 1. Final Plat of Zahorik Replat; 2. Aerial of property

RECOMMENDATION MOTION:

Move to Approve the Final Plat of the Zahorik Replat by Consent Agenda.

SUMMARY STATEMENT:

The Planning and Zoning Commission at their regular meeting of September 8, 2020 approved the Final Plat of Zahorik Replat, a replat of Lots 18A and 18B, USS 3403, Plat No. 73-2, creating Lot 18AA, zoned Rural Residential, requested by Paul Zahorik. This plat is combining two lots into one lot. The

outside boundary lines of the property remain the same. This property is located along Shoemaker Bay Loop. Please see the attached aerial image for additional context.

CERTIFICATE OF OWNERSHIP AND DEDICATION

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON, AND THAT I HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH MY FREE CONSENT AS THE BASIS FOR THE RECORDING OF THIS PLAN OF SUBDIVISION WITHIN THE PUBLIC OR PRIVATE USE AS NOTED.

DATE _____ PAUL ZAHORIK

NOTARY'S ACKNOWLEDGMENT

U.S. OF AMERICA
STATE OF ALASKA
CITY AND BOROUGH OF WRANGELL

THIS IS TO CERTIFY THAT ON THIS _____ DAY OF _____, 20____, BEFORE ME, THE UNDERSIGNED A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DUTY COMMISSIONED AND SWORN, PERSONALLY APPEARED _____ TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND _____ ACKNOWLEDGED TO ME THAT FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED, WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

MY COMMISSION EXPIRES _____.

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF WRANGELL ASSEMBLY AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX OFFICIO RECORDER, WRANGELL, ALASKA.

DATE _____ MAYOR, CITY AND BOROUGH OF WRANGELL

ATTEST:

CITY CLERK

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION

I, THE UNDERSIGNED, AS THE PROPERTY TAX CLERK FOR THE CITY AND BOROUGH OF WRANGELL, HEREBY CERTIFY THAT ACCORDING TO THE RECORDS IN MY POSSESSION, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS OF THE CITY AND BOROUGH OF WRANGELL, IN THE NAME OF _____

AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS ARE PAID IN FULL; THAT CURRENT TAXES FOR THE YEAR 20____ WILL BE DUE ON OR BEFORE OCTOBER 15, 20____ DATED THIS _____ DAY OF _____.

ASSESSOR CITY AND BOROUGH OF WRANGELL

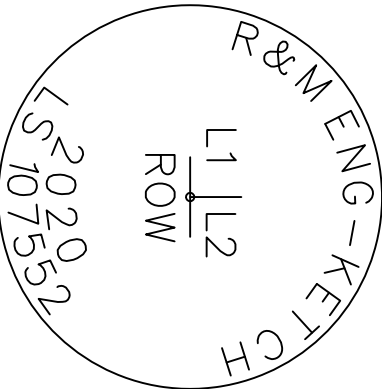
SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM PROPERLY REGISTERED AND LICENSED TO PRACTICE LAND SURVEYING IN THE STATE OF ALASKA, THAT THIS PLAT REPRESENTS A PLAT MADE BY ME OR UNDER MY DIRECT SUPERVISION, THAT THE MEASUREMENTS AND CALCULATIONS HEREON HAVE BEEN ACCURATELY MADE AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT.

DATE _____

CHRISTOPHER G. PIBURN, PLS # 107552

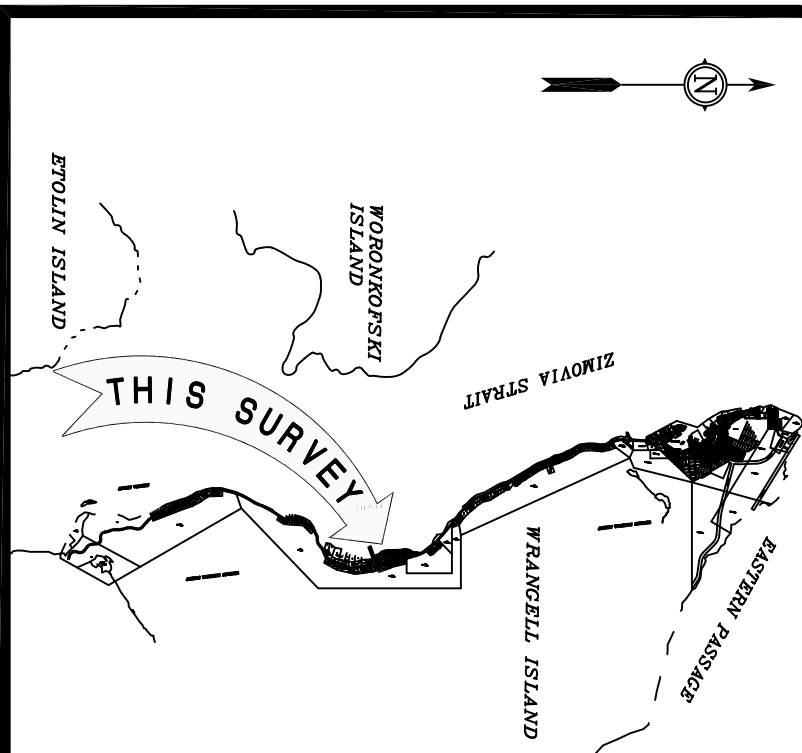
TYPICAL SECONDARY MONUMENT
SET THIS SURVEY



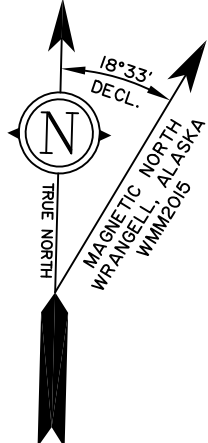
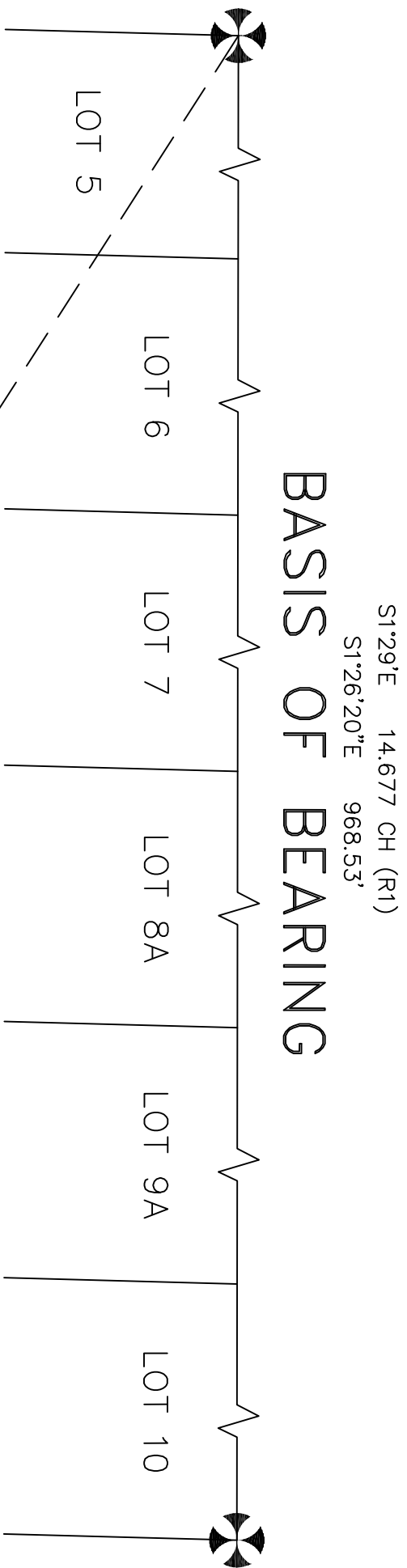
SET 5/8" X 30" LONG REBAR
(UNLESS OTHERWISE NOTED)
AND 2" ALUMINUM CAP WITH
PLASTIC INSERT

VICINITY MAP

SCALE: NOT TO SCALE



BASIS OF BEARING



NOTES

1. THE PURPOSE OF THIS SURVEY IS TO REPLAT LOTS 18A AND 18B OF PLAT 73-2, WITHIN ORIGINAL U.S.S. No. 3403.
2. THE ERROR OF CLOSURE OF THIS SURVEY DOES NOT EXCEED 1:5000. AND/OR CORNER POSITIONS HAVE A RELATIVE POSITION ACCURACY AT THE 95 PERCENT CONFIDENCE LEVEL OF 0.13 FEET PLUS 100 PPM.
3. ALL BEARINGS SHOWN ARE TRUE BEARINGS AS ORIENTED TO THE BASIS OF BEARING AND DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.
4. REFERENCE AK, ESCROW AND TITLE INSURANCE AGENCY CERTIFICATE TO PLAT FILE NO. 59368.
5. REFERENCE THE FOLLOWING WITHIN THE WRANGELL RECORDING DISTRICT:
 - PLAT 73-1 (U.S.S. No. 3403)
 - PLAT 73-22 (U.S.S. No. 3403)
 - PLAT 73-2
 - BOOK 22, PAGE 053 (SEWER LINE EASEMENT)
 - EASEMENT 2006-000136-0
 - EASEMENT 2007-000901-0
 - DOCUMENT 2011-000127-0
 - DEED 2019-000259-0

OWNERSHIP STATUS

1. LOT 18A, PLAT 73-2 (PAUL ZAHORIK)
2. LOT 18B, PLAT 73-2 (PAUL ZAHORIK)

PROPOSED OWNERSHIP

1. LOT 18AA, ZAHORIK REPLAT (PAUL ZAHORIK)

PREVIOUS LOT AREAS

1. LOT 18A, PLAT 73-2 (5,560 SQ. FT.)
2. LOT 18B, PLAT 73-2 (5,560 SQ. FT.)

NEW LOT AREAS

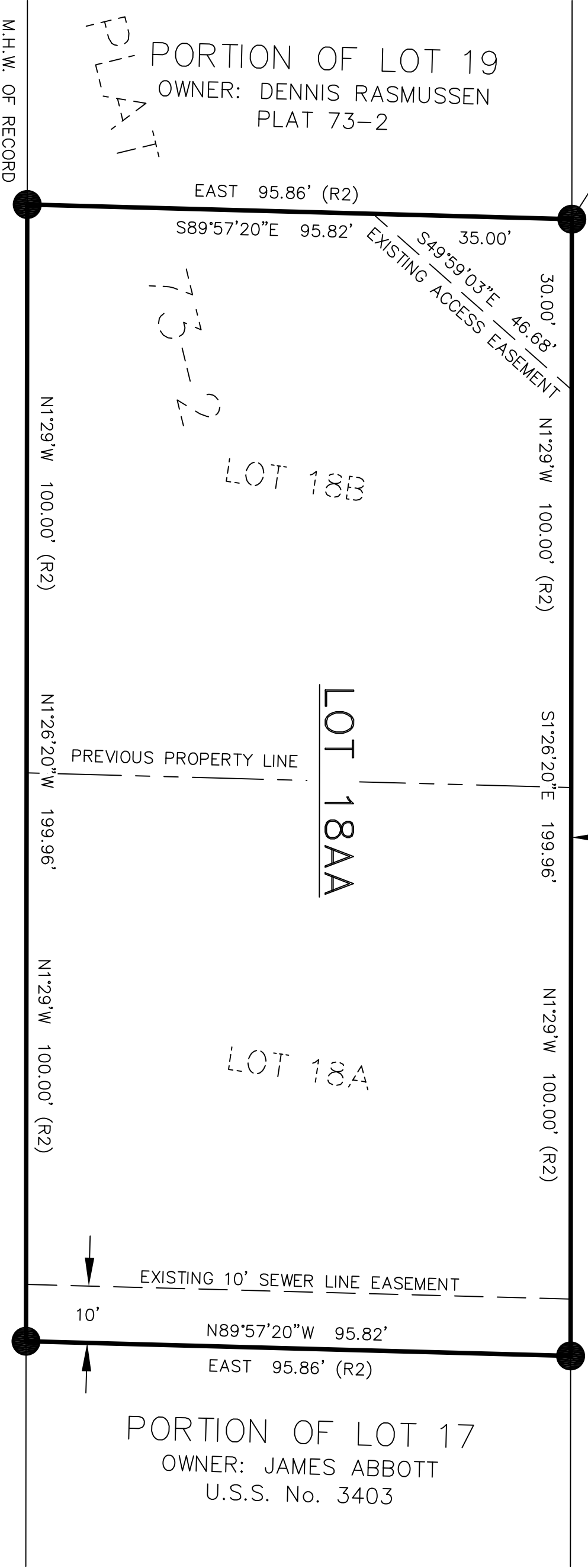
1. LOT 18AA, ZAHORIK REPLAT (19,155 SQ. FT.) (0.440 ACRES)

LEGEND

	FOUND BLM/GLD MONUMENT
	SECONDARY MONUMENT SET THIS SURVEY
---	UNSURVEYED
---	SURVEYED
---	RECORD BOUNDARY LINE ELIMINATED THIS PLAT
---	ROW CENTERLINE
(R1)	RECORD DATA PER PLAT 73-1 (USS 3403)
(R2)	RECORD DATA PER PLAT 73-2
XX	MEASURED OR CALCULATED DATA

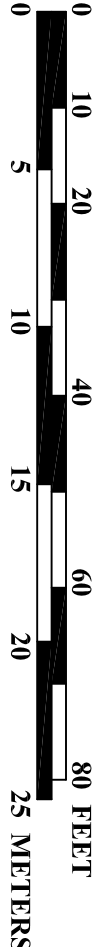
SOUTH WRANGELL HIGHWAY

(SHOEMAKER LOOP ROAD)



SCALE 1"=20'

THIS DRAWING MAY BE REDUCED, VERIFY SCALE BEFORE USING



1 METER = 3.2808333 U.S. SURVEY FEET
1 U.S. ACRE = 0.4047 HECTARES

R&W R&W ENGINEERING-KETCHIKAN, INC. 1000 W. 11TH AVE., SUITE 300 KETCHIKAN, AK 99901 Phone: (907) 225-7917 Fax: (907) 225-5441 WRANGELL OFFICE Phone: (907) 205-0820 WRANGELL, AK 99929 CERTIFICATE OF AUTHORIZATION #: C576		
ZAHORIK REPLAT		
A REPLAT OF CREATING LOTS 18A AND 18B, OF PLAT 73-2, A SUBDIVISION WITHIN U.S.S. No. 3403, LOT 18AA, ZAHORIK REPLAT		
LOCATED WITHIN SECTION 17, TOWNSHIP 63 SOUTH, RANGE 84 EAST COPPER RIVER MERIDIAN, ALASKA WRANGELL RECORDING DISTRICT		
SURVEYED BY: MCH	DATE: JUNE 2020	DRAWN BY: MCH
SCALE: 1"=20'	CHECKED: CGP	R&W PROJECT NO: 202716

CITY AND BOROUGH OF WRANGELL, ALASKA

Item b.



Public Map



1 inch = 117.859529 feet
Date: 9/8/2020

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



US Army Corps
of Engineers
Alaska District

Public Notice of Application for Permit

Regulatory Division (1145)
CEPOA-RD
Post Office Box 6898
JBER, Alaska 99506-0898

PUBLIC NOTICE DATE:	September 15, 2020
EXPIRATION DATE:	September 30, 2020
REFERENCE NUMBER:	POA-2020-00314
WATERWAY:	Zimovia Strait

Interested parties are hereby notified that a Department of the Army permit application has been received for work in waters of the United States (U.S.) as described below and shown on the enclosed project drawings.

All comments regarding this Public Notice (PN) should be sent to the address noted above. If you desire to submit your comments by email, you should send it to the Project Manager's email as listed below or to regpagemaster@usace.army.mil. All comments should include the PN reference number listed above.

All comments should reach this office no later than the expiration date of this PN to become part of the record and be considered in the decision. Please contact Jason Berkner at (907) 753-5778, toll free from within Alaska at (800) 478-2712, by fax at (907) 753-5567, or by email at: Jason.R.Berkner@usace.army.mil if further information is desired concerning this notice.

APPLICANT: Mr. Thomas Robinson, PO Box 2239, Wrangell, AK, 99929

AGENT: Mr. George Woodbury, Woodbury Enterprise, PO Box 1934, Wrangell, AK, 99929

LOCATION: The project site is located within Section 25, T. 62 S., R. 83 E., Copper River Meridian; Latitude 56.4661° N., Longitude -132.3776° W.; Tidelands, Block 24A, lot 6; in Wrangell, Alaska.

PURPOSE: The applicant's stated purpose is to make it possible to use Lot 6 for dry storage of boats in the winter and when otherwise out of the water.

PROPOSED WORK: The applicant proposes to construct a shot rock fill contained within stacked rock walls. The rock wall would be constructed a minimum of 40-feet shoreward of the federal dredge limit for the harbor inner mooring basin. Shot rock would be hauled in dump trucks, spread with an excavator and compacted with a roller to discharge rock to partially fill Lot 6. This work would result in a discharge of approximately 2,300 yards of rock fill material into 0.08-acre of the intertidal zone in the Wrangell Downtown Harbor. The rock would be hauled in by dump trucks, spread with an excavator, and compacted with a roller. The project will include installation of two 12-inch steel pilings from shore. The pilings and initial placement of fill material would occur during low tide, above mean low water. All work would be performed in accordance with the enclosed figures (sheets 1-3).

APPLICANT PROPOSED MITIGATION: The applicant provided the following description of avoidance, minimization, and compensatory mitigation: *"This property is the only area I have to create a place to store boats"*.

WATER QUALITY CERTIFICATION: A permit for the described work will not be issued until a certification or waiver of certification, as required under Section 401 of the Clean Water Act (Public Law 95-217), has been received from the Alaska Department of Environmental Conservation.

CULTURAL RESOURCES: The latest published version of the Alaska Heritage Resources Survey (AHRs) has been consulted for the presence or absence of historic properties, including those listed in or eligible for inclusion in the National Register of Historic Places. There are no cultural resources in the permit area or within the vicinity of the permit area. The permit area has been determined to be the footprint of the proposed fill. Consultation of the AHRs constitutes the extent of cultural resource investigations by the Corps of Engineers (Corps) at this time, and we are otherwise unaware of the presence of such resources. The Corps has made a No Potential to Cause Effects determination for the proposed project. Consultation with the State Historic Preservation Office (SHPO) is not required, however, any comments SHPO may have concerning presently unknown archeological or historic data that may be lost or destroyed by work under the requested permit will be considered in our final assessment of the described work.

ENDANGERED SPECIES: The project area is within the known or historic range of the Steller Sea Lion (*Eumetopias jubatus*) and Humpback Whale (*Megaptera novaeangliae*).

We have determined the described activity would have **no effect** on the above mentioned species, and would have no effect on any designated or proposed critical habitat, under the Endangered Species Act of 1973 (87 Stat. 844). Therefore, no consultation with the U.S. Fish and Wildlife Service or the National Marine Fisheries Service (NMFS) is required. However, any comments they may have concerning endangered or threatened wildlife or plants or their critical habitat will be considered in our final assessment of the described work.

ESSENTIAL FISH HABITAT: The Magnuson-Stevens Fishery Conservation and Management Act, as amended by the Sustainable Fisheries Act of 1996, requires all Federal agencies to

consult with the NMFS on all actions, or proposed actions, permitted, funded, or undertaken by the agency, that may adversely affect Essential Fish Habitat (EFH).

The project area is within the known range of the chum salmon (*Oncorhynchus keta*), Pink salmon (*Oncorhynchus gorbuscha*), Coho salmon (*Oncorhynchus kisutch*), Chinook salmon (*Oncorhynchus tshawytscha*), Sockeye salmon (*Oncorhynchus nerka*), Big Skate (*Raja binoculata*), Longnose skate (*Raja rhina*), Octopus (*Octopoda* spp.), Shark (*Selachimorpha* spp.), and Gulf of Alaska Shallow Water Flatfish Complex. No EFH species are known to use the project area. We have determined the described activity would not adversely affect EFH in the project area.

TRIBAL CONSULTATION: The Alaska District fully supports tribal self-governance and government-to-government relations between Federally recognized Tribes and the Federal government. Tribes with protected rights or resources that could be significantly affected by a proposed Federal action (e.g., a permit decision) have the right to consult with the Alaska District on a government-to-government basis. Views of each Tribe regarding protected rights and resources will be accorded due consideration in this process. This PN serves as notification to the Tribes within the area potentially affected by the proposed work and invites their participation in the Federal decision-making process regarding the protected Tribal right or resource. Consultation may be initiated by the affected Tribe upon written request to the District Commander during the public comment period.

PUBLIC HEARING: Any person may request, in writing, within the comment period specified in this notice, that a public hearing be held to consider this application. Requests for public hearings shall state, with particularity, reasons for holding a public hearing.

EVALUATION: The decision whether to issue a permit will be based on an evaluation of the probable impacts, including cumulative impacts of the proposed activity and its intended use on the public interest. Evaluation of the probable impacts, which the proposed activity may have on the public interest, requires a careful weighing of all the factors that become relevant in each particular case. The benefits, which reasonably may be expected to accrue from the proposal, must be balanced against its reasonably foreseeable detriments. The outcome of the general balancing process would determine whether to authorize a proposal, and if so, the conditions under which it will be allowed to occur. The decision should reflect the national concern for both protection and utilization of important resources. All factors, which may be relevant to the proposal, must be considered including the cumulative effects thereof. Among those are conservation, economics, aesthetics, general environmental concerns, wetlands, cultural values, fish and wildlife values, flood hazards, floodplain values, land use, navigation, shore erosion and accretion, recreation, water supply and conservation, water quality, energy needs, safety, food and fiber production, mineral needs, considerations of property ownership, and, in general, the needs and welfare of the people. For activities involving 404 discharges, a permit will be denied if the discharge that would be authorized by such permit would not comply with the Environmental Protection Agency's 404(b)(1) guidelines. Subject to the preceding sentence and any other applicable guidelines or criteria (see Sections 320.2 and 320.3), a permit will be granted unless the District Commander determines that it would be contrary to the public interest.

The Corps is soliciting comments from the public; Federal, State, and local agencies and officials; Indian Tribes; and other interested parties in order to consider and evaluate the impacts of this proposed activity. Any comments received will be considered by the Corps to determine whether to issue, modify, condition or deny a permit for this proposal. To make this decision, comments are used to assess impacts on endangered species, historic properties, water quality, general environmental effects, and the other public interest factors listed above. Comments are used in the preparation of an Environmental Assessment and/or an Environmental Impact Statement pursuant to the National Environmental Policy Act. Comments are also used to determine the need for a public hearing and to determine the overall public interest of the proposed activity.

AUTHORITY: This permit will be issued or denied under the following authorities:

(X) Perform work in or affecting navigable waters of the United States – Section 10 Rivers and Harbors Act 1899 (33 U.S.C. 403).

(X) Discharge dredged or fill material into waters of the United States – Section 404 Clean Water Act (33 U.S.C. 1344). Therefore, our public interest review will consider the guidelines set forth under Section 404(b) of the Clean Water Act (40 CFR 230).

Project drawings and a Notice of Application for State Water Quality Certification are enclosed with this Public Notice.

District Commander
U.S. Army, Corps of Engineers

Enclosures

STATE OF ALASKA

DEPT. OF ENVIRONMENTAL CONSERVATION
DIVISION OF WATER

Wastewater Discharge Authorization Program (WDAP) / 401 Certification

DEPARTMENT OF ENVIRONMENTAL CONSERVATION
WDAP/401 CERTIFICATION
555 CORDOVA STREET
ANCHORAGE, ALASKA 99501-2617
PHONE: (907) 269-6285 | EMAIL: dec-401cert@alaska.gov

NOTICE OF APPLICATION FOR STATE WATER QUALITY CERTIFICATION

Any applicant for a federal license or permit to conduct an activity that might result in a discharge into navigable waters, in accordance with Section 401 of the Clean Water Act of 1977 (PL95-217), also must apply for and obtain certification from the Alaska Department of Environmental Conservation that the discharge will comply with the Clean Water Act, the Alaska Water Quality Standards, and other applicable State laws. By agreement between the U.S. Army Corps of Engineers and the Department of Environmental Conservation, application for a Department of the Army permit to discharge dredged or fill material into navigable waters under Section 404 of the Clean Water Act also may serve as application for State Water Quality Certification.

Notice is hereby given that the application for a Department of the Army Permit described in the Corps of Engineers' Public Notice (PN) Reference Number **POA-2020-00314, Zimovia Strait**, serves as application for State Water Quality Certification from the Department of Environmental Conservation.

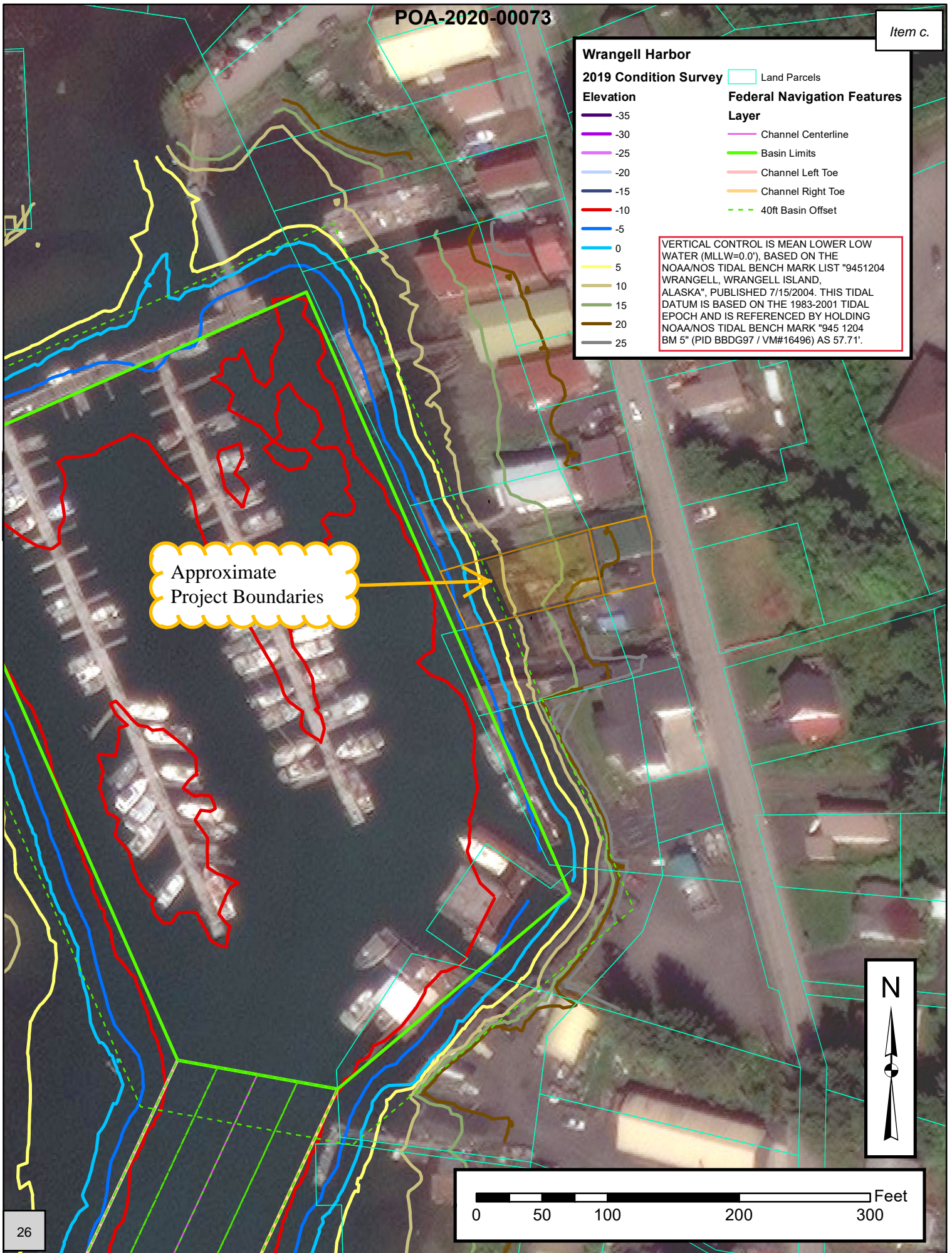
After reviewing the application, the Department may certify there is reasonable assurance the activity, and any discharge that might result, will comply with the Clean Water Act, the Alaska Water Quality Standards, and other applicable State laws. The Department also may deny or waive certification.

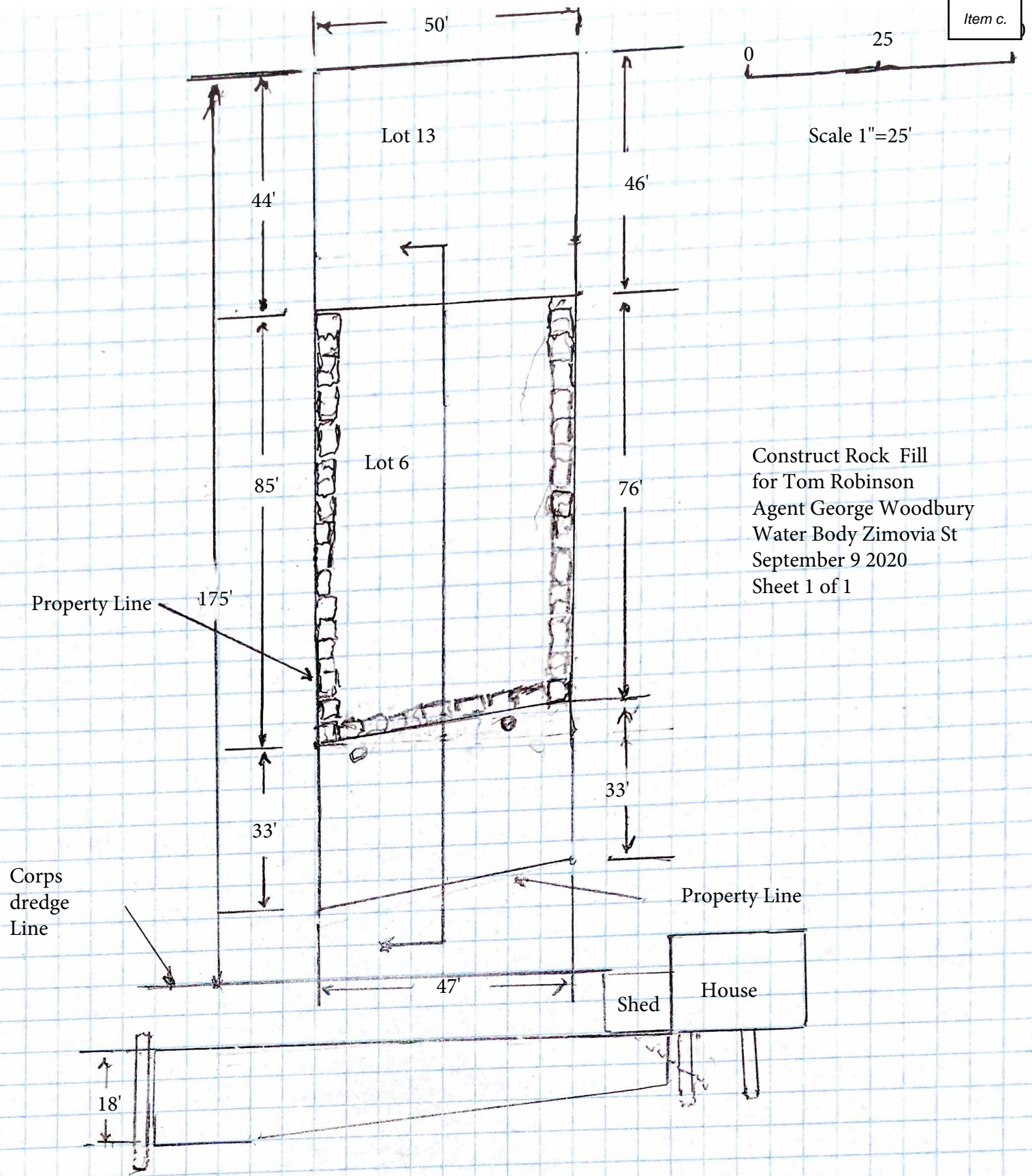
Any person desiring to comment on the project with respect to Water Quality Certification, may submit written comments to the address above or via email to dec-401cert@alaska.gov by the expiration date of the Corps of Engineer's Public Notice. All comments should include the PN reference number listed above. Mailed comments must be postmarked on or before the expiration date of the public notice.

Disability Reasonable Accommodation Notice

The State of Alaska, Department of Environmental Conservation complies with Title II of the Americans with Disabilities Act of 1990. If you are a person with a disability who may need special accommodation in order to participate in this public process, please contact Kate Orozco at 907-465-6171 or TDD Relay Service 1-800-770-8973/TTY or dial 711 within 5 days of the expiration date of this public notice to ensure that any necessary accommodations can be provided.









**UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION
OFFICE OF THE SECRETARY
WASHINGTON, D.C.**

Issued by the Department of Transportation
on the 16th day of September, 2020

Essential Air Service at

**CORDOVA, ALASKA
GUSTAVUS, ALASKA
PETERSBURG, ALASKA
WRANGELL, ALASKA
YAKUTAT, ALASKA**

DOT-OST-1998-4899

Under 49 U.S.C. § 41731 *et seq.*

ORDER REQUESTING PROPOSALS

Summary

By this Order, the U.S. Department of Transportation (the Department) is requesting proposals from air carriers interested in providing Essential Air Service (EAS) at Cordova, Gustavus, Petersburg, Wrangell, *and/or* Yakutat, Alaska, for a new contract term beginning May 1, 2021, with or without subsidy. Air carriers should file their proposals no later than 11:59 pm Eastern Time, October 19, 2020.

Background

By Order 2019-4-10 (April 10, 2019), the Department selected Alaska Airlines, Inc. (Alaska) to provide EAS at Cordova, Gustavus,¹ Petersburg, Wrangell, and Yakutat, Alaska, for the two-year term from May 1, 2019, through April 30, 2021, at the annual consolidated subsidy rates in the tables below. Under the terms of that Order, Alaska uses Boeing 737-700 passenger and freighter aircraft, with service to its hubs and major airports, including Anchorage and Juneau.

¹ Gustavus receives subsidized service for a 12-week period during the summer. During the remainder of the year, EAS at Gustavus is provided on a subsidy-free basis by other airlines with small aircraft.

Allocation: Passenger	
Cordova	\$3,480,868
Yakutat	\$3,783,552
Gustavus	\$517,693
Total	\$7,782,112
Wrangell	\$315,069
Petersburg	\$355,724
Total	\$670,793

Allocation: Freight	
Cordova	\$30,947
Yakutat	\$29,734
Total	\$60,681
Wrangell	\$250,154
Petersburg	\$237,851
Total	\$488,005

The complete public file for EAS at Cordova, Gustavus, Petersburg, Wrangell, and Yakutat may be accessed online through the Federal Docket Management System at www.regulations.gov by entering the docket number in the “Search” field.

Request for Proposals: General Requirements

The Department is requesting proposals from air carriers interested in providing EAS at Cordova, Gustavus, Petersburg, Wrangell, *and/or* Yakutat, with subsidy support if necessary, for a new contract period beginning May 1, 2021. Air carriers should file their proposals no later than October 19, 2020. The proposals will then be uploaded to www.regulations.gov, thereby making them public. Shortly afterwards, the Department will provide a summary of the proposals to the communities and ask them to submit their final comments.

The Department expects clear, well-documented proposals that will facilitate their evaluation by the communities and the EAS team.² Air carrier proposals should be submitted to the

² In selecting an air carrier to provide subsidized EAS for an eligible place in Alaska, 49 U.S.C. § 41733(c)(1) directs

the Department to consider six factors: (A) service reliability of the applicant carrier; (B) the existence of contractual and marketing arrangements with a larger air carrier at the hub; (C) the existence of interline arrangements with a larger air carrier at the hub (D the preferences of the actual and potential users of the EAS, giving substantial weight to the views of the elected officials representing the users ; (E) the experience of the applicant in providing, in Alaska, scheduled air service or significant patterns of non-scheduled air service; and (F) whether the air carrier included a plan in its proposal to market its service. . And the Further Continuing Appropriations Act, 2020, Pub. L. No. 116-94 (Dec. 19, 2019) authorizes the Department to consider the relative subsidy requirements of the applicant air carriers. Interested air carriers should also be aware that the general provisions governing Essential Air Service will be included in the selection Order as part of our authorization of subsidy for the selected service. Appendix C of this Order contains those general provisions.

Department with all materials merged into a single document. In addition, proposals should be formatted to be viewed online. In order to evaluate air carrier proposals, the Department requires that air carriers adequately describe the service being proposed and the annual amount of subsidy being requested, if any. The Department requests that proposals include information concerning proposed schedules, projected block hours, and financial data supporting subsidy requests, including information on projected expenses and revenues. In cases where an air carrier proposes to provide EAS without subsidy and the Department determines that basic EAS, as required by 49 U.S.C. § 41732, can be reliably provided without such compensation, the Department typically will not proceed with the air carrier selection case. Instead, the Department will simply rely on that air carrier's subsidy-free service as proposed. Lastly, the Department expects that air carriers will have completed due diligence regarding any community-specific operational requirements. Air carriers should prepare their proposals with every expectation that, should they be selected by the Department, they will be able to commence full EAS as described in their proposal on the first day of the new contract term.

Interested air carriers should prepare their proposals with the understanding that their initial proposals will represent their *final* and *only* proposals. However, the Department retains the discretion to negotiate proposals with air carriers when it deems it desirable; in such cases, the Department will give all applicants the same opportunity. The Department also retains the discretion to re-solicit a new round of proposals in the event that all proposals received are rejected due to being unreasonable or unrealistic.

Proposals should provide sufficient capacity to accommodate historical levels of traffic with, as a general matter, service to a large- or medium-hub airport that provides numerous connecting opportunities to the national air transportation system.³ In order to assist air carriers in developing traffic and revenue projections for their proposals, the Department has provided a summary of recent historical passengers in Appendix B.⁴ The Department encourages air carriers to work with the communities as they prepare their proposals in order to craft a service proposal that meets the communities' needs with subsidy requirements that remain competitive. As always, the Department will fully consider the communities' and State's views before making a long-term air carrier decision.

Air carriers may propose more than one service option. They also need not limit themselves to these requirements if they envision other, potentially more attractive service possibilities—differing lengths of contract terms, for example—with subsidy requirements that remain competitive.

Air carriers should note that it is a Federal crime to knowingly and willfully make materially false, fictitious, or fraudulent statements, entries, or representations in an EAS proposal submitted to the Department. 18 U.S.C. § 1001.

3 For basic EAS in Alaska, or when the nearest hub airport is more than 400 miles from the eligible place, service to a small hub or nonhub airport is acceptable. Under certain circumstances, the Department may also require service from the eligible place to two (but not more than two) hubs.

4 Source: Bureau of Transportation Statistics, Schedule T-100.

Request for Proposals: Specific Requirements

The Department expects proposals that are consistent with what the communities currently receive. Therefore, using large aircraft, that is the equivalent of seven weekly round trips to Anchorage (for Cordova), seven weekly round trips to Juneau or Ketchikan (for Petersburg and Wrangell), and seven weekly round trips to Anchorage or Juneau (for Yakutat). For Gustavus, service should consist of seven weekly round trips to Juneau for the peak summer season during June through August.

The current air carrier has long-served the communities (except Gustavus) linking at least two communities together (Cordova with Yakutat, and Petersburg with Wrangell), resulting in a combined weekly frequency of 14 round trips at each community.

Additionally, service should consist of enough capacity to handle the communities' freight needs.

If smaller aircraft are contemplated, the Department will consider additional weekly round trips.⁵

Community and State Comments

The communities and the State of Alaska are welcome to submit comments at any time. The Department encourages interested air carriers to contact the communities *before* they submit their proposals so that they can tailor them to the communities' needs, as they will not be able to amend them after the due date. As noted earlier, the Department will provide a summary of the proposals to the civic parties shortly after the deadline for air carrier proposals, and ask them to submit their final comments.

Other Air Carrier Requirements

The Department is responsible for implementing various federal statutes governing lobbying activities, drug-free workplaces and nondiscrimination.⁶ Consequently, all air carriers receiving subsidy for EAS must certify that they are in compliance with Department regulations regarding drug-free workplaces and nondiscrimination, and those air carriers whose subsidies exceed \$100,000 over the life of the contract must also certify that they are in compliance with the regulations governing lobbying activities. Because the Department is prohibited from paying subsidy to air carriers that do not submit these documents, all air carriers that plan to submit proposals involving subsidy should be aware that the selected air carrier will be required to

⁵ While the Department expects proposals to serve the current hub airports, the Department may consider service proposals to a different airport that provides numerous connecting opportunities to the national air transportation system, with community support.

⁶ The regulations applicable to these areas are: (1) 49 CFR Part 20 – New restrictions on lobbying; (2) 49 CFR Part 21 – Nondiscrimination in federally-assisted programs of the Department of Transportation – Effectuation of title VI of the Civil Rights Act of 1964; 49 CFR Part 27 – Nondiscrimination on the basis of disability in programs and activities receiving or benefiting from Federal financial assistance; and 14 CFR Part 382 – Nondiscrimination on the basis of disability in air travel; (3) 49 CFR Part 32 – Governmentwide requirements for drug free workplace; and (4) 2 CFR Part 1200 – Government-wide debarment and suspension (non-procurement).

complete the required certifications. Interested air carriers requiring more detailed information regarding these requirements should contact the Office of Aviation Analysis at (202) 366-5903.⁷

This Order is issued under authority delegated by the Secretary of Transportation in 49 CFR 1.25a(b)(6)(ii)(D) and re-delegated to the Director, Office of Aviation Analysis.

ACCORDINGLY,

1. The Department requests that air carriers interested in providing Essential Air Service at Cordova, Gustavus, Petersburg, Wrangell, *and/or* Yakutat, Alaska, submit their proposals, with or without subsidy, no later than October 19, 2020. The proposals should be e-mailed to EAS@dot.gov and michael.gormas@dot.gov with the title “Proposal to Provide EAS Cordova, Gustavus, Petersburg, Wrangell, *and/or* Yakutat, Alaska”;⁸
2. This docket will remain open until further Order of the Department; and
3. The Department will serve this Order on the Alaska Department of Transportation and Public Facilities, the civic officials of Cordova, Gustavus, Petersburg, Wrangell, and Yakutat, Alaska, and the courtesy distribution list for requests for proposals for EAS communities.

By:

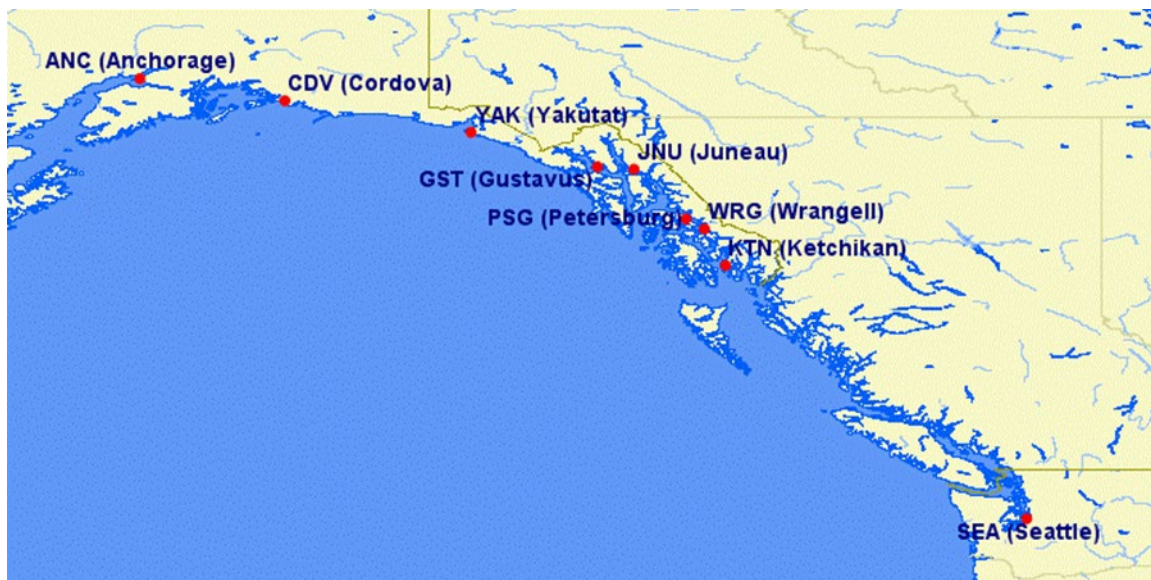
TODD M. HOMAN
Director
Office of Aviation Analysis

(SEAL)

*An electronic version of this document is available
online at www.regulations.gov.*

⁷ The certifications are available online under “Reports and Publications” at <https://www.transportation.gov/office-policy/aviation-policy/essential-air-service-reports>.

⁸ Questions regarding filings in response to this Order may be directed to Mr. Michael Gormas at (202) 366-1853 or michael.gormas@dot.gov.

AREA MAP

Map generated by the Great Circle Mapper - copyright © Karl L. Swartz.

Passenger Traffic at Cordova¹

Airport_1	Year	Month	Direction	Values		Enplanements			
			Deplanements						
			Sum of T110_Rpax	Sum of T219_Usmail_Tons	Sum of T217_Freight_Tons	Sum of T110_Rpax	Sum of T219_Usmail_Tons	Sum of T217_Freight_Tons	
CDV	2018	1	872	0.2685	21.2015	762	1.245	1.221	
		2	847	0.1985	20.556	784	0.686	1.226	
		3	1239	0.165	16.9725	1107	0.7085	10.1195	
		4	1272	0.2125	16.211	1193	1.176	23.4205	
		5	1831	0.28	25.8145	1475	1.5125	25.5425	
		6	2287	0.2165	27.967	1628	1.713	77.3535	
		7	1950	0.3125	28.841	1927	1.659	35.736	
		8	2105	0.195	28.6735	2355	1.6895	49.921	
		9	1898	0.3205	22.995	2692	1.6825	45.341	
		10	1038	0.201	22.8845	1350	0.439	8.7045	
		11	1087	0.361	17.6165	1267	0.2835	3.9425	
		12	992	0.329	22.08	1106	0.494	2.6035	
	2018 Total		17418	3.06	271.813	17646	13.2885	285.1315	
	2019	1	1031	0.237	18.5805	914	0.303	1.9515	
		2	1053	0.051	19.2735	980	0.385	1.645	
		3	1413	0.2115	21.665	1323	0.351	9.0515	
		4	1298	0.3745	28.4315	1098	0.271	29.9045	
		5	1700	0.1715	28.6095	1299	0.388	67.0855	
		6	2146	0.2055	19.2675	1527	0.39	93.6895	
		7	2011	0.1665	30.0015	2061	0.457	52.083	
		8	2294	0.076	23.761	2354	0.4185	65.2985	
		9	1995	0.193	27.109	3099	0.338	47.4605	
		10	1440	0.175	26.4685	1881	0.395	13.929	
		11	1361	0.2015	22.7295	1442	0.3425	3.9055	
		12	1198	0.202	23.54	1271	0.4255	1.948	
	2019 Total		18940	2.265	289.437	19249	4.4645	387.952	
	2020	1	1169	0.265	13.9075	1020	0.6	2.23	
		2	1240	0.0055	12.56	1190	0.344	2.4905	
		3	935	0.1825	15.0305	728	0.423	9.8205	
		4	282	0.087	22.1735	82	0.3065	25.982	
		5	722	0.0135	28.949	355	0.2615	56.954	
		6	811	0.1165	15.672	655	0.366	175.6305	

¹ Source: Bureau of Transportation Statistics: Schedule T-100 Market data.

Passenger Traffic at Gustavus

Airport_1	Year	Month	Direction	Values					
			Deplanements	Enplanements					
			Sum of T110_Rpax	Sum of T219_Usmail_Tons	Sum of T217_Freight_Tons	Sum of T110_Rpax	Sum of T219_Usmail_Tons	Sum of T217_Freight_Tons	
GST	2018	1	195	5.055	9.5255	188	0.783	1.2175	
		2	107	2.9045	3.166	106	0.327	0.7345	
		3	252	7.2925	9.7375	222	0.9585	1.2415	
		4	312	7.505	11.716	299	0.936	1.733	
		5	698	8.5155	22.596	585	0.7785	2.609	
		6	2292	10.63	28.7895	2088	0.9305	5.2325	
		7	2744	7.4245	23.776	2823	0.897	5.436	
		8	2196	6.9445	21.281	2463	1.5135	5.8195	
		9	512	8.119	11.3715	619	1.6155	6.6735	
		10	309	3.0905	10.354	324	1.158	1.8145	
		11	242	4.538	6.9495	299	0.927	1.5325	
		12	253	6.7225	6.88	260	1.124	1.379	
	2018 Total		10112	78.7415	166.1425	10276	11.9485	35.423	
	2019	1	190	5.904	4.876	191	0.6895	0.8075	
		2	245	4.384	5.655	224	0.554	1.155	
		3	329	6.657	7.518	306	0.813	1.2485	
		4	467	8.232	8.4695	441	0.629	1.443	
		5	737	5.8295	17.5095	655	0.673	1.676	
		6	2180	8.739	18.909	2043	0.7575	2.138	
		7	2867	5.0955	21.096	3036	1.1105	2.7005	
		8	2533	7.7545	19.3775	2819	1.269	2.7945	
		9	369	5.163	8.242	561	1.846	2.9695	
		10	271	6.2845	9.241	237	1.055	1.513	
		11	230	5.8855	7.9965	232	0.6705	0.8055	
		12	148	5.6705	5.3105	141	1.1785	0.316	
	2019 Total		10566	75.599	134.2005	10886	11.2455	19.567	
	2020	1	145	6.0165	6.243	142	0.615	0.404	
		2	174	4.931	7.381	169	0.5785	0.362	
		3	233	7.969	12.2565	124	0.617	0.537	
		4	24	3.5675	13.9905	15	0.6215	0.702	
		5	102	6.207	16.2975	98	0.581	0.4125	
		6	452	8.909	17.5065	260	0.669	1.4915	

Passenger Traffic at Petersburg

Airport_1	Year	Month	Direction	Values					
			Deplanements	Enplanements					
			Sum of T110_Rpax	Sum of T219_Usmail_Tons	Sum of T217_Freight_Tons	Sum of T110_Rpax	Sum of T219_Usmail_Tons	Sum of T217_Freight_Tons	
PSG	2018	1	1233	0.6565	12.2945	1195	2.0255	2.9555	
		2	1108	0.3955	13.425	1048	3.403	3.0365	
		3	1371	0.6555	14.755	1210	2.418	20.394	
		4	1489	0.4415	17.868	1460	2.0455	35.98	
		5	2493	0.532	14.2565	2215	5.4605	33.335	
		6	3143	0.327	13.6435	2574	4.0135	37.035	
		7	3130	0.614	17.4095	3146	3.2175	42.6315	
		8	3163	0.9355	12.771	3500	2.854	46.15	
		9	1665	0.5225	13.5045	2406	2.3935	35.2455	
		10	1624	0.359	18.543	1671	0.624	32.4395	
		11	1457	0.451	17.6435	1565	0.616	23.4565	
		12	1492	0.399	16.2175	1474	0.796	9.18	
	2018 Total		23368	6.289	182.3315	23464	29.867	321.839	
	2019	1	1293	0.835	11.8615	1386	0.739	5.7805	
		2	1119	0.377	11.0755	1078	0.6065	5.0525	
		3	1301	0.4015	17.7245	1279	0.733	28.895	
		4	1502	0.3035	17.369	1407	0.74	41.307	
		5	2439	0.4255	16.603	2137	0.615	43.365	
		6	3169	0.227	15.8505	2596	0.6295	39.2825	
		7	3045	0.3185	12.3905	2998	0.544	46.9285	
		8	2961	0.1655	11.5585	3431	0.6255	47.612	
		9	1595	0.3285	13.055	2336	0.5635	49.341	
		10	1545	0.4455	18.8605	1720	0.6	47.239	
		11	1310	0.25	19.1675	1467	0.598	24.954	
		12	1579	0.24	14.1965	1640	0.7135	7.397	
	2019 Total		22858	4.3175	179.7125	23475	7.7075	387.154	
	2020	1	1395	0.3865	6.9005	1248	0.672	4.6855	
		2	1175	0.1535	6.205	1167	0.599	6.326	
		3	1006	0.1835	6.644	849	0.5495	15.249	
		4	149	0.162	6.69	105	0.599	33.207	
		5	588	0.0975	7.864	287	0.666	60.601	
		6	1456	0.1185	7.8135	1126	0.565	49.8505	

Passenger Traffic at Wrangell

Airport_1	Year	Month	Direction	Values					
			Deplanements	Enplanements					
			Sum of T110_Rpax	Sum of T219_Usmail_Tons	Sum of T217_Freight_Tons	Sum of T110_Rpax	Sum of T219_Usmail_Tons	Sum of T217_Freight_Tons	
WRG	2018	1	755	0.276	11.1985	796	0.9455	1.852	
		2	917	0.3325	10.6045	836	1.109	2.5495	
		3	881	0.37	14.375	798	0.879	2.621	
		4	1090	0.147	10.5605	996	0.913	5.5215	
		5	1258	0.838	8.9365	1133	0.831	11.1845	
		6	1756	0.2595	9.7115	1267	0.9275	28.38	
		7	1813	0.497	10.138	2087	1.046	22.311	
		8	1482	0.3945	9.9905	1807	0.9135	19.0065	
		9	994	0.3565	8.69	1149	0.6465	17.245	
		10	1014	0.21	12.6915	1110	0.398	18.158	
		11	877	0.298	11.077	1073	0.411	6.5935	
		12	972	0.354	9.309	961	0.4675	3.831	
	2018 Total		13809	4.333	127.2825	14013	9.4875	139.2535	
	2019	1	1002	0.524	9.2765	1041	0.413	3.3945	
		2	932	0.1475	11.168	776	0.407	4.0235	
		3	893	0.147	10.172	851	0.336	10.5155	
		4	1011	0.166	12.987	945	0.313	11.5095	
		5	1218	0.1725	16.4745	1066	0.349	16.054	
		6	1651	0.327	12.095	1239	0.3385	23.4855	
		7	2051	0.191	10.143	2145	0.334	10.731	
		8	1701	0.151	10.6775	1967	0.4145	16.6935	
		9	1037	0.185	10.6765	1277	0.347	14.599	
		10	1211	0.298	15.3325	1305	0.368	35.139	
		11	894	0.254	12.9815	1046	0.386	5.255	
		12	1036	0.1465	12.5025	1079	0.374	3.3605	
	2019 Total		14637	2.7095	144.4865	14737	4.38	154.7605	
	2020	1	918	0.693	6.5515	919	0.459	3.4435	
		2	944	0.1085	5.402	799	0.3375	7.882	
		3	751	0.097	8.476	612	0.32	10.9775	
		4	129	0.1715	7.2775	69	0.316	26.2285	
		5	300	0.135	8.015	247	0.355	35.812	
		6	537	0.096	7.3315	469	0.353	34.3205	

Passenger Traffic at Yakutat

Airport_1	Year	Month	Direction	Values					
			Deplanements	Enplanements					
			Sum of T110_Rpax	Sum of T219_Usmail_Tons	Sum of T217_Freight_Tons	Sum of T110_Rpax	Sum of T219_Usmail_Tons	Sum of T217_Freight_Tons	
YAK	2018	1	339	0.413	14.5775	322	1.434	1.1675	
		2	372	0.3465	14.0275	355	1.629	1.5095	
		3	507	0.298	21.752	430	2.2435	6.372	
		4	1098	0.278	19.277	897	1.6035	32.653	
		5	1117	0.648	27.6175	1176	0.923	49.4335	
		6	1334	0.2615	38.9305	1127	1.039	60.517	
		7	1353	0.401	33.7035	1598	1.261	52.3285	
		8	1822	0.5895	35.219	1611	2.6605	52.914	
		9	2148	0.2835	29.2465	2454	1.706	42.201	
		10	652	0.453	22.0125	923	0.359	39.6895	
		11	417	0.308	16.741	516	0.13	6.581	
		12	412	0.296	16.0675	385	0.2315	3.892	
	2018 Total		11571	4.576	289.172	11794	15.22	349.2585	
	2019	1	418	0.528	13.968	443	0.1255	4.217	
		2	376	0.1645	14.305	388	0.1035	4.7495	
		3	522	0.1745	19.0725	430	0.141	23.871	
		4	1126	0.1335	22.077	987	0.1075	61.4165	
		5	1109	0.238	31.613	1144	0.102	68.6795	
		6	1293	0.083	26.043	1108	0.1065	51.47	
		7	1455	0.05	29.6065	1671	0.1015	46.872	
		8	2213	0.044	36.6905	2064	0.104	82.728	
		9	2179	0.092	26.939	2550	0.0915	62.8885	
		10	612	0.0805	28.495	838	0.1125	32.7115	
		11	543	0.4455	19.976	615	0.4265	4.771	
		12	454	0.12	18.7925	559	0.1005	6.6385	
	2019 Total		12300	2.1535	287.578	12797	1.6225	451.013	
	2020	1	418	0.0545	9.2995	389	0.1	5.0155	
		2	417	0.0255	11.2525	394	0.0815	1.661	
		3	375	0.047	17.2785	315	0.2085	24.014	
		4	59	0.051	18.758	45	0.1035	61.9405	
		5	240	0.039	27.3955	216	0.103	65.2015	
		6	637	0.021	31.9775	476	0.1015	79.8335	

Example of General Terms and Conditions for Essential Air Service

The air carrier understands that it may forfeit its compensation for any flights that it does not operate in conformance with the terms and stipulations of the rate Order, including the service plans outlined in the Order and any other significant elements of the required service, without prior approval. The air carrier understands that an aircraft take-off and landing at its scheduled destination constitutes a completed flight; absent an explanation supporting subsidy eligibility for a flight that has not been completed, such as certain weather cancellations, only completed flights are considered eligible for subsidy. In addition, if the air carrier does not schedule or operate its flights in full conformance with the Order for a significant period, it may jeopardize its entire subsidy claim for the period in question. If the air carrier contemplates any such changes beyond the scope of the Order during the applicable period of these rates, it must first notify the Office of Aviation Analysis in writing and receive written approval from the Department to be ensured of full compensation. Should circumstances warrant, the Department may locate and select a replacement air carrier to provide service on these routes. The air carrier must complete all flights that can be safely operated; flights that overfly points for lack of traffic will not be compensated. In determining whether subsidy payment for a deviating flight should be adjusted or disallowed, the Department will consider the extent to which the goals of the program are met and the extent of access to the national air transportation system provided to the community.

If the Department unilaterally, either partially or complete, terminates or reduces payments for service or changes service requirements at a specific location provided for under this Order, then, at the end of the period for which the Department does make payments in the stipulated amounts or at the stipulated service levels, the air carrier may cease to provide service to that specific location without regard to any requirement for notice of such cessation. Those adjustments in the levels of subsidy and/or service that are mutually agreed to in writing by the Department and air carrier do not constitute a total or partial reduction or cessation of payment.

Subsidy contracts are subject to, and incorporate by reference, relevant statutes and Department regulations, as they may be amended from time to time. However, any such statutes, regulations, or amendments thereto shall not operate to controvert the foregoing paragraph.

Funds may not be available for performance under this Order beyond [DATE]. The Government's obligation for performance under this Order beyond [DATE], is subject to the availability of funds from which payment for services can be made. No legal liability on the part of the Government for any payment may arise for performance under this Order beyond [DATE], until funds are made available to the Department for performance. If sufficient funds are not made available for performance beyond [DATE], the Department will provide notice in writing to the air carrier.

All claims for payment, including any amended claims, must be submitted within 90 days of the last day of the month for which compensation is being claimed. For example, claims for service provided in July must be filed by October 31st; August claims must be submitted by November 30th, and so on.



CITY AND BOROUGH OF WRANGELL

INCORPORATED MAY 30, 2008

P.O. BOX 531 (907)-874-2381
Wrangell, AK 99929 FAX (907)-874-3952

September 17, 2020

Dr. Debbe Lancaster, Superintendent
Wrangell Public Schools
PO Box 2319
Wrangell, AK 99929
Email: dlancaster@wpsd.us

Dear Dr. Lancaster:

On August 25, 2020 I sent an email on behalf of the EOC expressing concern about your reporting to the public of the role of the EOC in decision-making related to school district operations. That same email expressed secondary concerns about the lack of a response and isolation plan if a member of the faculty, staff or student body tests positive for COVID-19. This letter is a follow-up to that email expressing on-going EOC apprehension. The EOC has significant concern about maximum safety being achieved by the district related to COVID-19 mitigation – specifically a response and isolation plan if someone in the school district (especially a student) tests positive, or becomes symptomatic. It is the opinion of the EOC that the district is operating at an extremely high level of risk without this plan in place; thereby putting the whole community at greater risk.

During the September 16th EOC meeting this subject was broached again. Your response was confounding to the EOC as it suggested you were hearing about the importance of a response and isolation plan for the first time. Below is a summary of efforts to assist by the EOC, including continued encouragement to put a response and isolation plan in place.

- Early July: EOC begins working closely with Superintendent and school administration on reopening
 - State of AK not yet taking an active role with school districts
- July 13: twice weekly EOC Zoom meetings become more school focused with Superintendent
- This leads to more specific school meetings about the “Mitigation Handbook”
- EOC Staff (Dorianne Sprehe, Kate Thomas and Jamie Roberts) participate in meeting with school administration (Mr. Davis, Ms. Miller-Yancey, Dr. Lancaster) regarding Mitigation Handbook
 - EOC staff (Jamie Roberts) recommends Handbook is paired with a robust Mitigation Plan
- July 8: Sports Mitigation Plans provided by Mr. Carney
 - Review completed by Jamie Roberts
 - Questions asked via email – no response ever received

- Community Survey collaboration regarding reopening
 - Survey drafted by EOC staff, Kate Thomas
 - Survey released July 17
- July 20th: EOC staff participates in discussion with the Superintendent, Dr. Prysunka and Dr. Bruhl regarding reopening safety concerns
 - Following this meeting the EOC was informed there would be no further work on the Mitigation Handbook
- State of Alaska becomes more engaged in leading Smart Start planning
- No further review assistance requested of EOC
 - **NO sign-off or approval of plans by EOC staff**
- EOC staff (Dorianne Sprehe and Jamie Roberts) attend Dr. Harrison's presentation
 - They have conversations with Mr. Davis and Mr. Blatchley regarding the importance of further developing plans for safety, response, and isolation (including and isolation room)
 - **NO walkthrough was completed by EOC staff**
- August 26: EOC meeting discussion includes topic of response and isolation plans
 - Out of an abundance of concern, Mayor Prysunka states it would be irresponsible to open school without these plans in place

As is evident, the EOC has been advocating for a response and isolation plan for many weeks. The school district is solely responsible for the decisions related to opening and operating in the time of COVID. That begs the question why the EOC continues to raise this issue. The answer is twofold. First, we want the students, faculty and staff of Wrangell Public Schools to be happy, healthy, safe, and able to maintain education with continuity and the maximum degree of normalcy. Second, quite simply, Wrangell Public Schools does not exist in a vacuum. All of the students, faculty and staff go home to their families. Those families include parents and spouses who work. To help keep the business community open and operating, we must avoid a widespread outbreak of COVID-19. The last thing we want to happen is a rollback of business operations. We are all in this together – including the school district. One Team, One Fight – against COVID.

One critical component to avoiding a widespread outbreak is a response and isolation plan if anyone at the district tests positive or begins showing symptoms. This includes having staff trained and appropriate PPE at the ready to minimize any further exposure risk. For everyone's safety the EOC is respectfully requesting Wrangell Public Schools develop and implement a response and isolation plan as soon as possible.

The staff of the EOC is ready and willing to assist with plan review, resources, training and PPE acquisition. Please understand the urgency of this request. Please take advantage of the assistance we offer.

Sincerely,



Lisa Von Barga
Borough Manager/EOC Member

Police Department Report for the Month of August 2020

During the month of August, 2020, the Correctional Staff had no days of vacation time which resulted in no days of overtime. We also had two people out for Covid related reasons which resulted in 2days of overtime. The number of people housed at the jail were:

6 in January, with 42 days served between them

8 in February with 146 days served between them

7 in March with 47 days served between them

2 in April with 31 days served between them

3 in May with 47 days served between them

11 in June with 84 days served between them

5 in July with 76 days served between them

4 in August with 41 days served between them

Attached is a summary of all the calls for service that the Police Department received in the month of August, 2020. We had 132 calls for service. You will notice that there is a difference in the number of people booked and the number held for the month of August. That is because one person that had been held was arrested last month and was still housed in our facility,

August 2020 Stats			
ALCOHOL OFFENSES		ANIMAL VIOLATIONS	
Citizen Report DWI		Animal Citations	1
DWI		Bear Complaints	
Contributing to Delinquency of Minor		Bird Complaints	1
Furnishing Alcohol to Minor		Cat Complaints	
Intoxicated Person	1	Cruelty to Animals	
Minor on Licensed Premises		Dog Complaints	4
MIPC		Dog Bites	
Refuse Chemical Test		Other Animal Complaints	2
CRIMES AGAINST PERSON		CITY OFFENSES	
Assault non-family-strong-arm		Curfew Violation	
Assault 1		Fireworks Prohibited	
Assault 2		Littering	1
Assault 3		Truancy	
Assault 4			
Assault with Weapon		MISCELLANEOUS OFFENSES	
Child In Need	1	Conditions of Release Violation	
Indecent Exposure		DVO Violation	
Misconduct Involving Weapons		MISC 3	
Sexual Abuse of Minor		MISC 4	
Sexual Assault	2	MICS 6	
Sexual Harassment		Minor with Tobacco	
Suicide Threat	1	Probation Revocation	
Stalking		Probation Violation	
CRIMES AGAINST PROPERTY		Restraining Order Violation	
Arson		SOR Violation	
Attempted Theft		OFFENSES AGAINST PUBLIC ORDER	
Burglary	1	Discharge Firearms	
Criminal Trespass	3	Disturbance	11
Forgery		Disorderly Conduct	
Fraud	1	Domestic Disturbance	2
Larceny from Business		Failure to Obey Police Officer	
Larceny from Others	2	Fight	
Larceny from Residence		Harassment	1
Malicious Mischief		Interfering with Arrest	
Malicious Mischief Business		Interfering with Report of Crime	
Malicious Mischief Private Property		Loitering	
Theft of Services		Peeping Tom	
Theft from Watercraft		Report of Gunshots	
Vehicle Theft		Resisting Arrest	
		Soliciting	
		Vagrancy	

August 2020 Stats Page 2			
TRAFFIC OFFENSES			
Abandoned Vehicle	1	Funeral Escort	
Citation Equipment/Registration	1	Health & Safety	
Citation License Violations	1	Illegal Entry	
Citation Parking		Inmate Booking	3
Citation Speeding	2	Inmate Incident	
Complaint ATV		Juvenile Contacts	
Complaint Parking	3	Lost Property	
Complaint Reckless Driving	1	Miscellaneous Paper Service	1
Complaint Speeding	1	Missing Person	
Failure to Yield to Pedestrian		911 Wrong Number/No One There	5
Failure to Yield to School Bus		NFS Checks	
Hit & Run		Order to Show Cause	
Traffic Accident/Fatal		Officer Injury	
Traffic Accident/Injury		Oversized Load Permit	
Traffic Accident/No Injury	1	Prisoner Transport	
Traffic Accident/Property Damage		Possible Fugitive	
Traffic Hazard		Probation Referral (juvenile)	
Unauthorized Use of Vehicle		Prowler Report	
Vehicle Impound		Reckless Endangerment	
Verbal Warning	7	Recovered Firearm	
		Runaway	
MISCELLANEOUS ENTRIES			
		Search Warrant	
		Security Check	
Agency Assist	42	SOR Registration	
Arrest Warrant (other Agency's)		Shoplifting	
Background Check		Subpoena Service	7
Bench Warrant (our Agency)		Summons Service	5
Brady Law		Suspicious Circumstance	7
Burglar Alarm		Stolen Property	
Citizen Assist	8	Title 47	
Civil Matter	1	Unattended Death	
Controlled Burn		Unsecured Premises	1
Courtesy Transport	1	Vacation Check	
Dance Permit		Watercraft Accident	
Death Investigation		Welfare Check	6
Death Notification			
DMV Items Issued	2968.00	62	UCR INFO
DVO Service			
Drug Information	1	Physical Arrests	3
Drug Interdiction		Theft \$ Amount	
86'd Letter		Vehicle Theft \$ Amount	
EDP			
Extra Patrol		JUVENILE INFO	
Fire		Arrests	
Found Property		Contacts	
		Crime	
		Traffic Stops or Citations	

**City and Borough of Wrangell
Irene Ingle Public Library Report
Director: Margaret Villarma
September, 2020**

Summer Reading Program

The Summer Reading Program ended on July 31st. We had 95 students participate in the program this year. Since we were not able to have our usual pool party we drew the winning tickets at the library. We had 146 drawings which included cash, outdoor equipment, toys, and even a shrimp pot. Along with the prizes, the children who completed the program were given a gift certificate to attend a movie at the Nolan Center Theater along with popcorn, pop and candy. The funds for this were provided by a grant from First Bank.

Masks

We are still getting requests for masks. Our mask supply is running low so we have put out a request to the community for more cloth masks.

Storytime

The staff has been gearing up for our fall storytime. It will be held on Facebook live again. We are planning on providing maker kits for our storytime participants. The program will run every Friday morning until December 18th.

Grants

We have just begun the process of reupholstering all the chairs in the library. The fabric has been selected and ordered. Jenice Grover with Busy Beehive will be doing the work. The money for this project was part of our IMLS Grant through the WCA.

We are working on a grant from Alaska Airlines to help finance the Summer Reading Program for summer 2021.

STEM Kits

The Friends of the Library have generously agreed to provide funds to purchase materials to make STEM kits. The kits will be available for checkout. The STEM Kits will include activities that will expose children to circuitry, robotics, engineering and more. The staff is in the process of developing these kits.

MEMORANDUM

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

FROM: MS. CAROL RUSHMORE, ECONOMIC DEVELOPMENT DIRECTOR

SUBJECT: Economic Development Department

DATE: September 17, 2020

Tourism:

The Branding Team has had the kickoff meeting with Spawn Ideas to begin the Visitor Industry branding process. The initial phase involves research and will include a number of interviews with businesses and residents.

Ceona Koch was hired as a temporary worker to assist the Wrangell CVB with their COVID-19 Tourism Marketing plan approved by the Assembly in July (a temporary worker was included in the plan) and to provide assistance in the front office on occasion and when they are down staff to cover the front desk. Her position is paid for from CARES funds and terminates the end of December.

Economic Development:

The Economic Development Committee has submitted a number of suggested eligibility changes to 6 of the 7 existing CARES grant programs. The grant application period is still open having been extended to November 1, 2020. The dispersal amounts of the Targeted Business Grant and the Small Business Grant have been increased (maximum \$6000 and \$2000, respectively) and for businesses that have already received payment, they will receive a retroactive automatic payment of the difference. The Small Business Grant which currently is available to commercial fisherman, will now also be available to deckhands that meet the new criteria. Changes to the applications are in process and should be updated online by Monday.

Grant Status as of Thursday September 17, 2020:

210 applications submitted requesting	\$278,141
183 have been paid	\$234,481
192 apps have been processed	\$241,141
9 apps need additional information	
18 have been denied (requesting \$37000)	
75 apps for small business grant by fishermen	\$75,000
61 apps for small business grant other than fisherman	\$61,000
12 apps for Accounting assistance	\$1721 approved
10 apps for lift fee assistance	\$3160 approved

1 app Vessel Repair Extended Stay	\$300 approved
10 apps for the Social Service Grant	\$21,000 approved
3 apps for the Food Assistance Grant	\$6000 approved
31 apps for Targeted visitor assistance	(8) accommodations (9) retail (14) excursions \$93,000

A General Household Relief Grant has been developed to provide \$500 per household for households that have been impacted by COVID-19. Eligibility criteria and the documentation for the application is being finalized and the application should be available online next week.

Planning and Zoning:

The Commission has reviewed 5 survey plats over the last month and is working on recommendations for changes to the Institute Master Plan. With the Assembly's approval of residential north of the creek that bisects the property, they are reviewing the need for and type of commercial activity that might still be appropriate at the site in the future. Draft zoning had been developed, but with change in the north side of the property to all residential, the Commission is going to relook at what they developed and make necessary changes. Public hearings will likely be scheduled before end of year on the master plan and zoning.

GIS Mapping Updates:

Staff has been working with our GIS contractor to update our mapping system with new subdivisions, errors etc. We are still sorting out a few of the necessary changes and mapping issues but hopefully will be completed soon. There have been some unexpected inconsistencies between the MARS tax database and the mapping categories. Once this is complete then the online mapping will be updated.

COVID-19:

Staff spends a large portion of time working on COVID-19 efforts from the perspective of impacts to businesses, industries, tourism, and general travel issues. Webinars have tapered off. Most webinars now are conferences that have moved online, specific training opportunities for businesses or for staff that have moved online, and regional efforts on impacts or concerns shared by various groups.

Chugach Ranger Boat:

Staff have met with the USFS regarding the fill needed to move the M/V Chugach into position. The signed MOU indicated the process would be completed by the end of September. The USFS has just awarded the contract and are expected to have the fill completed by end of year. This is an agenda item to seek an extension for the work until December, including the no fee paid for the storage of the vessel in the Marine Service Center.

Community Development Block Grant:

Staff have been working with the State CDBG staff to determine if Wrangell is eligible to apply in 2020. The basic criteria is that a community must be 51% LMI (low moderate income). We conducted a survey in 2017 to challenge their decision that Wrangell was only 49%LMI and the statistically valid survey showed that we were at 53%LMI. In the grant handbook however they had two LMI figures for Wrangell. Once our LMI eligibility was determined, the next step was getting approval from the State that our previous grant for the Fire Truck was substantially complete. Almost 95% of the grant funds

received for the firetruck have been utilized, however the firetruck is not expected for delivery until next year. The State has ruled that because of the delivery time and potential for changes/additions on inspection, that Wrangell is not substantially complete with the project and there by ineligible for making an application this year. Next year, our LMI will be determined by the 2020 Census household median income.

Landless Legislation:

Borough Manager and staff met with John Crowther staff to the Senate Energy Committee and working with Senator Murkowski on the legislation for the Landless bill. The intent of the meeting was to understand the process, the development of the legislation, ask questions regarding the legislation sections and to identify potential concerns that the Borough may have in regards to the Landless selections. Maps had recently been provided and the Borough staff reviewed them to identify community uses. Mr. Crowther indicated that an updated version of the bill would be presented in the next couple of weeks. Staff identified primary concerns of road access, recreation uses, and subsistence use. Staff also suggested that if developed USFS recreational areas were to go to the tribes that perhaps the USFS could receive funds to replace the sites that may no longer have public access.

Central Tongass Landscape Level Analysis:

Staff met with Carey Case, Joni Johnson and Clint Kolarich regarding the Central Tongass project status and learned that the project has been paused. The Prince of Wales project received an adverse decision from the courts requiring that the vegetation portion of the analysis should be more site specific in order to complete NEPA. The original process was that NEPA was conducted on all potential uses at a higher level scale, identifying conditions for such activities such as vegetation management, recreational uses, wildlife, scenic etc to occur. The USFS plans to issue a supplemental EIS in spring of 2022 and will look at outlining more specific sites for recreation, timber harvesting etc.

CITY AND BOROUGH OF WRANGELL PERMANENT FUND- Public/Government

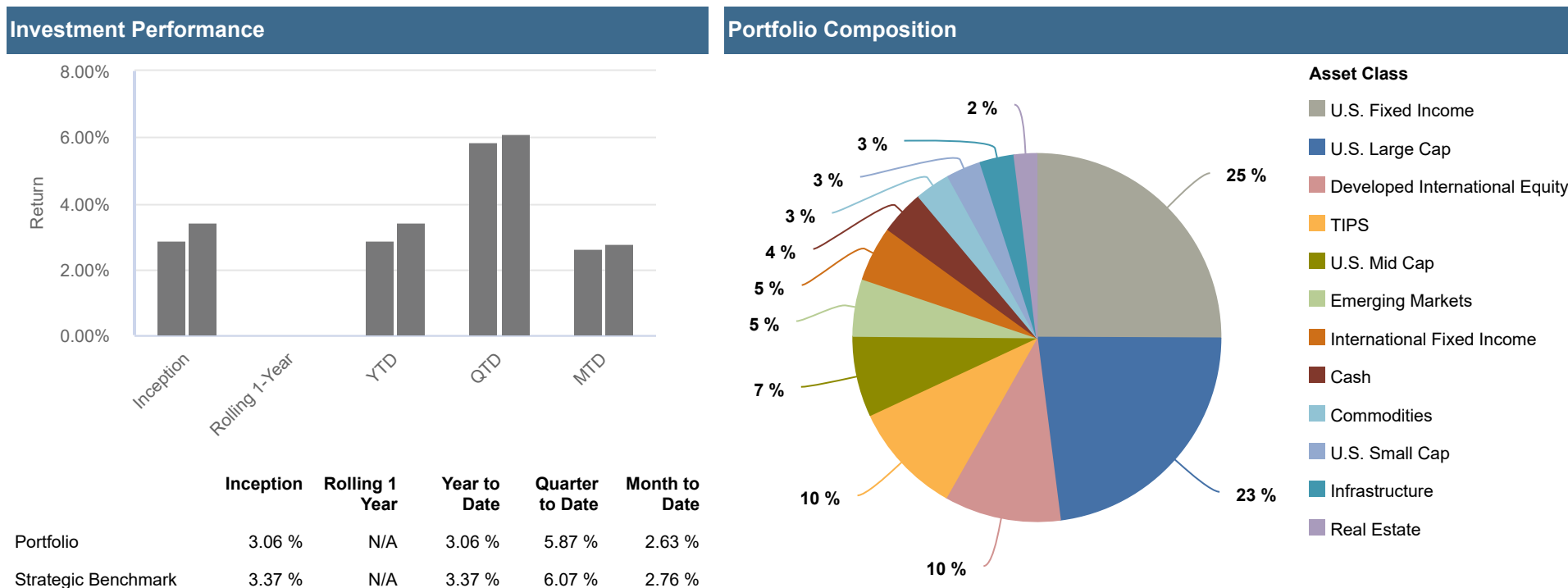
Account Statement - Period Ending 8/31/2020



ALASKA PERMANENT
CAPITAL MANAGEMENT
Registered Investment Adviser

Item e.

Account Activity		Management Team	
Portfolio Value on 8/1/2020	\$9,004,177.99	Client Relationship Manager:	Allison Capps
Contributions	\$0.00		Allison@apcm.net
Withdrawals	\$0.00	Portfolio Manager	Brandy Niclai, CFA®
Change in Market Value	\$229,266.72		Brandy@apcm.net
Dividends and Interest	\$4,543.38	Contact Phone Number:	(907) 272-7575
Portfolio Value on 8/31/2020	\$9,237,988.09		



Portfolio Summary and Targets

Allocation Range

Asset Class and Target	Market Value	Percent of Assets	Range:
Fixed Income (45.00 %)			
Fixed Income (45.00 %)			
U.S. Fixed Income (25.00 %)	\$2,314,821.28	25.06 %	15% to 35%
TIPS (10.00 %)	\$910,371.32	9.85 %	5% to 15%
International Fixed Income (5.00 %)	\$446,387.94	4.83 %	0% to 10%
Cash (5.00 %)	\$361,473.50	3.91 %	0% to 10%
Subtotal	\$4,033,054.04	43.66 %	
Equity (47.00 %)			
Equity (47.00 %)			
U.S. Large Cap (22.00 %)	\$2,118,410.51	22.93 %	12% to 32%
U.S. Mid Cap (7.00 %)	\$652,812.30	7.07 %	0% to 15%
U.S. Small Cap (3.00 %)	\$280,642.18	3.04 %	0% to 6%
Developed International Equity (10.00 %)	\$944,800.41	10.23 %	5% to 15%
Emerging Markets (5.00 %)	\$464,083.10	5.02 %	0% to 10%
Subtotal	\$4,460,748.50	48.29 %	
Alternatives (8.00 %)			
Alternatives (8.00 %)			
Real Estate (2.00 %)	\$181,247.30	1.96 %	0% to 5%
Commodities (3.00 %)	\$285,246.40	3.09 %	0% to 6%
Infrastructure (3.00 %)	\$277,691.85	3.01 %	0% to 6%
Subtotal	\$744,185.55	8.06 %	
Total Portfolio	\$9,237,988.09	100.00 %	

Portfolio Appraisal

Quantity	Security	Security Symbol	Total Cost	Price	Market Value	Percent of Assets
U.S. Large Cap						
Quality Domestic Large Cap						
1,017.00	Flexshares Quality Divid Index	QDF	\$49,112.74	\$46.56	\$47,351.52	
Core Domestic Large Cap Equity						
5,929.00	SPDR S&P 500 Trust	SPY	\$1,919,135.54	\$349.31	\$2,071,058.99	
			\$1,968,248.28		\$2,118,410.51	22.93 %
U.S. Mid Cap						
Core Mid Cap Equity						
3,390.00	iShares Core S&P Mid-Cap ETF	IJH	\$676,731.18	\$192.57	\$652,812.30	
			\$676,731.18		\$652,812.30	7.07 %
U.S. Small Cap						
Core Domestic Small Cap Equity						
3,794.00	iShares Core S&P Small-Cap	IJR	\$306,761.20	\$73.97	\$280,642.18	
			\$306,761.20		\$280,642.18	3.04 %
Developed International Equity						
Core International Equity						
8,706.00	iShares MSCI EAFE	EFA	\$596,104.87	\$64.98	\$565,715.88	
6,171.00	iShares Core MSCI EAFE	IEFA	\$393,990.66	\$61.43	\$379,084.53	
			\$990,095.53		\$944,800.41	10.23 %
Emerging Markets						
Core Emerging Market Equity						
8,707.00	iShares Core MSCI Emerging Markets	IEMG	\$466,210.95	\$53.30	\$464,083.10	
			\$466,210.95		\$464,083.10	5.02 %
Real Estate						
Core Real Estate Equity						
1,279.00	Pacer Benchmark Industrial Real Estate Sector ETF	INDS	\$44,918.48	\$35.10	\$44,892.90	

Quantity	Security	Security Symbol	Total Cost	Price	Market Value	Percent of	Item e.
Real Estate							
Core Real Estate Equity							
1,820.00	JP Morgan Beta Builders MSCI US REIT ETF	BBRE	\$162,446.60	\$74.92	\$136,354.40		
			\$207,365.08		\$181,247.30	1.96 %	
Commodities							
Core Commodities							
6,648.00	iShares US Bloomberg Roll	CMDY	\$257,909.95	\$42.91	\$285,246.40		
			\$257,909.95		\$285,246.40	3.09 %	
Infrastructure							
Core Infrastructure Equity							
5,461.00	FlexShares STOXX Global Broad Infrastructure	NFRA	\$294,820.58	\$50.85	\$277,691.85		
			\$294,820.58		\$277,691.85	3.01 %	
U.S. Fixed Income							
Core US Fixed Income Taxable Fund/ETF							
26,168.00	Vanguard Total Bond Market	BND	\$2,229,628.08	\$88.46	\$2,314,821.28		
			\$2,229,628.08		\$2,314,821.28	25.06 %	
TIPS							
Core TIPS							
17,812.00	Vanguard Short-Term Inflation Protected Secs	VTIP	\$878,643.42	\$51.11	\$910,371.32		
			\$878,643.42		\$910,371.32	9.85 %	
International Fixed Income							
Core International Fixed Income Fund/ETF							
7,731.00	Vanguard Intl Bond Index	BNDX	\$441,320.88	\$57.74	\$446,387.94		
			\$441,320.88		\$446,387.94	4.83 %	
Cash							
Cash Sweep							
361,473.50	Schwab Bank Sweep	SchwabCash	\$361,473.50	\$1.00	\$361,473.50		
			\$361,473.50		\$361,473.50	3.91 %	

Quantity Security		Security Symbol	Total Cost	Price	Market Value	Percent of	Item e.
Total Portfolio			\$9,079,208.63		\$9,237,988.09	100.00 %	

Transaction Summary From 8/1/2020 - 8/31/2020

Trade Date	Settle Date	Security	Quantity	Trade Amount
Buy Exchange				
8/3/2020	8/5/2020	Schwab Bank Sweep	9,030.04	\$9,030.04
8/3/2020	8/5/2020	Schwab Bank Sweep	45,565.99	\$45,565.99
8/3/2020	8/5/2020	Schwab Bank Sweep	76,064.33	\$76,064.33
8/3/2020	8/5/2020	Schwab Bank Sweep	6,619.26	\$6,619.26
8/3/2020	8/5/2020	Schwab Bank Sweep	386,182.83	\$386,182.83
8/3/2020	8/5/2020	Schwab Bank Sweep	1,978.53	\$1,978.53
8/3/2020	8/5/2020	Schwab Bank Sweep	447.04	\$447.04
8/3/2020	8/5/2020	Schwab Bank Sweep	15,152.04	\$15,152.04
8/3/2020	8/5/2020	iShares Core MSCI EAFE	195.00	\$11,594.68
8/3/2020	8/5/2020	iShares MSCI EAFE	278.00	\$17,569.60
8/3/2020	8/5/2020	Vanguard Short-Term Inflation Protected Secs	311.00	\$15,745.93
8/3/2020	8/5/2020	Vanguard Intl Bond Index	99.00	\$5,756.43
8/3/2020	8/5/2020	FlexShares STOXX Global Broad Infrastructure	44.00	\$2,188.12
8/3/2020	8/5/2020	Pacer Benchmark Industrial Real Estate Sector ETF	1,279.00	\$44,918.48
8/3/2020	8/5/2020	Vanguard Total Bond Market	187.00	\$16,686.01
8/3/2020	8/5/2020	iShares US Bloomberg Roll	3,228.00	\$132,025.20
Buy Exchange Total:				\$787,524.51
Sell Exchange				
8/3/2020	8/5/2020	iShares Core S&P Mid-Cap ETF	-48.00	-\$9,030.04
8/3/2020	8/5/2020	iShares Edge MSCI USA Quality Factor	-449.99	-\$45,565.99
8/3/2020	8/5/2020	SPDR S&P 500 Trust	-231.00	-\$76,064.33
8/3/2020	8/5/2020	iShares Core S&P Small-Cap	-92.00	-\$6,619.26
8/3/2020	8/5/2020	iShares Short Treasury Bond	-3,487.92	-\$386,182.83
8/3/2020	8/5/2020	JP Morgan Beta Builders MSCI US REIT ETF	-27.00	-\$1,978.53
8/3/2020	8/5/2020	Flexshares Quality Divid Index	-10.00	-\$447.04
8/3/2020	8/5/2020	iShares Core MSCI Emerging Markets	-290.99	-\$15,152.04

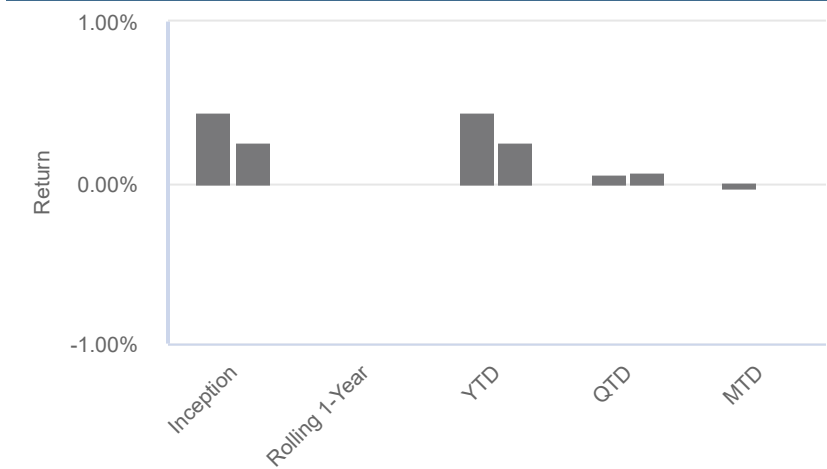
Trade Date	Settle Date	Security	Quantity	Trade A	Item e.
Sell Exchange					
8/3/2020	8/5/2020	Schwab Bank Sweep	-11,594.68		-\$11,594.68
8/3/2020	8/5/2020	Schwab Bank Sweep	-17,569.60		-\$17,569.60
8/3/2020	8/5/2020	Schwab Bank Sweep	-15,745.93		-\$15,745.93
8/3/2020	8/5/2020	Schwab Bank Sweep	-5,756.43		-\$5,756.43
8/3/2020	8/5/2020	Schwab Bank Sweep	-2,188.12		-\$2,188.12
8/3/2020	8/5/2020	Schwab Bank Sweep	-44,918.48		-\$44,918.48
8/3/2020	8/5/2020	Schwab Bank Sweep	-16,686.01		-\$16,686.01
8/3/2020	8/5/2020	Schwab Bank Sweep	-132,025.20		-\$132,025.20
Sell Exchange Total:					-\$787,524.51
Dividends and Interest					
8/6/2020	8/6/2020	Vanguard Total Bond Market	0.00		\$4,124.22
8/6/2020	8/6/2020	Vanguard Intl Bond Index	0.00		\$362.52
8/7/2020	8/7/2020	iShares Short Treasury Bond	0.00		\$55.31
Dividends and Interest Total:					\$4,542.05
Dividend Interest Reinvested					
8/15/2020	8/15/2020	Schwab Bank Sweep	0.31		\$0.31
8/15/2020	8/15/2020	Schwab Bank Sweep	1.02		\$1.02
Dividend Interest Reinvested Total:					\$1.33
Exchange and Other Trade Fees					
8/3/2020	8/5/2020	iShares Core S&P Mid-Cap ETF	0.00		-\$0.20
8/3/2020	8/5/2020	iShares Edge MSCI USA Quality Factor	-0.01		-\$1.01
8/3/2020	8/5/2020	SPDR S&P 500 Trust	-0.01		-\$1.68
8/3/2020	8/5/2020	iShares Core S&P Small-Cap	0.00		-\$0.15
8/3/2020	8/5/2020	iShares Short Treasury Bond	-0.08		-\$8.53
8/3/2020	8/5/2020	JP Morgan Beta Builders MSCI US REIT ETF	0.00		-\$0.04
8/3/2020	8/5/2020	Flexshares Quality Divid Index	0.00		-\$0.01
8/3/2020	8/5/2020	iShares Core MSCI Emerging Markets	-0.01		-\$0.33
Exchange and Other Trade Fees Total:					-\$11.95

Trade Date	Settle Date	Security	Quantity	Trade A	Item e.
Advisory Fees Paid					
8/20/2020	8/20/2020	Schwab Bank Sweep	-3,084.38		-\$3,084.38
Advisory Fees Paid Total:					-\$3,084.38

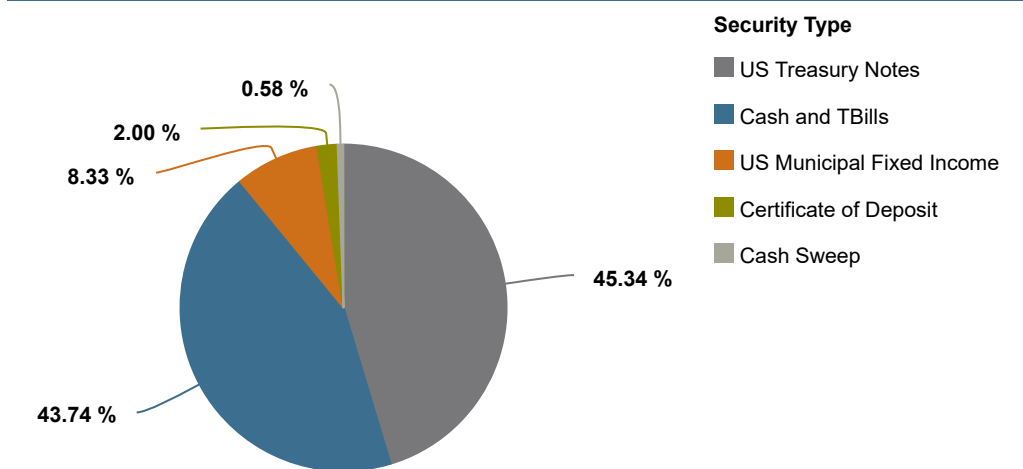
Realized Gain/Loss

Acquired Date	Units	Security	Cost Basis	Proceeds	Total Gain/Loss
CITY AND BOROUGH OF WRANGELL PERMANENT FUND-Public/Government					
1/15/2020	10.00	Flexshares Quality Divid Index	\$488.70	\$447.04	-\$41.66
1/15/2020	291.00	iShares Core MSCI Emerging Markets	\$15,961.26	\$15,152.04	-\$809.22
1/15/2020	48.00	iShares Core S&P Mid-Cap ETF	\$9,961.13	\$9,030.04	-\$931.09
1/15/2020	92.00	iShares Core S&P Small-Cap	\$7,776.00	\$6,619.26	-\$1,156.74
2/3/2020	450.00	iShares Edge MSCI USA Quality Factor	\$45,279.78	\$45,565.99	\$286.21
1/27/2020	3,488.00	iShares Short Treasury Bond	\$386,044.25	\$386,182.83	\$138.58
1/15/2020	27.00	JP Morgan Beta Builders MSCI US REIT ETF	\$2,415.15	\$1,978.53	-\$436.62
1/15/2020	231.00	SPDR S&P 500 Trust	\$75,919.67	\$76,064.33	\$144.66
CITY AND BOROUGH OF WRANGELL PERMANENT FUND-Public/Government Total:			\$793,414.77	\$790,608.89	-\$2,805.88

Portfolio Value on 8/1/2020	\$5,029,742.73	Client Relationship Manager:	Allison Capps
Contributions	\$0.00		Allison@apcm.net
Withdrawals	\$0.00	Portfolio Manager	Brandy Niclai, CFA®
Change in Market Value	-\$5,938.38		Brandy@apcm.net
Dividends and Interest	\$15,611.96	Contact Phone Number:	(907) 272-7575
Portfolio Value on 8/31/2020	\$5,028,476.14		



	Inception	Rolling 1 Year	Year to Date	Quarter to Date	Month to Date
Portfolio	0.47 %	N/A	0.47 %	0.07 %	-0.01 %
Strategic Benchmark	0.24 %	N/A	0.24 %	0.05 %	0.00 %



Average Quality: AAA Yield to Maturity: 0.12% Average Maturity: 1.18 Yrs

Portfolio Appraisal

Quantity	Security	Security Symbol	Total Cost	Price	Market Value	Percent of Assets
U.S. Fixed Income						
US Municipal Fixed Income						
25,000.00	WI St Ser A BE 5.00% 5/1/2022	97705MMR3	\$26,192.08	\$1.08	\$27,426.42	
50,000.00	N Slope Boro Ak 5.00% 06/30/2022	662523F53	\$50,417.50	\$1.00	\$50,610.11	
25,000.00	Washington St GO Ref Bds Ser R-2012A 5.00% 7/1/2022	93974CC73	\$25,468.44	\$1.04	\$26,218.58	
25,000.00	MD St Go Utx 5.00% 8/1/2022	574193PA0	\$26,535.99	\$1.09	\$27,425.67	
25,000.00	Mississippi St GO Ref Bds 2003 Ser A 5.25% 11/1/2022	605580DJ5	\$26,641.45	\$1.11	\$28,157.75	
35,000.00	WA St 5.00% 2/1/2023	93974DKP2	\$37,195.16	\$1.12	\$39,184.48	
35,000.00	OH St GO Higher Ed Bds Ser 2017 A 5.00% 5/1/2023	677522PZ1	\$37,411.01	\$1.13	\$40,041.28	
25,000.00	MA State 5.00% 7/1/2024 PRRFD: 07/01/22	57582P3W8	\$25,902.17	\$1.09	\$27,399.83	
30,000.00	Massachusetts St GO Bds Ser 2011D 5.00% 10/1/2026 PRRFD: 10/01/21	57582PB74	\$30,800.55	\$1.05	\$32,182.00	
50,000.00	Wa State Motor Vehicle Tax Senior 520 Corridor Program Toll Series C General Obligation Unlimited 5.00% 6/1/2028 PRRFD: 06/01/21	93974CG38	\$51,158.29	\$1.03	\$52,331.50	
65,000.00	Massachusetts St GO Bds Ser. 2013D 5.00% 8/1/2033 PRRFD: 8/1/2021	57582PN63	\$66,720.62	\$1.04	\$68,124.33	
US Treasury Notes						
155,000.00	US Treasury Note 2.625% 5/15/2021	9128284P2	\$157,568.16	\$1.02	\$158,899.05	
205,000.00	US Treasury Note 2.125% 8/15/2021	912828RC6	\$208,329.71	\$1.02	\$209,044.99	
125,000.00	US Treasury Note 2.875% 10/15/2021	9128285F3	\$128,250.30	\$1.03	\$130,173.43	
85,000.00	US Treasury Note 2.875% 11/15/2021	9128285L0	\$87,436.54	\$1.03	\$88,505.88	
200,000.00	US Treasury Note 2.50% 2/15/2022	9128286C9	\$205,905.08	\$1.03	\$207,066.98	
180,000.00	US Treasury Note 1.75% 5/15/2022	912828SV3	\$183,925.47	\$1.03	\$185,841.62	
180,000.00	US Treasury Note 1.50% 8/15/2022	912828YA2	\$183,458.70	\$1.03	\$184,919.93	
80,000.00	US Treasury Note 1.625% 11/15/2022	912828TY6	\$81,873.12	\$1.03	\$82,997.85	
80,000.00	US Treasury Note 2.00% 2/15/2023	912828UN8	\$82,761.93	\$1.05	\$83,733.91	
300,000.00	US Treasury Note 0.25% 4/15/2023	912828ZH6	\$300,035.38	\$1.00	\$301,116.74	

Quantity	Security	Security Symbol	Total Cost	Price	Market Value	Percent of	Item e.
U.S. Fixed Income							
US Treasury Notes							
400,000.00	US Treasury Note 0.25% 06/15/2023	912828ZU7	\$399,905.40	\$1.00	\$401,401.12		
230,000.00	US Treasury Note 2.50% 8/15/2023	912828VS6	\$246,196.76	\$1.07	\$246,167.83		
			\$2,670,089.81		\$2,698,971.28	53.67 %	
Cash							
Cash and TBills							
150,000.00	US Treasury Bill 0.00% 9/15/2020	9127963Y3	\$149,852.42	\$1.00	\$149,995.50		
500,000.00	US Treasury Bill 0.00% 9/22/2020	9127963Z0	\$499,758.61	\$1.00	\$499,975.00		
500,000.00	US Treasury Bill 0.00% 10/15/2020	9127962R9	\$499,693.00	\$1.00	\$499,940.00		
150,000.00	US Treasury Bill 0.00% 10/29/2020	9127962T5	\$149,979.30	\$1.00	\$149,976.00		
500,000.00	US Treasury Bill 0.00% 11/12/2020	9127962Z1	\$499,884.00	\$1.00	\$499,895.00		
400,000.00	US Treasury Bill 0.00% 12/10/2020	9127963J6	\$399,645.94	\$1.00	\$399,876.00		
Cash Sweep							
29,353.62	Schwab Bank Sweep	SchwabCash	\$29,353.62	\$1.00	\$29,353.62		
Certificate of Deposit							
100,000.00	Merchants Bk Carmel IN 1.00% 10/16/2020	588493MD5	\$100,000.00	\$1.00	\$100,493.74		
			\$2,328,166.89		\$2,329,504.86	46.33 %	
Total Portfolio			\$4,998,256.70		\$5,028,476.14	100.00 %	

Transaction Summary From 8/1/2020 - 8/31/2020

Trade Date	Settle Date	Security	Quantity	Trade Amount
Buy Exchange				
8/1/2020	8/3/2020	Schwab Bank Sweep	25,000.00	\$ 25,000.00
8/1/2020	8/3/2020	Schwab Bank Sweep	35,000.00	\$ 35,000.00
8/1/2020	8/3/2020	Schwab Bank Sweep	100,000.00	\$ 100,000.00
8/1/2020	8/3/2020	Schwab Bank Sweep	80,000.00	\$ 80,000.00
8/4/2020	8/5/2020	US Treasury Note 2.50% 8/15/2023	230,013.99	\$ 246,600.06
8/11/2020	8/11/2020	Schwab Bank Sweep	500,000.00	\$ 500,000.00
8/11/2020	8/12/2020	US Treasury Bill 0.00% 11/12/2020	500,015.00	\$ 499,884.00
Buy Exchange Total:				\$ 1,486,484.06
Sell Exchange				
8/1/2020	8/3/2020	Minnesota St GO St Var Purp Bd S Callable 5.00% 8/1/2027 PRRFD: 08/01/20	-25,000.00	-\$ 25,000.00
8/1/2020	8/3/2020	Nevada St GO Ltd Bds 5.00% 8/1/2020	-35,000.00	-\$ 35,000.00
8/1/2020	8/3/2020	Alaska State 4.00% 8/1/2020	-100,000.00	-\$ 100,000.00
8/1/2020	8/3/2020	Minnesota St GO St Var Purp Bds Ser 5.00% 8/1/2021 PRRFD: 08/01/20	-80,000.00	-\$ 80,000.00
8/4/2020	8/5/2020	Schwab Bank Sweep	-246,600.06	-\$ 246,600.06
8/11/2020	8/11/2020	US Treasury Bill 0.00% 8/11/2020	-500,000.00	-\$ 500,000.00
8/11/2020	8/12/2020	Schwab Bank Sweep	-499,884.00	-\$ 499,884.00
Sell Exchange Total:				-\$ 1,486,484.06
Dividends and Interest				
8/1/2020	8/3/2020	Alaska State 4.00% 8/1/2020	0.00	\$ 2,000.00
8/1/2020	8/3/2020	MD St Go Utx 5.00% 8/1/2022	0.00	\$ 625.00
8/1/2020	8/3/2020	Massachusetts St GO Bds Ser. 2013D 5.00% 8/1/2033 PRRFD: 8/1/2021	0.00	\$ 1,625.00
8/1/2020	8/3/2020	Minnesota St GO St Var Purp Bds Ser 5.00% 8/1/2021 PRRFD: 08/01/20	0.00	\$ 2,000.00
8/1/2020	8/3/2020	Minnesota St GO St Var Purp Bd S Callable 5.00% 8/1/2027 PRRFD: 08/01/20	0.00	\$ 625.00

Trade Date	Settle Date	Security	Quantity	Trade A	Item e.
Dividends and Interest					
8/1/2020	8/3/2020	Nevada St GO Ltd Bds 5.00% 8/1/2020	0.00		\$ 875.00
8/1/2020	8/3/2020	WA St 5.00% 2/1/2023	0.00		\$ 875.00
8/4/2020	8/5/2020	US Treasury Note 2.50% 8/15/2023	0.00		-\$ 2,717.04
8/15/2020	8/17/2020	US Treasury Note 2.125% 8/15/2021	0.00		\$ 2,178.12
8/15/2020	8/17/2020	US Treasury Note 2.00% 2/15/2023	0.00		\$ 800.00
8/15/2020	8/17/2020	US Treasury Note 2.50% 8/15/2023	0.00		\$ 2,875.00
8/15/2020	8/17/2020	US Treasury Note 1.50% 8/15/2022	0.00		\$ 1,350.00
8/15/2020	8/17/2020	US Treasury Note 2.50% 2/15/2022	0.00		\$ 2,500.00
Dividends and Interest Total:					\$ 15,611.08
Dividend Interest Reinvested					
8/15/2020	8/15/2020	Schwab Bank Sweep	0.81		\$ 0.81
8/15/2020	8/15/2020	Schwab Bank Sweep	0.07		\$ 0.07
Dividend Interest Reinvested Total:					\$ 0.88
Exchange and Other Trade Fees					
8/4/2020	8/5/2020	US Treasury Note 2.50% 8/15/2023	-13.99		-\$ 15.00
8/11/2020	8/12/2020	US Treasury Bill 0.00% 11/12/2020	-15.00		-\$ 15.00
Exchange and Other Trade Fees Total:					-\$ 30.00
Advisory Fees Paid					
8/20/2020	8/20/2020	Schwab Bank Sweep	-628.70		-\$ 628.70
Advisory Fees Paid Total:					-\$ 628.70

Item e.

Realized Gain/Loss

Acquired Date	Units	Security	Cost Basis	Proceeds	Total Gain/Loss
CITY AND BOROUGH OF WRANGELL OPERATING FUND-Public/Government					
6/9/2020	500,000.00	US Treasury Bill 0.00% 8/11/2020	\$499,885.50	\$500,000.00	\$114.50
CITY AND BOROUGH OF WRANGELL OPERATING FUND-Public/Government Total:			\$1,240,398.20	\$1,240,512.70	\$114.50

Harbormaster's Report

September 2020

This year certainly has been a different one with the COVID-19 issue. As you can imagine vessel traffic has been significantly impacted. The transient summer yachting and fishing vessel traffic has been reduced by approximately 60 % or more as the season is still finishing up. We usually have about 350-400 vessels and this year we are at 135 as of September 10th. This obviously translates to less moorage, electrical fees and more importantly less revenue for main street.

With time not spent dealing with transient customers the staff has been doing more maintenance on the floats, cutting more trees and brush from parking lots to provide better views of floats for security and general cleanup. We are trying to do more holding things together if we can while things return to normal.

The Port has seen a dramatic decrease as well with the elimination of all cruise ship revenue. There are only three revenue streams in the port (barges, storage and cruise ships). When one of those is eliminated it reflects a large part of the revenue. We are hopeful that there may be some ships (probably small ones) in the spring that could help eat up some of the deficit.

The Marine Service Center has seen a small decrease in activity but still has been constant and trickling in. We are down about 8 boats for this time last year. I am not too worried as this industry can jump straight up at any moment. We are taking reservations for fall and winter projects and fishing is still going on and we will see a surge at the end of the season as well.

With all of that said the Harbor Department is well aware of the issues and is planning to operate as is with no frills. Steve Miller and I have been looking at projects we hoped to do and are looking at downsizing them or holding off where we can to help control spending the best we can.

In short, the Harbor Department will run in the black but we will have less to put into replacement or reserve funds. The Port will run in the red and until rates are adjusted and cruise ships return it will continue to do so. The department will look at other ways to manage that property that may alleviate costs and responsibility to the city. Harbor staff will get with Borough Manager to discuss this issue. The boatyard will do ok I believe as boat work can only be held off for so long.

CITY & BOROUGH OF WRANGELL, ALASKA

CLERK'S REPORT

SUBMITTED BY:

Kim Lane, MMC, Borough Clerk

Upcoming Meeting/Informational dates:

Sept 21-Oct 5 Absentee Voting Begins for the Regular Borough Local Election
(Clerk's office at City Hall from 8am to 4pm M-F)

Sept 30 RFQ due for the Water Treatment Plant Improvements Design project.

October 6th Election Day (from 8am – 8pm) at the Nolan Center

Oct 8 Canvass Board meets at 1pm / Special Assembly meeting to certify election at 6pm

Election Safety – We will be providing single-use face masks and sanitizer for voters. The workers will have face masks and face shields as well. Also, the election workers will have gloves to use (if they should choose to do so). I have ordered a mass amount of felt pens (new for the ballot and election equipment) and will have a dirty and clean bin for those pens. I will most likely be working the election this year.

The *Sample Ballot* for the October 6th Regular Borough Election is attached!

As of September 18th, I have not received any Write-In letters of interest.

I have received 10 requests from qualified voters to have their ballots mailed.

The upcoming Election dates are:

MUNICIPAL LOCAL BOROGUH ELECTION - Tuesday, October 6, 2020

GENERAL ELECTION (Federal -State of Alaska) - Tuesday, November 3, 2020

Here are the available Board/Commission seats:

Planning & Zoning	1 – three-year term
Parks & Recreation	2 – three-year terms
Wrangell Convention & Visitors Bureau	2 – three-year terms
Economic Development Committee	2 – three-year terms

Also, there are two additional seats available for the Parks & Recreation Board. One expiring October 2021 and the other October 2022. The Board Members who held those seats resigned. I have begun advertising for those vacancies and hopefully, the appointments will be made at the October 13th Assembly Meeting.

SAMPLE BALLOT FRONT

Item a.

INSTRUCTIONS TO VOTER: To vote for the issue/candidate of your choice, **fill in the oval next to the issue/candidate you want to vote for.** Place your ballot inside the secrecy sleeve and then take your ballot to the ballot box.

If you make a mistake while voting, return the ballot to the election official for a new one.
A vote which has been erased or changed will not be counted.



**CITY AND BOROUGH OF WRANGELL
OFFICIAL BALLOT
REGULAR ELECTION
OCTOBER 6, 2020**

Instructions:

To vote, completely fill in the oval next to your choice like this: ●

Use a blue or black ink pen to mark your ballot. **NO RED INK.** If you make a mistake, ask for a new ballot.

To vote for a person whose name is not printed on the ballot, fill in the oval and print the person's name on the blank line provided for a write-in candidate.

MAYOR TWO YEAR TERM VOTE FOR NO MORE THAN ONE	ASSEMBLY MEMBER THREE YEAR TERM VOTE FOR NO MORE THAN TWO
<input type="radio"/> STEPHEN PRYSUNKA <input type="radio"/> WRITE-IN	<input type="radio"/> RYAN HOWE <input type="radio"/> JENNIFER JACKSON <input type="radio"/> ANNE M. MORRISON <input type="radio"/> WRITE-IN <input type="radio"/> WRITE-IN
ASSEMBLY MEMBER UNEXPIRED ONE-YEAR TERM UNTIL OCTOBER 2021 VOTE FOR NO MORE THAN ONE	SCHOOL BOARD THREE YEAR TERM VOTE FOR NO MORE THAN ONE
<input type="radio"/> TERRY COURSON <input type="radio"/> BOB DALRYMPLE <input type="radio"/> WRITE-IN	<input type="radio"/> LAURA BALLOU <input type="radio"/> CONSTANCE HARRIS <input type="radio"/> WRITE-IN
PORT COMMISSION THREE YEAR TERM VOTE FOR NO MORE THAN ONE	PORT COMMISSION UNEXPIRED TWO-YEAR TERM UNTIL OCTOBER 2022 VOTE FOR NO MORE THAN ONE
<input type="radio"/> GARY MORRISON <input type="radio"/> WRITE-IN	<input type="radio"/> WRITE-IN

TURN BALLOT OVER - VOTE BOTH SIDES

SAMPLE BALLOT BACK

Item a.

INSTRUCTIONS TO VOTER: To vote for the issue/candidate of your choice, **fill in the oval next to the issue/candidate you want to vote for.** Place your ballot inside the secrecy sleeve and then take your ballot to the ballot box.

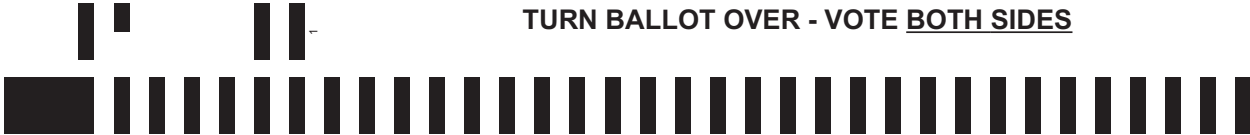
If you make a mistake while voting, return the ballot to the election official for a new one.
A vote which has been erased or changed will not be counted.

+



<p style="text-align: center;"><u>PROPOSITION 1</u></p> <p style="text-align: center;">Ratification of Ordinance 979</p> <p>Shall the City and Borough of Wrangell withdraw from, and no longer participate in, the port authority known as the Inter-Island Ferry Authority, as provided by Ordinance No. 979 of the City and Borough of Wrangell?</p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p>
--

TURN BALLOT OVER - VOTE BOTH SIDES



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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 22, 2020
	<u>Agenda Section</u>	11

Public Hearing: Seeking Community Comments on the Community Development Block Grant (CDBG) program, Fire Truck Purchase and for Staff to Provide a Status Update for the Project

SUBMITTED BY:

Carol Rushmore, Economic Development
Director and Tim Buness, Fire Chief

FISCAL NOTE:

Expenditure Required: \$XXX Total

FY 19: \$	FY 20: \$	FY21: \$
-----------	-----------	----------

Amount Budgeted:

	FY19 \$XXX
--	------------

Account Number(s):

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

Account Name(s):

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

Unencumbered Balance(s) (prior to expenditure):

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

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. The specs of August 2020 of the Fire Truck; 2. The updated specs with notes; 3. The original spec sheet; 4. Graphic of the Fire Truck

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.

RECOMMENDATION MOTION:

Public Hearing item only, no action required.


SUMMARY STATEMENT:

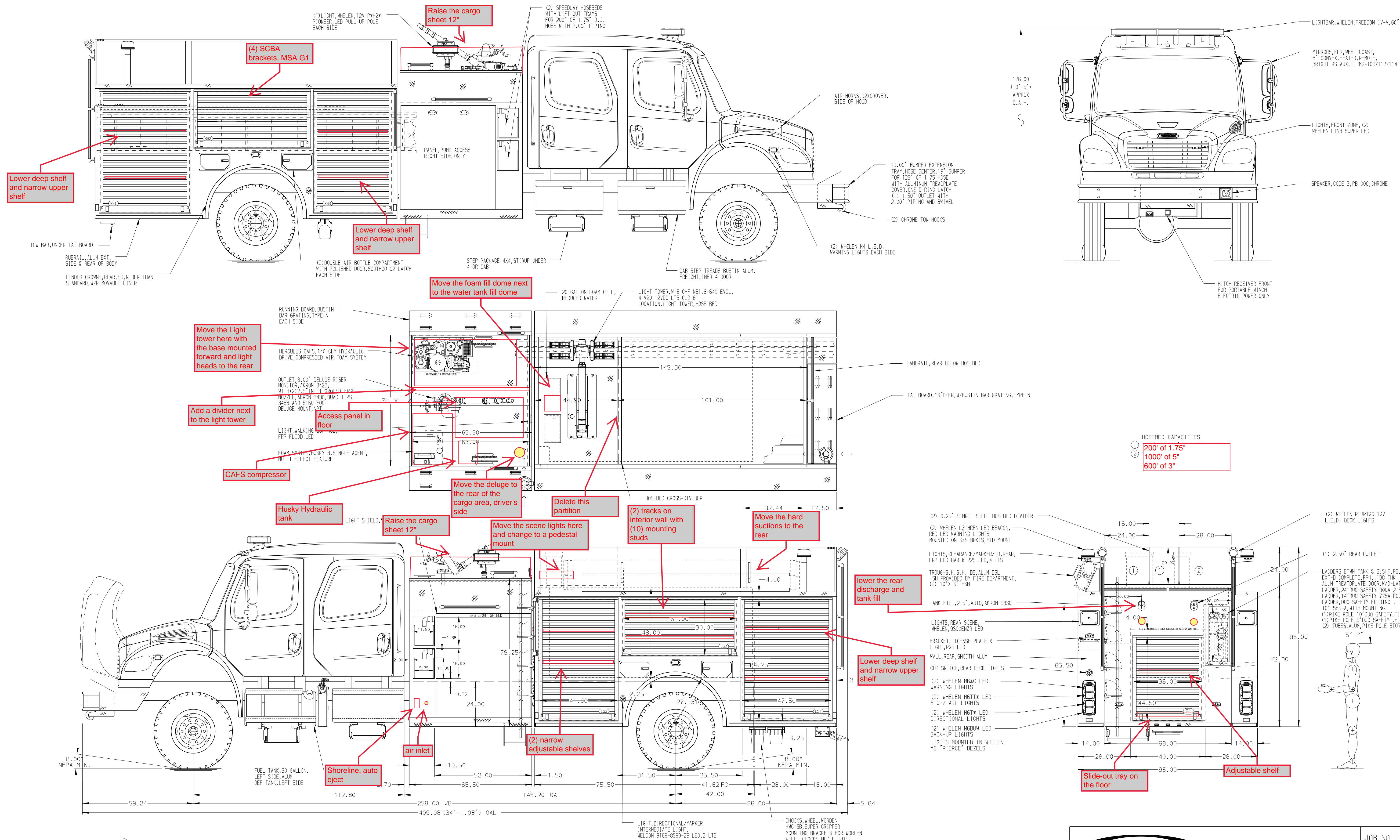
In 2018, the Borough applied for and received a Community Development Block Grant in the amount of \$337,500 to purchase a Fire Truck estimated to cost \$450,000. Part of the requirements of the CDBG program is to hold two public hearings. The first hearing is prior to the application submittal to allow the public an opportunity to suggest projects. The second hearing is during the project itself to provide a status report and to solicit concerns and comments from the public. This hearing is the second hearing. Staff will provide an updated status report to the public and should there be questions or comments, this hearing will provide the public an opportunity to speak.

The Fire Truck is currently under construction and is expected to be completed in late February. After inspection and final completion the Truck will hopefully arrive in Wrangell by end of March.




71

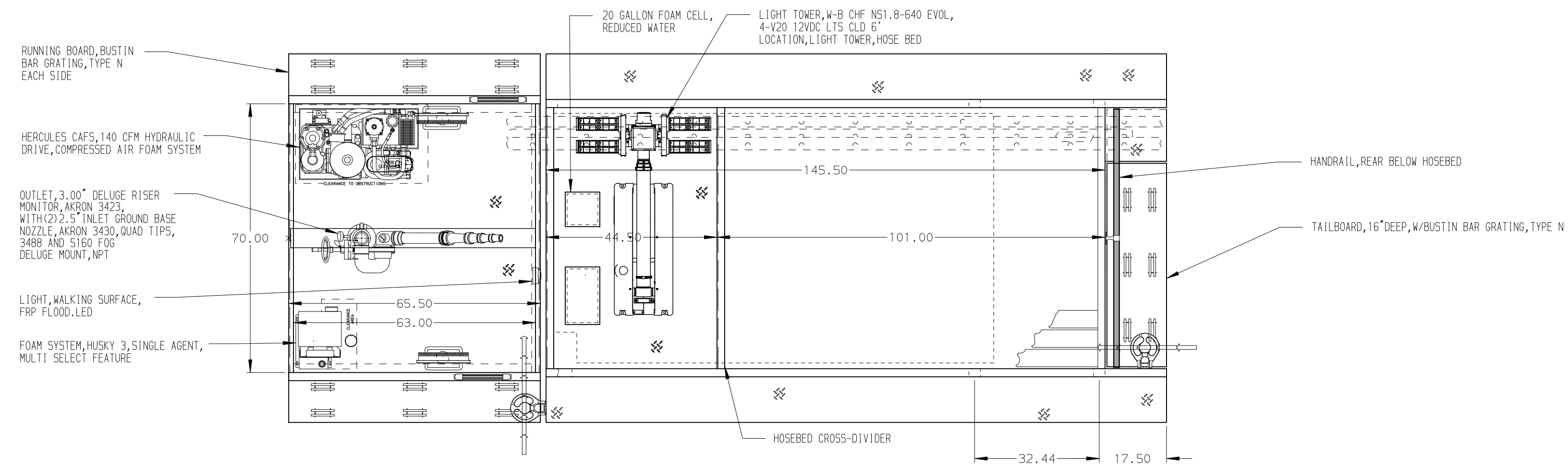
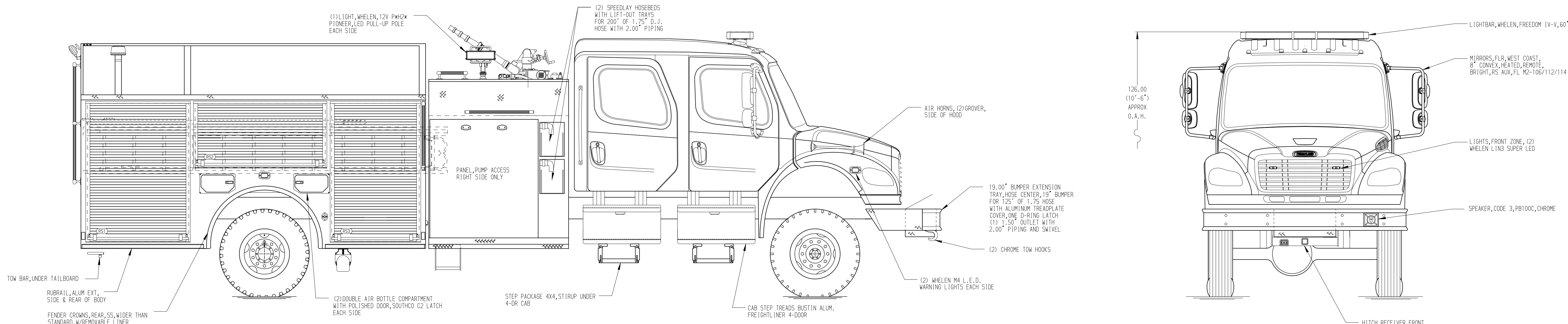
				CHASSIS DATA	TITLE	1500-D-980P W/ 20 FOAM,161"BODY,LSRRS FULL HEIGHT 52"SIDE CONTROL, (2)1.5"SPEEDLAYS W/POLY TRAYS	DRAWN BY	12MAY20
				MAKE			JLA	
	14AUG20	RHU	-	FL	FOR	WRANGELL VOLUNTEER FIRE DEPARTMENT WRANGELL, ALASKA	CHECKED BY RWI	14MAY20
				MODEL				
REV	DATE	JLA	RW I	M2-106 4x4	DWG NO.	34841 AD	SHEET SIZE D	SHEET NO. 1 OF 1
		BY	CH					



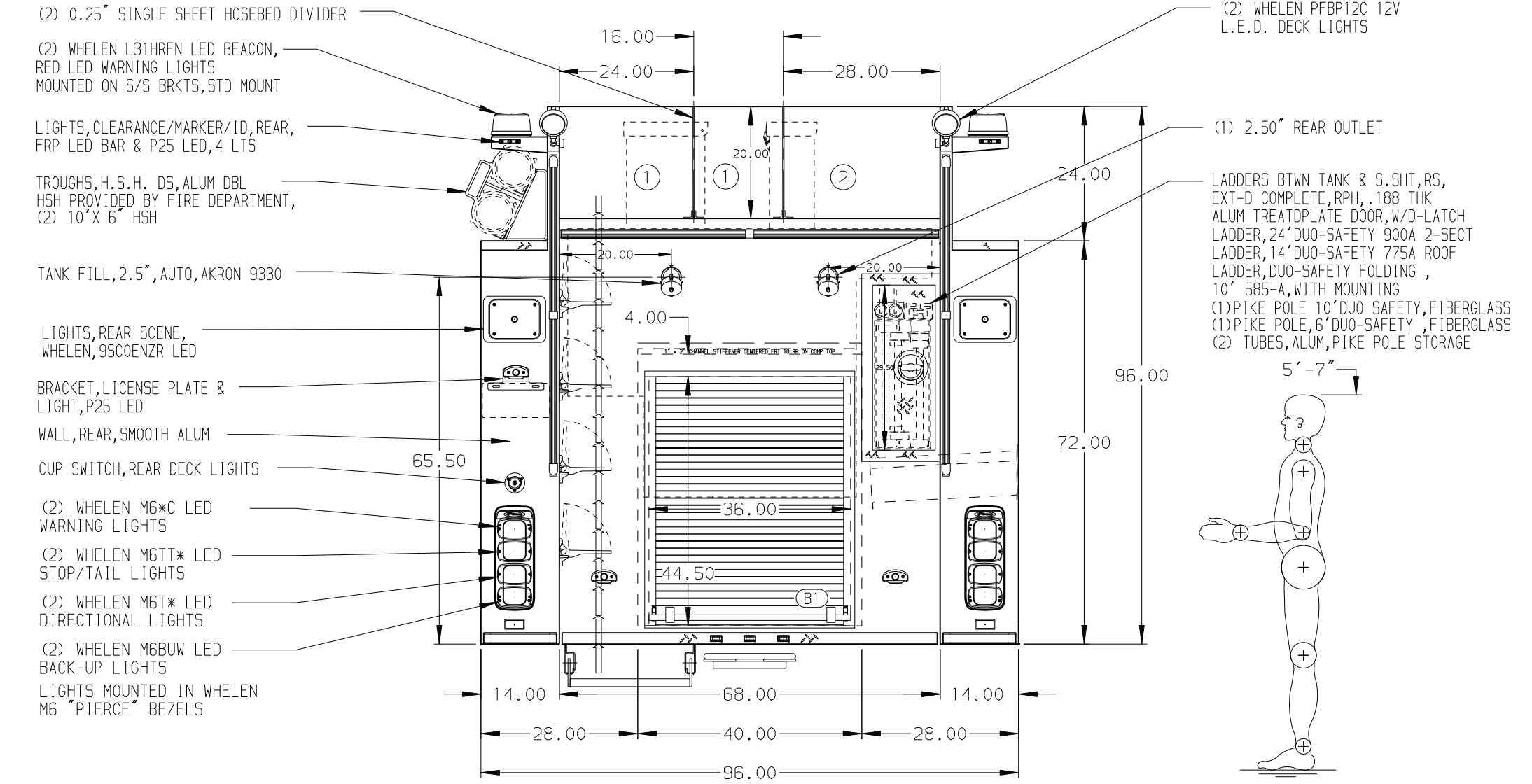
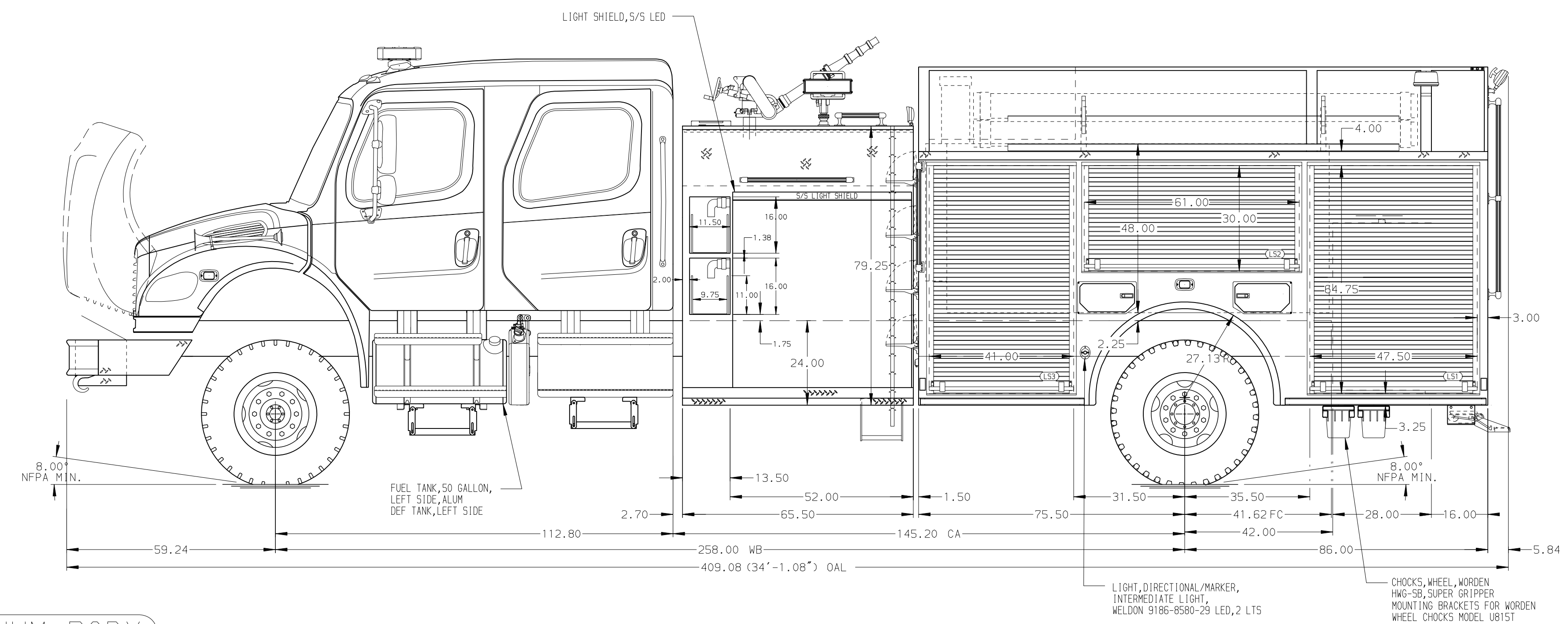
ALUMINUM BODY

NOTE
DIMENSIONS SHOWN ARE APPROXIMATE
AND ARE SUBJECT TO MINOR DEVIATIONS
AS MAY OCCUR OR BE NECESSARY IN
CONSTRUCTION.
MINOR DETAILS NOT SHOWN.

				CHASSIS DATA	TITLE	1500-D-980P W/ 20 FOAM, 161" BODY, LS&RS FULL HEIGHT 52" SIDE CONTROL, (2) 1.5" SPEED LAYS W/POLY TRAYS	DRAWN BY	JLA	12MAY20
				MAKE	FOR	WRANGELL VOLUNTEER FIRE DEPARTMENT	CHECKED BY	RWJ	14MAY20
				FL		WRANGELL, ALASKA			
	10JUN20	JLA	-	MODEL M2-106	DWG NO.	34841 AD	SHEET SIZE	D	SHEET NO. 1 of 1
REV	DATE	BY	CH						



- HOSEBED CAPACITIES
- ① 1000' OF 5.00" D.J. POLY HOSE
 - ② 1000' OF 3.00" D.J. POLY HOSE

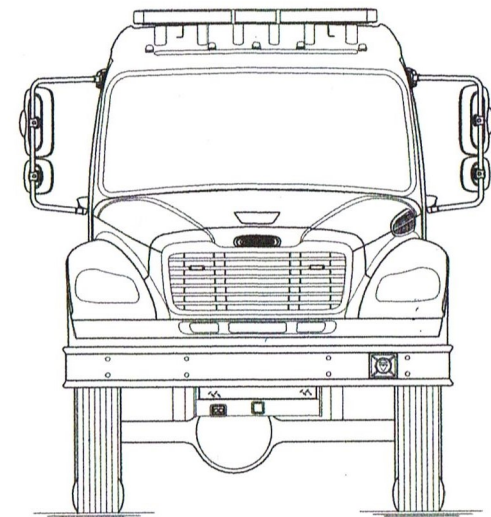
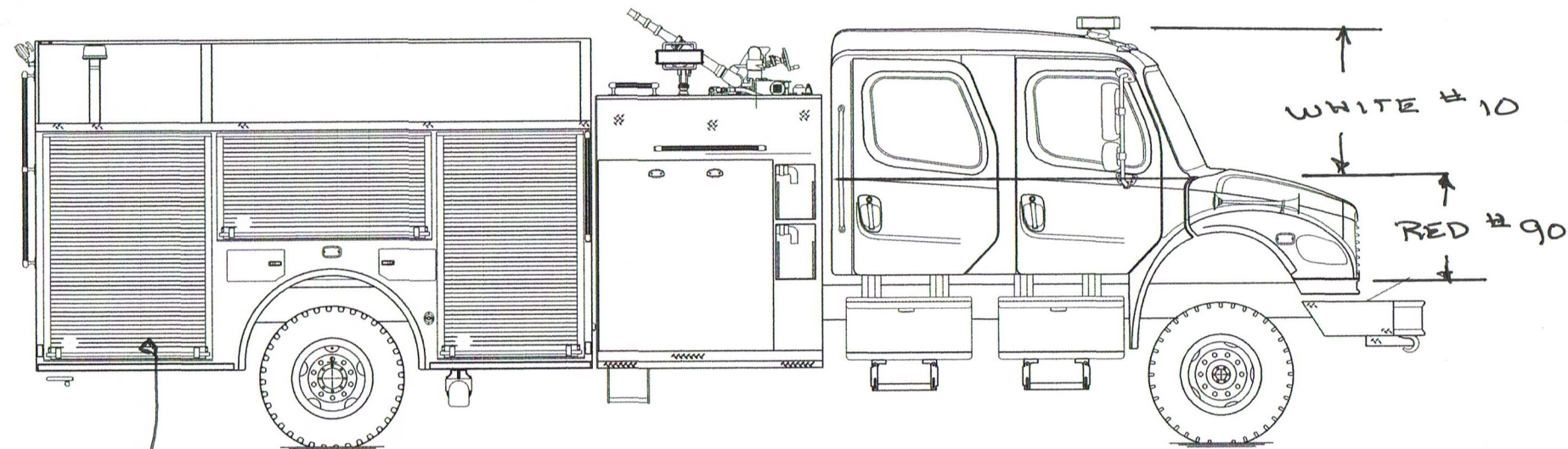


ALUMINUM BODY

NOTE
DIMENSIONS SHOWN ARE APPROXIMATE AND ARE SUBJECT TO MINOR DEVIATIONS AS MAY OCCUR OR BE NECESSARY IN CONSTRUCTION.
MINOR DETAILS NOT SHOWN.

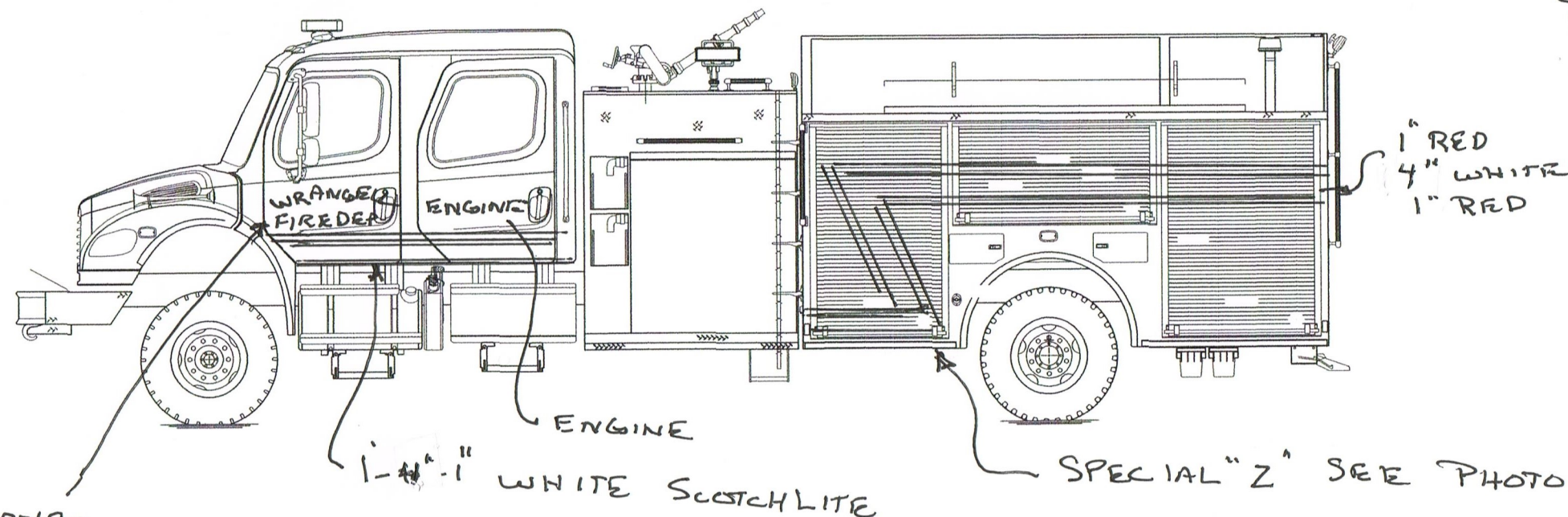
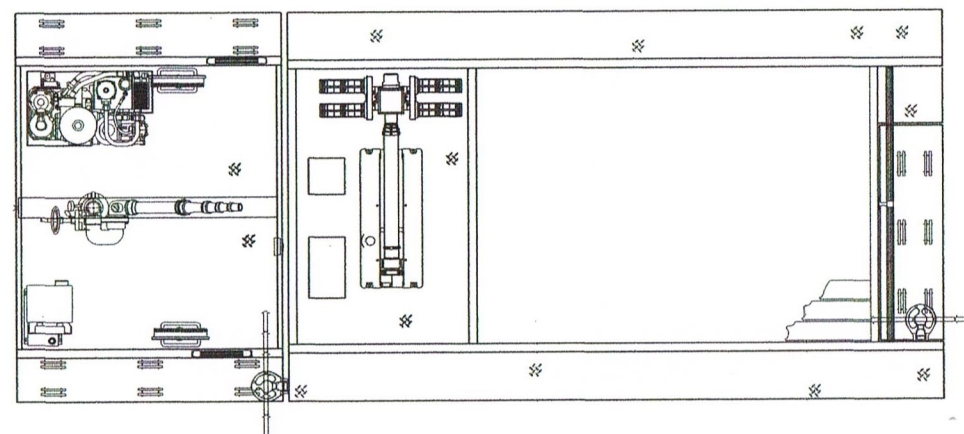
				CHASSIS DATA	TITLE	1500-D-980P W/ 20 FOAM, 161" BODY, LS&RS FULL HEIGHT 52" SIDE CONTROL, (2) 1.5" SPEEDLAYS W/POLY TRAYS
				MAKE FL	FOR	WRANGELL VOLUNTEER FIRE DEPARTMENT WRANGELL, ALASKA
				MODEL M2-106 4X4	DWG NO.	34841 AD
10JUN20	JLA	-				
REV	DATE	BY	CH			

JOB NO.	34841
SCALE	1:24
DATE	
DRAWN BY	JLA
12MAY20	
CHECKED BY	RWI
14MAY20	
SHEET SIZE	D
SHEET NO.	1 OF 1

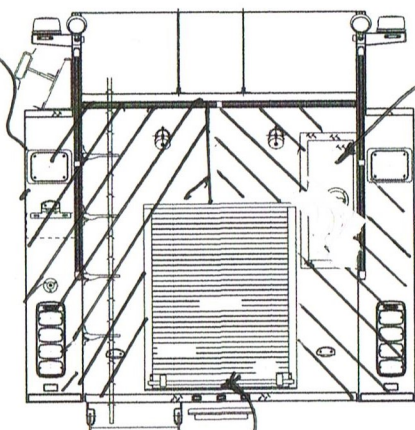


PLEASE INDICATE DESIRED LOCATION OF PIERCE LOGO NAMEPLATE ON CAB FRONT VIEW. REFER TO THE LETTERING, STRIPING, & PAINT BREAK SELECTION FORM.

SATIN
FINISH
ROLL-UP
DOORS



DIAMOND
GRADE
FL YELLOW GREEN/RED



ALUM
DIAMOND
PLATE
DOOR
LADDER
STORAGE

ROLL-UP DOOR
NO CHEVRONS

WRANGELL
FIRE DEPT & MATCH PHOTO

NOTE
LAYOUT AND SIZES PROVIDED BY CUSTOMERS
MAY VARY DUE TO AVAILABLE WORKING SPACE.

COLOR LEGEND	
PINK	LETTERING (VINYL OR REFLECTIVE)
ORANGE	STRIPING (VINYL OR REFLECTIVE)
GREEN	GOLD LEAF
YELLOW	CUSTOMER FURNISHED PRODUCT

REV	DATE	BY	CH

CHASSIS DATA	TITLE
MAKE	FOR
FL	
MODEL	DWG NO.
M2-106 4X4	

LETTERING, STRIPING, AND PAINTING INSTRUCTIONS	
WRANGELL VOLUNTEER FIRE DEPARTMENT	
WRANGELL, ALASKA	
34841LP	

JOB NO.	34841
SCALE	DATE
1:24	
DRAWN BY	
CHECKED BY	
SHEET SIZE	SHEET NO.
D	1 OF 1

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 2, 2020
	<u>Agenda Section</u>	13

Approval of Revised CARES Act Funding Plan with an Allocation up to \$125,000 for Wrangell Public Schools for COVID-19 Mitigation

SUBMITTED BY:

Lisa Von Bargen, Borough Manager

FISCAL NOTE:

Expenditure Required: \$125,000 Total

FY 20: \$	FY 21: \$125,000	FY22: \$
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Amount Allocated:

FY21 \$250,000

Account Number(s):

11121 000 7576 00 32021

Account Name(s):

CARES Act Grant Fund

Unencumbered Balance(s) (prior to expenditure): Previous Allocation

\$250,000

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. WPS Submittals

RECOMMENDATION MOTION:

Move to Approve Revised CARES Act Funding Plan with an Allocation up to \$125,000 for Wrangell Public Schools for COVID-19 Mitigation.

SUMMARY STATEMENT:

This item was originally on the September 8th agenda and was pulled as Assembly members had additional questions. The questions and answers follow:

What other CARES funding has WPSD received?

- \$77,776 from FY 2020 - CARES Act - Rev 1 - Elementary and Secondary School Emergency Relief Fund
- \$8,963 from FY 2020 - CARES Act - Rev 1 - Governor's Emergency Education Relief Fund

What is the current enrollment?

As of 9/16/2020

- EES - 67
- SMS - 46 (dropped by 3)
- WHS - 56
- Total for District 169

What is the staffing level at each school?

- Evergreen Elementary
Teachers: 8 (+.5 music)
Paras: 2
Other Support: 3 (Secretary + 2 Custodians)
Administrator 1
- Stikine Middle School
Teachers: 3.5 (+ 2 student teachers, Tlingit, music)
Paras: 2
Other Support: 2 (Secretary, Custodian)
Administrator .5
- Wrangell High School:
Teachers: 4.5 (music, Tlingit, Spanish)
Paras: 2
Other Support: 3 (Secretary, Custodian, Activities Director)
Administrator .5

The remainder of this agenda statement remains unchanged from the September 8th meeting.

At the August 25th meeting the Assembly voted to rescind the previous CARES Act allocation for Wrangell Public Schools in the amount of \$250,000. Direction was provided to Administration to come back with a revised plan. Administration offers the following for Assembly consideration.

- Initial funding allocation of \$125,000
 - This number was chosen partially because the school district is no longer in need of funds for additional staff to support COVID mitigation efforts
- The district may request additional funding if necessary
- In advance of expenditure, and no less than weekly, the district shall submit a list of desired purchases to the Borough Finance Director for review for eligibility under the CARES Act

- A response will be provided within three business days, unless concurrence from the State regarding eligibility is required
 - All purchases must meet Federal Procurement Guidelines, as required by CARES Act funding, to be eligible for reimbursement
- At least every two weeks, a spreadsheet summarizing expenditures, along with copies of detailed receipts or invoices shall be provided to the Borough Finance Director for review and reimbursement
- Purchases of \$25,000 or more require approval by the Assembly

The Borough is currently working with the District Administration to determine, 1) the total amount of expenditures that have been made already they hope to have reimbursed, and 2) those purchases which are planned for the near future.

Vendor ID	Document Date	PO Number	PO Line Status	PO Type	Item Number	Item Description	Location Code	QTY Ordered	Unit Cost	Extended Cost	Document Status	Inventory Account Number
AMAZO01	8/17/2020	20991	New	Standard	CAMERA MOUNT TRIPOD	CAMERA MOUNT TRIPOD	MAIN	12.00	17.78	\$ 213.36	Open	252-500-100-000-450
AMAZO01	8/17/2020	20991	New	Standard	IPAD TRIPODS	IPAD TRIPODS	MAIN	12.00	19.99	\$ 239.88	Open	252-500-100-000-450
CHAST01	7/18/2020	027863	New	Standard	ADVISORY CURRICULUM	A Esco Supplies	MAIN	1,999.50	1.00	\$ 1,999.50	Open	252-500-100-000-450
CIT324	9/1/2020	PO00000639	Released	Standard	62100256	zompers child size face masks 2,000 masks	MAIN	1.00	877.51	\$ 877.51	Open	252-500-100-000-450
CIT324	9/1/2020	PO00000639	Released	Standard	73060238	lysol disinfecting wipes lemon and lime 18 35ct tubs per case	MAIN	7.00	55.15	\$ 386.05	Open	252-500-100-000-450
DEM2000	8/14/2020	TAL0820-03	New	Standard	BMO-CHAIR FOR LIBRARY	BMO-CHAIR FOR LIBRARY	MAIN	1,766.70	1.00	\$ 1,766.70	Open	252-500-100-000-450
FLU2018	8/14/2020	027861	New	Standard	ONLINE SPANISH	ONLINE SPANISH	MAIN	337.50	1.00	\$ 337.50	Open	252-500-100-000-450
GRA1875	8/25/2020	PO00000637	Released	Standard	2HPC3	dayton Air cleaners for all schools	MAIN	10.00	210.55	\$ 2,105.50	Open	252-500-100-000-450
GRA1875	8/25/2020	PO00000637	Released	Standard	39AM86	elkay bottle filler for EPS	MAIN	1.00	1,064.16	\$ 1,064.16	Open	252-500-100-000-450
GRA1875	8/25/2020	PO00000637	Released	Standard	39AM87	elkay bottle filler for middle school	MAIN	2.00	1,699.20	\$ 3,398.40	Open	252-500-100-000-450
NWJ1403	8/14/2020	PO00000590	Released	Standard	ESPT13G	ESPT13G	MAIN	114.00	1.00	\$ 114.00	Open	252-500-100-000-450
NWJ1403	8/14/2020	PO00000590	Released	Standard	ESPT33G	ESPT33G	MAIN	38.67	1.00	\$ 38.67	Open	252-500-100-000-450
NWJ1403	8/14/2020	PO00000590	Released	Standard	PX200ES	PX200ES	MAIN	795.00	1.00	\$ 795.00	Open	252-500-100-000-450
NWJ1403	8/14/2020	PO00000590	Released	Standard	PX300ES	PX300ES	MAIN	1,885.00	1.00	\$ 1,885.00	Open	252-500-100-000-450
OTT1503	8/25/2020	PO00000622	Released	Standard	1234	Covid sneeze guard supplies	MAIN	1.00	80.83	\$ 80.83	Open	252-500-100-000-450
OTT1503	8/25/2020	PO00000623	Released	Standard	1234	Covid sneeze guard supplies	MAIN	1.00	69.97	\$ 69.97	Open	252-500-100-000-450
OTT1503	8/25/2020	PO00000626	Released	Standard	134	Covid plexiglass supplies	MAIN	1.00	32.86	\$ 32.86	Open	252-500-100-000-450
OTT1503	8/25/2020	PO00000627	Released	Standard	1234	Covid plexiglass sneeze guard supplies	MAIN	1.00	137.98	\$ 137.98	Open	252-500-100-000-450
OTT1503	8/25/2020	PO00000629	Released	Standard	1234	WHS Covid plexigass	MAIN	1.00	34.99	\$ 34.99	Open	252-500-100-000-450
POW2006	8/25/2020	27859	Released	Standard	Powerschool LLC	Powerschool Online	MAIN	1.00	10,500.00	\$ 10,500.00	Open	252-500-100-000-450
PEAPL01	8/25/2020	27999	Released	Standard	Playful Playgrounds	Social Distancing Kits	MAIN	1.00	3,388.87	\$ 3,388.87	Open	252-500-100-000-450
QUA2015	7/1/2020	027986	New	Standard	QUAVERMUSIC CURRICULUM 1-5	QUAVERMUSIC CURRICULUM 1-6	MAIN	1,400.00	1.00	\$ 1,400.00	Open	252-500-100-000-450
QUA2015	7/1/2020	027986	Closed	Standard	QUAVERSEL CURRICULUM K-5	QUAVERSEL CURRICULUM K-6	MAIN	1,680.00	1.00	\$ 1,680.00	Open	252-500-100-000-450
RAPRE01	8/18/2020	20993	Released	Standard	ADULT HUMANITY SHIELDS	ADULT HUMANITY SHIELDS	MAIN	4,320.00	1.00	\$ 4,320.00	Open	252-500-100-000-450
SAVLE01	7/30/2020	027860	New	Standard	MATH CURRICULUM	Quote 118897-3	MAIN	3,374.90	1.00	\$ 3,374.90	Open	252-500-100-000-450
SCREE01	8/12/2020	PO00000610	Released	Standard	RECORD/EDIT DISTRICT LICENSE	2 Campuses	MAIN	2.00	750.00	\$ 1,500.00	Open	252-500-100-000-450
TIERN01	8/19/2020	PO00000615	Released	Standard	CTIMPACTPLUS4K-65	65" Clevertouch IMPACT PLUS Series	MAIN	4.00	2,599.00	\$ 10,396.00	Open	252-500-100-000-450
TIERN01	8/19/2020	PO00000615	Released	Standard	SR598	CART FOR 55-98" DISPLAYS	MAIN	4.00	659.00	\$ 2,636.00	Open	252-500-100-000-450
ZOOM01	8/12/2020	PO00000609	Released	Standard	YEARLY SUBSCRIPTION	27 Host accounts	MAIN	27.00	90.00	\$ 2,430.00	Open	252-500-100-000-450

\$ 57,203.63

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 22, 2020
	<u>Agenda Section</u>	13

Approval of Amendment to the M/V Chugach Memorandum of Understanding (MOU) with the US Forest Service

SUBMITTED BY:

Carol Rushmore, Economic Development
Director

FISCAL NOTE:

Expenditure Required: \$XXX Total

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

	FY20 \$XXX
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Account Number(s):

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

Account Name(s):

	Enter Text Here
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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. MOU

RECOMMENDATION MOTION:

Move to Approve Amendment to the M/V Chugach Memorandum of Understanding with the USFS.

SUMMARY STATEMENT:

Earlier this year the Assembly approved a MOU with the USFS for the M/V Chugach Project. The MOU specified that boatyard storage fees would be exempt until September 30, 2020, the expected time of completion of the site preparation work, cradle construction and boat transport all to be

conducted by the USFS. The shutdown of businesses by March 2020 due to COVID-19 affected the completion of the engineering, the contract award and thus completion date of September 30. The USFS is asking to modify the MOU for an extension to complete the onsite rock work and movement of the M/V Chugach until December 31, and to continue to waive the storage fees for the vessel in the Marine Service Center. Staff is recommending to amend the MOU as requested as the USFS has signed a contract for the work with a completion date the end of December.

The rest of this agenda statement is background from when the MOU was originally approved by the Assembly.

The MV Chugach has a significant history in the Alaska Region. She became part of the Forest Service fleet in 1925 and was listed on the National Register of Historic Places in 1992. She is the last wooden ranger boat and served the region for 90 years. In March 2016, in response to a solicitation by the US Forest Service, the Wrangell Museum submitted a proposal for display adjacent to the Murkowski boat to build the marine heritage aspect of the Museum. At the conclusion of the study, the Regional Forester selected the Wrangell Museum proposal to exhibit and interpret the MV Chugach out of the water.

Since 2016, Wrangell Borough Staff and USFS staff have worked together to determine the best course of action to preserve the vessel for displaying and provide access to the public. A Memorandum of Understanding (MOU) that identifies the responsibilities of each party to display and interpret the MV Chugach was approved by the Assembly in November 2019 and signed in January 2020. The MV Chugach will be loaned to the Wrangell Museum via the Museum's loan intake form.

The USFS can pay for site preparation, non-permanent structures, the cradle holding the ship, interpretation and the ongoing maintenance needs of the vessel. A site plan addressing a potential viewing platform and necessary access ramp will be part of their contract for the site preparation. The Borough is responsible for finding grant funds to design and construct and maintain a viewing platform for the vessel and if any permanent structure is necessary for housing the vessel.

The USFS is developing some schematic renderings of the site and will bring those with them to the Assembly meeting. The USFS will prepare the land and expand the fill necessary to move the Chugach in the boat lift to the proposed location where it will be set up in a cradle. The tent structure will cover the vessel. Initial discussions included being able to roll up tent sides during the summer season and primary viewing period.

Initial capital outlay is by the USFS for the site plan and prep, vessel relocation, canvass structure purchase and installation, and on-going vessel maintenance. The Borough will seek grant funds through marine heritage funding sources and other potential sources for the construction of the viewing platform and ADA compliant ramp.

FS Agreement No. 20-MU-11100100-009

Cooperator Agreement No. _____

MEMORANDUM OF UNDERSTANDING
Between The
CITY AND BOROUGH OF WRANGELL
And The
USDA, FOREST SERVICE
ALASKA REGION

This MEMORANDUM OF UNDERSTANDING (MOU) is hereby made and entered into by and between the City and Borough of Wrangell, hereinafter referred to as "CBW," and the United States Department of Agriculture (USDA), Forest Service, Alaska Region, hereinafter referred to as the "U.S. Forest Service."

Background: The M/V Chugach is a 62-foot wooden-hulled crew vessel owned by the U.S. Forest Service and listed on the National Register of Historic Places. The vessel was built in 1925 and is the last wooden ranger boat in the U.S. Forest Service fleet. Continued operation of the M/V Chugach as part of the U.S. Forest Service fleet is no longer practicable. The U.S. Forest Service conducted an extensive alternative use feasibility study 2015-2016 to identify a new use for the M/V Chugach that preserves her historic integrity and presents opportunities to share with the public her history of service.

During the feasibility study's public comment period, the CBW produced a viable proposal to work with the U.S. Forest Service to preserve and interpret the M/V Chugach at the city and borough-owned Wrangell Museum, housed within the Nolan Center.

Title: Site Preparation and Temporary Shelter to Preserve and Interpret the MV Chugach

- I. PURPOSE:** The purpose of this MOU is to document the cooperation between the parties to outline the process by which the U.S. Forest Service will work with the CBW to exhibit the M/V Chugach at the Wrangell Museum, in an outdoor setting near the water's edge. Multiple Forest Service instruments will be used to fulfill various aspects of this joint endeavor. Work shall not occur under this MOU. Outside of this MOU the U.S. Forest Service and CBW have agreed to enter into a loan agreement to loan the MV Chugach to the Wrangell Museum, in accordance with the following provisions.

II. STATEMENT OF MUTUAL BENEFIT AND INTERESTS:

The objective of the U.S. Forest Service Heritage Program is to provide leadership in preserving America's heritage through responsible stewardship activities that recognize, preserve, protect, enhance, and use cultural resources for the greatest public benefit.



During her 90-year career as a U.S. Forest Service ranger boat, the M/V Chugach supported timber programs, research activities, and other critical work throughout the Tongass National Forest and the vicinity of Wrangell. The U.S. Forest Service desires to partner with the CBW to preserve, exhibit, and interpret the historic M/V Chugach ranger boat, including development of an interpretive program. The U.S. Forest Service will benefit from ensuring that the M/V Chugach is preserved and shared with the public for years to come.

The CBW owns and operates the Wrangell Museum. The mission of the museum is to collect, interpret, and preserve Wrangell's rich history and cultural history through exhibits and other educational opportunities. The M/V Chugach offers a unique opportunity to expand the museum's maritime history exhibit, and to interpret the activities of the U.S. Forest Service and the agency's ranger boats in Alaska. As an outdoor exhibit, the M/V Chugach will also attract new visitors to the museum throughout the year.

In consideration of the above premises, the parties agree as follows:

III. CBW SHALL:

- A. Have the opportunity to review the scope of work and work products for the site preparation contract, to include a site plan that takes into account the need for the following key amenities: boat, cradle, canopy/covering, viewing platform, and access to viewing platform.
- B. Have the opportunity to review the scope of work, work products, and associated purchase orders for a canopy/covering and landscaping block color and form.
- C. As deemed necessary by CBW, lead public outreach efforts related to moving the MV Chugach to the Wrangell Museum.
- D. Offer in kind materials and labor as appropriate and available to contribute to site preparation and moving the MV Chugach to the Wrangell Museum.
- E. Seek funds for design and construction of viewing platform.
- F. Have the opportunity to review and participate in the development of the interpretive program.

IV. THE U.S. FOREST SERVICE SHALL:

- A. Provide the CBW an opportunity to review the scope of work and work products for the site preparation contract, to include a site plan that takes into account the need for the following key amenities: boat, cradle, canopy/covering, viewing platform, and access to viewing platform.



- B. Provide the CBW an opportunity to review the scope of work, work products, and associated purchase orders for a canopy/covering and landscaping block color and form.
- C. Be available to assist with and be present at public outreach events related to moving the MV Chugach to the Wrangell Museum.
- D. Provide CBW an opportunity to review and participate in the development of the interpretive program.
- E. Complete site preparation, cradle construction, and boat transport to the Wrangell Museum no later than September 30, 2020.

V. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

- A. PRINCIPAL CONTACTS. Individuals listed below are authorized to act in their respective areas for matters related to this agreement.

Principal Cooperator Contacts:

Cooperator Program Contact	Cooperator Administrative Contact
Carol Rushmore PO Box 531 Wrangell, AD 99929 Telephone: 907-874-2381 FAX: 907-874-3952 Email: ecodev@wrangell.com	Joyce Mason PO Box 531 Wrangell, AD 99929 Telephone: 907-874-2381 FAX: 907-874-3952 Email: jmason@wrangell.com

Principal U.S. Forest Service Contacts:

U.S. Forest Service Program Manager Contact	U.S. Forest Service Administrative Contact
Keri Hicks PO Box 21628 Juneau, AK 99802 Telephone: 907-586-7859 Email: keri.hicks@usda.gov	Pamela Ward 709 W. 9th Street Juneau, AK 99801 Telephone: 470-215-3437 Email: pamela.ward@usda.gov

- B. NOTICES. Any communications affecting the operations covered by this agreement given by the U.S. Forest Service or CBW is sufficient only if in writing and delivered in person, mailed, or transmitted electronically by e-mail or fax, as follows:



To the U.S. Forest Service Program Manager, at the address specified in the MOU.

To CBW, at CBW's address shown in the MOU or such other address designated within the MOU.

Notices are effective when delivered in accordance with this provision, or on the effective date of the notice, whichever is later.

- C. PARTICIPATION IN SIMILAR ACTIVITIES. This MOU in no way restricts the U.S. Forest Service or CBW from participating in similar activities with other public or private agencies, organizations, and individuals.
- D. ENDORSEMENT. Any of CBW's contributions made under this MOU do not by direct reference or implication convey U.S. Forest Service endorsement of CBW's products or activities.
- E. NONBINDING AGREEMENT. This MOU creates no right, benefit, or trust responsibility, substantive or procedural, enforceable by law or equity. The parties shall manage their respective resources and activities in a separate, coordinated and mutually beneficial manner to meet the purpose(s) of this MOU. Nothing in this MOU authorizes any of the parties to obligate or transfer anything of value.

Specific, prospective projects or activities that involve the transfer of funds, services, property, and/or anything of value to a party requires the execution of separate agreements and are contingent upon numerous factors, including, as applicable, but not limited to: agency availability of appropriated funds and other resources; cooperator availability of funds and other resources; agency and cooperator administrative and legal requirements (including agency authorization by statute); etc. This MOU neither provides, nor meets these criteria. If the parties elect to enter into an obligation agreement that involves the transfer of funds, services, property, and/or anything of value to a party, then the applicable criteria must be met. Additionally, under a prospective agreement, each party operates under its own laws, regulations, and/or policies, and any Forest Service obligation is subject to the availability of appropriated funds and other resources. The negotiation, execution, and administration of these prospective agreements must comply with all applicable law.

Nothing in this MOU is intended to alter, limit, or expand the agencies' statutory and regulatory authority.

- F. USE OF U.S. FOREST SERVICE INSIGNIA. In order for CBW to use the U.S. Forest Service insignia on any published media, such as a Web page, printed publication, or audiovisual production, permission must be granted from the U.S. Forest Service's Office of Communications. A written request must be submitted



and approval granted in writing by the Office of Communications (Washington Office) prior to use of the insignia.

- G. MEMBERS OF U.S. CONGRESS. Pursuant to 41 U.S.C. 22, no U.S. member of, or U.S. delegate to, Congress shall be admitted to any share or part of this agreement, or benefits that may arise therefrom, either directly or indirectly.
- H. FREEDOM OF INFORMATION ACT (FOIA). Public access to MOU or agreement records must not be limited, except when such records must be kept confidential and would have been exempted from disclosure pursuant to Freedom of Information regulations (5 U.S.C. 552).
- I. TEXT MESSAGING WHILE DRIVING. In accordance with Executive Order (EO) 13513, "Federal Leadership on Reducing Text Messaging While Driving," any and all text messaging by Federal employees is banned: a) while driving a Government owned vehicle (GOV) or driving a privately owned vehicle (POV) while on official Government business; or b) using any electronic equipment supplied by the Government when driving any vehicle at any time. All cooperators, their employees, volunteers, and contractors are encouraged to adopt and enforce policies that ban text messaging when driving company owned, leased or rented vehicles, POVs or GOVs when driving while on official Government business or when performing any work for or on behalf of the Government.
- M. PUBLIC NOTICES. It is the U.S. Forest Service's policy to inform the public as fully as possible of its programs and activities. CBW is encouraged to give public notice of the receipt of this agreement and, from time to time, to announce progress and accomplishments. Press releases or other public notices should include a statement substantially as follows:

"Heritage Program of the U.S. Forest Service, Department of Agriculture."

CBW may call on the U.S. Forest Service's Office of Communication for advice regarding public notices. CBW is requested to provide copies of notices or announcements to the U.S. Forest Service Program Manager and to The U.S. Forest Service's Office of Communications as far in advance of release as possible.
- N. U.S. FOREST SERVICE ACKNOWLEDGED IN PUBLICATIONS, AUDIOVISUALS AND ELECTRONIC MEDIA. CBW shall acknowledge U.S. Forest Service support in any publications, audiovisuals, and electronic media developed as a result of this MOU.
- O. NONDISCRIMINATION STATEMENT – PRINTED, ELECTRONIC, OR AUDIOVISUAL MATERIAL. CBW shall include the following statement, in



full, in any printed, audiovisual material, or electronic media for public distribution developed or printed with any Federal funding.

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. (Not all prohibited bases apply to all programs.)

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.

If the material is too small to permit the full statement to be included, the material must, at minimum, include the following statement, in print size no smaller than the text:

"This institution is an equal opportunity provider."

- P. TERMINATION. Any of the parties, in writing, may terminate this MOU in whole, or in part, at any time before the date of expiration.
- Q. DEBARMENT AND SUSPENSION. CBW shall immediately inform the U.S. Forest Service if they or any of their principals are presently excluded, debarred, or suspended from entering into covered transactions with the federal government according to the terms of 2 CFR Part 180. Additionally, should CBW or any of their principals receive a transmittal letter or other official Federal notice of debarment or suspension, then they shall notify the U.S. Forest Service without undue delay. This applies whether the exclusion, debarment, or suspension is voluntary or involuntary.
- R. MODIFICATIONS. Modifications within the scope of this MOU must be made by mutual consent of the parties, by the issuance of a written modification signed and dated by all properly authorized, signatory officials, prior to any changes being performed. Requests for modification should be made, in writing, at least 30 days prior to implementation of the requested change.
- S. COMMENCEMENT/EXPIRATION DATE. This MOU is executed as of the date of the last signature and is effective through August 24, 2023 at which time it will expire.
- T. AUTHORIZED REPRESENTATIVES. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this MOU.



In witness whereof, the parties hereto have executed this MOU as of the last date written below.

LISA VON BARGEN, Borough Manager
City and Borough of Wrangell

Date

DAVID E. SCHMID, Regional Forester
U.S. Forest Service, Alaska Region

Date

The authority and format of this agreement have been reviewed and approved for signature.

PAMELA W. WARD
U.S. Forest Service Grants Management Specialist

Date

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 22, 2020
	<u>Agenda Section</u>	13

Approval of Change Order No. 1 to Ketchikan Mechanical, Inc. in the Amount of \$90,170.96 for the Touchless Plumbing Fixtures Project

SUBMITTED BY:

Amber Al-Haddad, Capital Facilities Director

FISCAL NOTE:

Expenditure Required: \$90,170.96

FY 20: \$	FY 21: \$90,170.96	FY22: \$
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Amount Budgeted:

	FY20 \$XXX
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Account Number(s):

	\$54,823, 11219-000-7900-00-32021 (CARES Act Grant)
	\$35,348, 11219-000-7900-00-32023 (Covid19 CPV Grant)

Account Name(s):

	CARES Act Grant; Covid19 CPV Grant
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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. Ketchikan Mechanical Schedule of Values for Change Order

RECOMMENDATION MOTION:

Move to Approve Change Order No. 1 to Ketchikan Mechanical, Inc. in the amount of \$90,170.96 for the Touchless Plumbing Fixtures Project.

SUMMARY STATEMENT:

In August 2020, the Assembly approved a construction contract with Ketchikan Mechanical, Inc. to replace existing hand washing faucets with touchless faucets and retrofit toilets and urinals with touchless flushing units in the most highly trafficked Borough-owned facilities, to limit the possibility of spread of the COVID virus. With this approach, the modifications will serve to limit the need for building occupants to physically touch restroom fixtures, to mitigate against surface transmission of various pathogens.

The Parks and Harbors restrooms were not originally included in the competitive solicitation for this project due to the need to have a plumber on site to review the potential plumbing retrofit needs of each location. We have since reviewed the Parks and Harbors restrooms with the Contractor. We also added the City Hall restrooms and the lower level restrooms in the Public Safety Building, since that building level is seeing more restroom use in conjunction with the Indoor Shooting Range and the Police Department's relocation of their fitness equipment to that building level.

The Contractor's cost to include these restrooms to the Touchless Plumbing Fixture upgrade project is \$90,170.96. It is important to mention that the labor costs for this work are higher than the labor costs in their original bid due to the need to accelerate the schedule before the December 2020 deadline for use of the CARES Act funds; therefore, the Contractor has assumed all overtime rates for this work, to strive to finish it within the project timeframe. The Contractor has itemized parts and labor for each location.

The original bid schedule of values, as well as this change order schedule of values, itemized parts and labor in the event the timeframe does not allow for all labor to be complete by early December 2020. Having the cost separated will allow us to easily identify and reduce the contract amount to only the work that is complete up to the project's substantial completion date.

The Contractor indicated that based on the availability of the original products ordered there is a strong possibility that the additional materials would be available to be shipped and installed by the deadline; however, they cannot guarantee material availability until they place a purchase on the material. All of their suppliers have stressed that these are hot commodities in this Covid era, and availability changes daily.

To fund this Change Order cost, we propose to use \$35,348 from a COVID19 CPV (Commercial Passenger Vessel) Grant as partial funding for the Parks restrooms upgrade portion. The balance of the cost is proposed to be paid from \$75,000 of CARES Act grant that was earlier set aside to consider retrofitting three public facilities with touchless entries. This touchless entry project was not pursued; therefore its set-aside funding could be made available to fund this additional scope of work for touchless plumbing fixtures project.

Staff recommends the Borough proceed with approval of Change Order No. 1 to Ketchikan Mechanical for this project. This project does not take any funding out of the remaining unallocated CARES Act funding.

BID /Schedule of Values

Date	Bid #
9/10/2020	863

City of Wrangell
 205 Brueger Street
 P.O. Box 531
 Wrangell, AK 99929

Due Date	Project
9/10/2020	Touchless Plumbing Fixtures BID

Description	Total
CHANGE ORDER: ELKS-SCOPE OF WORK: Replace 2 existing lavatory faucets and 2 concealed water closet flush valves; mount new remote flushometer sensors above water closets; change existing angle stops and supply connections to lavatory faucets; eliminate double p-traps on both lavatories (No mixing valves or deck plates needed)	
Labor	4,175.99T
Parts	2,945.68T
BALL PARK - SCOPE OF WORK: replace 2 existing lavatory faucets and 2 concealed water closet flush valves; mount new remote flushometer sensors above water closets; change existing angle stops and supply connections to lavatory faucets.	
Labor	3,654.00T
Parts	2,577.46T
HERITAGE HARBOR-SCOPE OF WORK: Replace 2 existing lavatory faucets and incorporate mixing valves into the water supply to 2 new lavatory faucets; replace concealed flush valves for 3 water closets and 1 urinal with new battery operated flush valves; provide scald protectors for lavatory p-traps; install new remote wall sensors for water closets and urinals; change existing angle stops and water supply connections to the lavatories.	
Labor	6,786.00T
	Total

Phone #	Fax #
907-225-9466	907-225-9467

BID /Schedule of Values

Date	Bid #
9/10/2020	863

City of Wrangell
 205 Brueger Street
 P.O. Box 531
 Wrangell, AK 99929

Due Date	Project
9/10/2020	Touchless Plumbing Fixtures BID

Description	Total
Parts CITY PARK-SCOPE OF WORK: replace 2 existing lavatory faucets with new battery operated touchless faucets; replace concealed flush valves for 3 water closets with new battery operated flush valves; install new remote wall sensors for water closets; change existing angle stops and water supply connections to the lavatories; repipe entire water distribution to properly sized distribution; repipe illegal drainage connections.	4,786.72T
Labor	12,006.00T
Parts SHOEMAKER HARBOR-SCOPE OF WORK: replace 2 existing lavatory faucets with new battery operated faucets; replace 2 existing flush valves with battery operated exposed flush valves.	8,468.82T
Labor	2,610.00T
Parts SHOEMAKER PARK-SCOPE OF WORK: replace 2 existing lavatory faucets with new battery operated faucets; replace 3 existing water closet and 1 existing urinal flush valves with new battery operated concealed flush valves; repipe all existing PVC water distribution with new code compliant piping material and provide drains for winterization; install new remote wall sensors for urinal and water closets.	1,841.05T
Labor	9,918.00T
Parts	6,995.99T
Total	

Phone #	Fax #
907-225-9466	907-225-9467

BID /Schedule of Values

Item c.

Date	Bid #
9/10/2020	863

City of Wrangell
 205 Brueger Street
 P.O. Box 531
 Wrangell, AK 99929

Due Date	Project
9/10/2020	Touchless Plumbing Fixtures BID

Description	Total
BOAT YARD-SCOPE OF WORK: Replace 1 existing lavatory faucet with a new battery operated faucet; replace 1 urinal and 1 water closet flush valve with new battery operated concealed flush valves; install remove wall sensors above urinal and water closet; repipe illegal lavatory and urinal drains.	
Labor	5,220.00T
Parts	3,682.10T
CITY HALL-SCOPE OF WORK: install new building supply isolation valve; replace 2 existing lavatory faucets with new battery operated faucets; replace 1 urinal and 1 water closet flush valve with new battery operated flush valves; install retrofit touchless flush valve on gravity tank water closet.	
Labor	4,698.00T
Parts	3,313.89T
POLICE DEPARTMENT-SCOPE OF WORK: replace 2 existing lavatory faucets with new battery operated faucets; pipe mixing valves to existing water supply and new faucets; replace 1 existing urinal and 2 existing water closet flush valves with new battery operated flush valves.	
Labor	3,132.00T
Parts	2,209.26T
Shipping & Handling	1,150.00T
Out of Town Tax Exempt	0.00
Total	\$90,170.96

Phone #	Fax #
907-225-9466	907-225-9467

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 22, 2020
	<u>Agenda Section</u>	13

Approval of Sole Source Purchase of CAT LC50 Generator for Wrangell Medical Center (Wood Street) Sewer Pump Station in Conformance with Wrangell Municipal Code Section 5.10.050 (F) from NC Machinery in the Amount of \$25,675

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

Expenditure Required: \$25,675 Total

FY 20: \$	FY 21: \$25,675	FY22: \$
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Amount Budgeted:

FY21 \$0

Account Number(s):

80020 000 7900 00 00000

Account Name(s):

Hospital Grant

Unencumbered Balance(s) (prior to expenditure):

\$317,370

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Generator Quote; 2. Generator Specs

RECOMMENDATION MOTION:

Move to Approve Sole Source Purchase of CAT LC50 Generator for Wrangell Medical Center (Wood Street) Sewer Pump Station in Conformance with Wrangell Municipal Code Section 5.10.050 (F) from NC Machinery in the Amount of \$25,675.

SUMMARY STATEMENT:

There is no back-up power source for sewer pump station at the corner of Wood Street and the entrance to the new hospital/AICS Clinic. As this sewer service will carry the load from the new hospital it is a critical location to ensure back-up power support for the sewer pump station in the event of a power outage.

This need was brought to the attention of Administration several months ago. At that time the manager reached out to the State Grant Administrator of the Borough's hospital grant. Purchase and installation of this generator was approved as an eligible expense.

The grant has \$567,370 in remaining funds. The Assembly previously allocated \$250,000 of that to cover the cost of the pharmacy in the new hospital. That money has not yet been expended, but will be in the near future. That leaves \$317,370 in remaining grant funds. Administration is requesting to use the grant funding for this purchase.

The quote and specs for the generator were just provided to Administration last week, which is why it is now on the agenda for consideration. There will be additional project costs for the installation of the generator, all of which will need to be finalized once a new Public Works Director is on board. Those costs may include the connections, pad, generator house (to match the aesthetics of the new hospital and clinic), etc.

Administration is asking for a sole source for two reasons. First, the CBW is trying to streamline the types of generators we have to CAT equipment. Second, NC Machinery is the sole distributor of CAT equipment in Alaska.

Wrangell Municipal Code Section 5.10.050 (F) provides for a sole source as follows: Supplies, materials, equipment, or contractual services which must be purchased from a specific source in order to prevent incompatibility with previously purchased supplies, materials, equipment, or contractual services. For purposes of this subsection the term "incompatibility" is defined as the inability to (1) interconnect, combine, interchange, or join, or (2) that which causes or necessitates maintenance expertise or training where such acquisition would result in substantial duplication.

The Quote includes pricing for both an LC40 and LC50. The LC40 serves our needs, but the difference in cost is about \$1,000 so staff is recommending the purchase of the LC50.



Weather Protective and Sound Attenuated Enclosures D40-2LC to D60-4LC

Picture shown may not represent actual package

Features

Highly Corrosion Resistant construction

- Stainless steel flush fitting latches and hinges tested and proven to withstand extreme conditions of corrosion
- Zinc plated or stainless steel fasteners
- Body constructed from 16 gauge steel components treated with polyester powder coating

Excellent Access

- Single side access for service and controls
- Over head door with lift assist strut on service side
- All non-service sides have removable doors and/or panels
- Radiator fill access
- Lube oil and coolant drains piped to the exterior of the enclosure base
- Large cable entry area for installation ease

Transportability

- These enclosures are of extremely rugged construction to withstand outdoor exposure and rough handling common on many construction sites.
- This range of enclosures are designed on modular principles which will aid on site repair

Security and Safety

- Lockable access doors which give full access to control panel and breaker
- Cooling fan and battery charging alternator fully guarded
- Fuel fill, oil fill, and battery can only be reached via lockable access
- Stub-up area is rodent proof
- Externally mounted emergency stop button

Options

- Weather Protective Enclosure
- Sound Attenuated Enclosure – Weather protective with critical silencer
- Cat Yellow or white paint
- UL Listed fuel tanks

Enclosure Sound Pressure Levels (SPL) at 100%

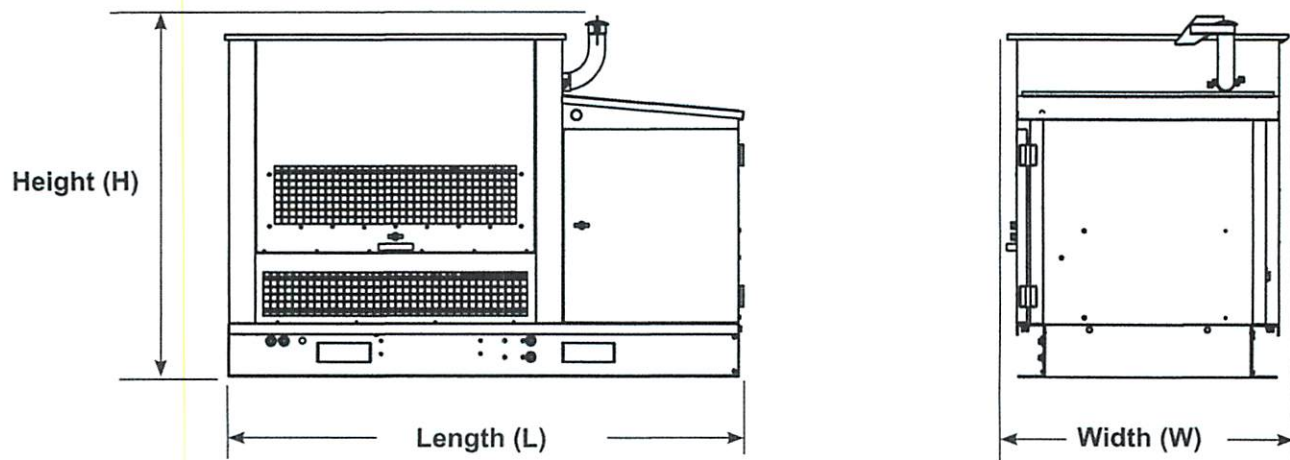
Sound Attenuated Enclosure		Cooling Air Flow Rate		SPL @ 7m (23ft)
Model	Standby eKW	m ³ /s	cfm	dBA
D40-2LC	40	1.7	3602	74
D50-2LC	50	1.7	3602	74
D60-4LC	60	1.9	4026	74

Weather Protective Enclosure		Cooling Air Flow Rate		SPL @ 7m (23ft)
Model	Standby eKW	m ³ /s	cfm	dBA
D40-2LC	40	1.7	3602	85
D50-2LC	50	1.7	3602	86
D60-4LC	60	1.9	4026	88

Component Weights to Calculate Package Weight

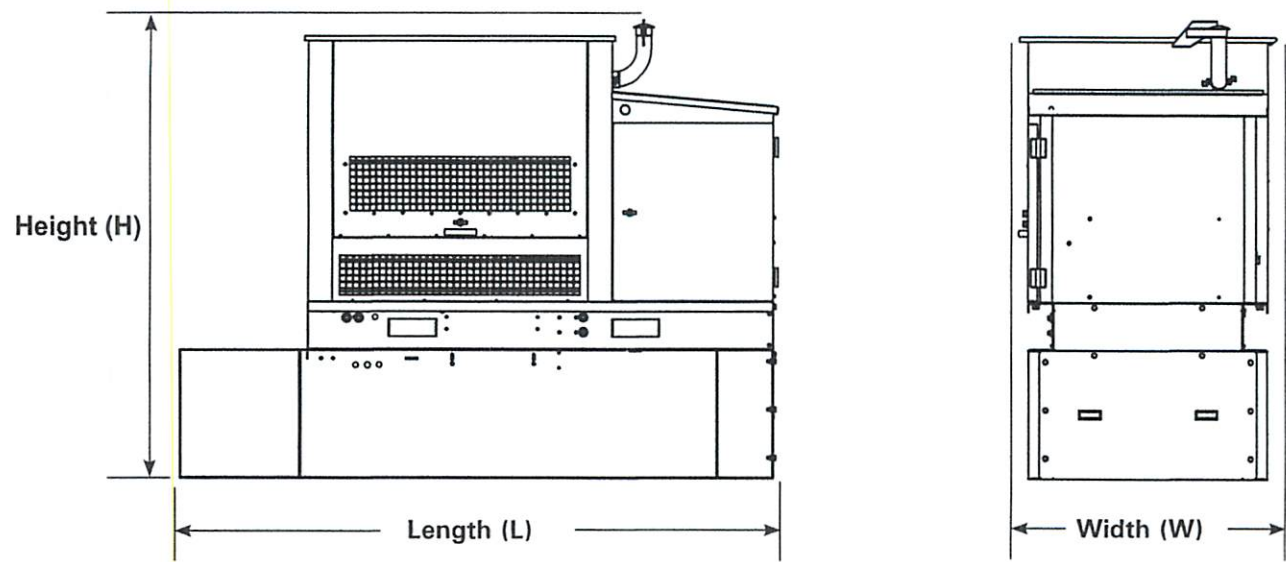
Model	Standby eKW	Skid Base		Weather Protective Enclosure		Sound Attenuated Enclosure	
		kg	lb	kg	lb	kg	lb
D40-2LC	40	80	176	121	267	137	302
D50-2LC	50						
D60-4LC	60						

Enclosure Dimensions on Skid Bases



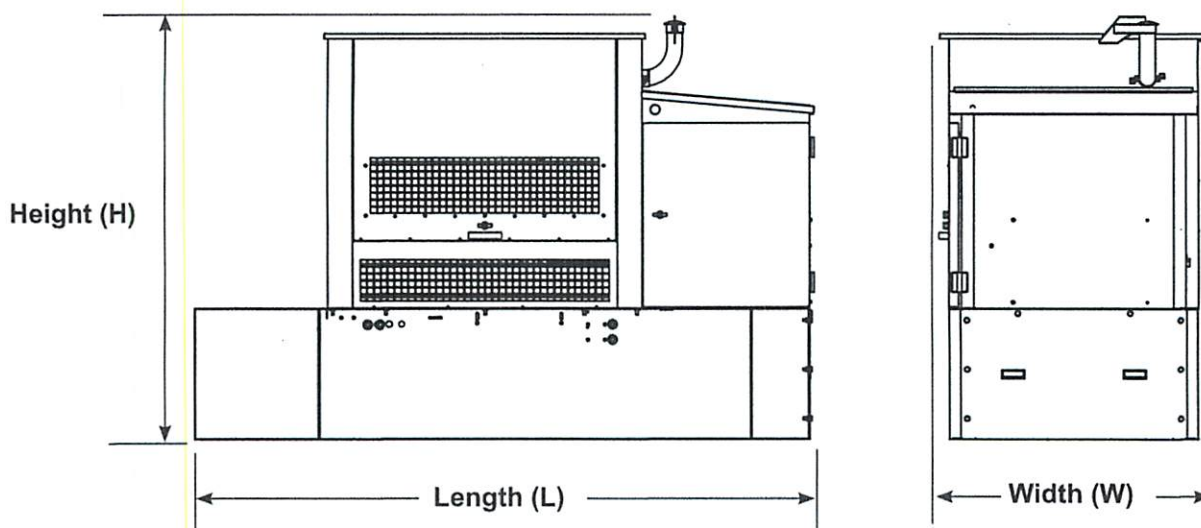
Engine Model	Generator Set Rating ekW	Enclosure	Width 'W'		Length 'L'		Height 'H'	
			mm	in	mm	in	mm	in
C4.4	40	Weather Protective/ Sound Attenuated	1075	42.3	1972	77.6	1378	54.3
	50							
	60							

Enclosure Dimensions on UL Listed Sub Base Tanks



Engine Model	Generator Set Rating kW	Enclosure	137 Gallon Sub Base Tank				255 Gallon Sub Base Tank			
			Length 'L'		Height 'H'		Length 'L'		Height 'H'	
			mm	in	mm	in	mm	in	mm	in
C4.4	40	Weather Protective/ Sound Attenuated	2503	98.5	1912	75.3	2503	98.5	2241	88.2
	50									
	60									

Enclosure Dimensions on UL Listed Integral Tanks



Engine Model	Generator Set Rating kW	Enclosure	137 Gallon Integral Tank				255 Gallon Integral Tank			
			Length 'L'		Height 'H'		Length 'L'		Height 'H'	
			mm	in	mm	in	mm	in	mm	in
C4.4	40	Weather Protective/ Sound Attenuated	2503	98.5	1712	67.4	2503	98.5	2041	80.4
	50									
	60									

www.Cat-ElectricPower.com

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08/11/2020

QUOTATION: 30794167

WRANGELL CITY SHOP
DAVID BRYNER
907 874 231
cityshop@gci.net

**Caterpillar LC40 Packaged Generator Set, Standby Rated @ 40 Ekw,
120/208 , Three Phase, 60HZ, 1800 Rpm**

STANDARD CONSISTS:

ENGINE PACKAGE DESCRIPTION

ENGINE

Electrical system, 12 VDC
Std Air Cleaner - Medium Duty
Oil temperature Gauge and Sender (ML1)
Coolant and lube drains piped to the edge of base
D40-2LC and D50-2LC product includes Electronic Governor
Tier 3 EPA Approved Emissions Certified
EPA certified for stationary use only during defined emergency conditions

INTEGRATED VOLTAGE REGULATOR (Digital):

EM10 Excitation Module

Voltage within +/- 0.25% at steady state from no load to full load
Provides fast recovery from transient load changes

CHARGING SYSTEM

CAT Premium High Output Battery(s) with rack & cables
Installed (wet); 1000CCA; 90amp hr; 12V.

CONTROL PANELS

NEMA 1 enclosure
Wiring loom
DC and AC wiring harness
EMCP 4.2 controls including:
std -Run / Auto / Stop Control
std -Speed Adjust
std -Voltage Adjust
std -Engine Cycle Crank
std -Emergency Stop pushbutton
std -Audible Alarm (PAA1)

EMCP 4.2 controller features:

std -12-volt DC operation
 std -Environmental sealed front face
 std -Text alarm/event descriptions
 Digital indication for:
 std -RPM
 std -DC Volts
 std -Operating Hours
 std -Oil Pressure (psi)
 std -Coolant Temperature
 std -Volts (L-L & L-N), frequency (Hz)
 std -Amps (per phase & average)
 std -Power Factor (per phase & average)
 std -kW (per phase, average & percent)
 std -kVA (per phase, average & percent)
 std -kVAr (per phase, average & percent)
 std -kW-hr (total)
 std -kVAr-hr (total)

Warning/shutdown with common LED indication of shutdowns for:

std -Low Oil Pressure
 • optional Û -Low Coolant level
 std -Low Coolant temperature alarm (detects jacket water heater failure)
 std -High Coolant temperature shutdown

Programmable protective relaying functions:

std -Generator phase sequence
 std -Over/Under voltage (27/59)
 std -Over/Under Frequency (81 o/u)
 std -Reverse Power (kW) (32)
 std -Reverse Reactive Power (kVAr) (32RV)
 std -Overcurrent (50/51)

Communications

std -Customer DATA link (Modbus RTU)
 • optional Û -Accessory module DATA link
 std -RS485 Serial DATA link (terminals only)
 std -8 programmable digital outputs available
 std -2 relays pre-programmed
 • optional Û -4 programmable relay outputs (Form A)
 std -8 programmable digital inputs available
 std -2 pre-programmed
 • optional Û -6 programmable digital inputs
 • optional Û -1 analog inputs

COOLING SYSTEM

Radiator and cooling fan complete with protective guards
 Standard ambient temperatures up to 50degC (122degF)
 50% coolant antifreeze/corrosion inhibitor

GENERATORS**GENERATOR SET**

60Hz

Complete system designed and built at ISO 9001:2000 certified

facilities

Factory tested to design specifications at full load conditions
and all protective devices and control functions simulated and checked

GENERATOR

Insulation system, class H

Drip proof generator air intake (NEMA 2, IP23)

Electrical design in accordance with BS5000 Part 99, EN61000-6,
IEC60034-1, NEMA MG-1.33

EQUIPMENT FINISH

All electroplated hardware

Anticorrosive paint protection

High gloss polyurethane paint for durability and scuff resistance

QUALITY STANDARDS

BS4999, BS5000, BS5514, EN61000-6, IEC60034, NEMA MG-1.33, NFPA 110 (with
optional equipment)

LITERATURE**DOCUMENTATION**

Operation and maintenance manual pack and OMM Storage Compartment

Wiring diagrams included

MOUNTING SYSTEM

Optional heavy-duty fabricated steel base with lifting points

Anti-vibration pads to ensure vibration isolation

Stub-up pipe ready for connection to silencer pipework

Complete OSHA guarding

Flexible fuel lines to base

GENERAL

Accessories Power Supply Voltage 120V AC

AC Receptacle (used for optional jacket water heater and / or battery
charger)

GFCI AC Receptacle and Wiring

NAMEPLATE

A. KVA/KW rating

B. Output voltage

C. Output amperes

D. Specifies the power factor

E. Specifies the number of phases being provided

F. Manufacturer

G. Serial number

WARRANTY

(24 MONTHS 500 HOURS A YEAR)

CIRCUIT BREAKERS

UL/CSA listed mainline breaker(s)

Optional Multiple Breaker(s) 100% Rated 3-pole with solid neutral

both

NEMA 1 steel enclosure
Electrical stub-up area directly below circuit breaker

PACKAGE SUMMARY

D40-2LC,D50-2LC,D60-4LC

EPA STATIONARY EMERGENCY (EPA TIER 3 EMISSIONS LEVELS)

WITH THE FOLLOWING SPECIFIC ATTACHMENTS:

EPA STATIONARY EMERGENCY

Meets USA Environmental Protection Agency (EPA).

Stationary Emergency Certifications for Stationary Use only during defined emergency conditions.

60Hz 3PH 208/120V VVoltage indicators_610

STANDBY POWER APPLICATION

Output available with varying load for duration of the interruption of the normal source power.

60 Hz, 50 kW

D50-LC2 60Hz.

ENGLISH PANEL LANGUAGE

English Panel Language

UL 2200 LISTED PACKAGE GEN SET

NO SEISMIC CERTIFICATION

No Seismic Certification

ENGLISH INSTRUCTION LANGUAGE

English Instruction Language

STANDARD WARRANTY

Standard Warranty

SPACE HEATER

Anti-condensation heater. Installed in generator, shuts down on genset start

LC1514P 60Hz SE ALT AL

SE LC Generator frame:

These compact & rigid alternators provide superior thermal life with H class insulation, high efficiency and improved motor starting capacity. Temp rise of 105 Deg C (221 DegF)

INTEGRATED VOLTAGE REGULATOR

The Integrated Voltage Regulator (IVR) is designed to provide robust, precise closed-loop control of the generator voltage, optimized transient performance and industry leading feature specification

130C TEMP RISE OVER 40C AMB

INTEGRAL FUEL TANK 137 GAL

137 Gal (est. 40 hrs of run time) integral fuel tank base.

Integral diesel fuel tank is incorporated into the generator set base frame.

The robust base design includes linear vibration isolators between tank base and engine generator.

FUEL TANK FILL PIPE & LOCK CAP

Locking fuel fill

Fuel Level Alarms / SD

Fuel Level Reading (Alarms Low/High & Shutdown)

SOUND ATTENUATED ENC WHITE

Sound attenuated white enclosure constructed with 16-gauge steel.

STANDARD PANEL DOOR WITH ENC

Standard Panel Door With Enclosure**EMCP4.2B CONTROL PANEL**

The Cat® EMCP 4.2B offers fully featured power metering, protective relaying and engine and generator control and monitoring.

Engine and generator controls, diagnostics, and operating information are accessible via the control panel keypads; diagnostics from the EMCP 4 optional modules can be viewed and reset through the EMCP 4.2B

NFPA BUNDLE

The NFPA Bundle provides parts and/or functionality to assist the dealer in obtaining NFPA compliancy.

NFPA compliancy is an end application requirement and meeting this application requirement is the

responsibility of the dealer and / or installer.

NFPA 110 application bundle selection will auto-select the following priced items:

Local Alarm Horn (PAA1).

Low Coolant Shutdown Circuit (WSS1).

Low Coolant Temperature Alarm (WCA1).

Low Fuel Level Alarm (FSS) with Engine Options Harness (ENGOPT).

Battery Charger (PBC10NU).

Depending on the local authority having jurisdiction (AHJ), the following options may be required in addition to the automatic selections:

Jacket Water Heater (WHH)

Remote Annunciator (ANNR010 or ANNR001)

0.8 Power Factor Test (TRSGEN7)

STANDARD BATTERY

Standard CAT Battery

NFPA BATT CHARGER UL10A 120VAC

NFPA,UL & CSA Compliant Battery charger, 120VAC

JACKET WATER HEATER

Coolant Heater

OIL TEMP GAUGE AND SENDER

Oil Temp Gauge and Sender

VOLT FREE CONTACTS GENSET RUN

VOLT FREE CONTACTS GENSET RUN & COMMON ALARM.

1. Main breaker voltage
2. ATS position (Contact from ATS)
3. Battery charger failure (From Battery Charger)
4. Low coolant level
5. Oil pressure
6. Main breaker amperage
7. Fuel tank level (actual level of fuel)
- Note: Requires FFS Input
8. Low oil pressure (Alarm)
9. Fuel pressure
10. Normal voltage
11. Radiator coolant temperature
12. System leak detection (Lube Oil and Coolant)

LOW COOLANT LEVEL SHUTDOWN

Part of the NFPA110 Bundle. Low coolant level shutdown

COOLANT RESERVIOR

Coolant reservoir
VIBRATION ISOLATORS.
Vibration Isolators.
PANEL MOUNTED AUDIBLE ALARM
Panel mounted audible alarm
SINGLE CIRCUIT BREAKER
Circuit Breaker
250A 100% RATED BREAKER
AUXILIARY CONTACTS
Shunt Trip & Auxiliary Contact
STANDARD RADIATOR
Standard Radiator
ENCLOSURE SILENCER
Standard enclosure silencer - Installed
STD TEST - PKG GEN SET 0.8 PF
PGS TEST REPORT @ 0.8 PF

ONE C4.4 LC50 50 KW GENERATOR SET AS DESCRIBED.....	\$25,675.00
ONE C4.4 LC40 40 KW GENERATOR SET AS DESCRIBED.....	\$24,667.00

FOB Tukwila, WA

Factory Build Time 9-11 weeks

Installation/Start up assistance not included

Thank you,

Rob Collins
 Engine Sales Representative
 907 786 7591 Office
 907 229 6831 Cell
 907 786 7567 Fax
rcollins@ncpowersystems.com

NC POWER SYSTEMS



TERMS AND CONDITIONS:

1. The above quoted prices are subject to change without notice; price quoted is valid for 30 days.
2. The above quoted prices do not include state and local taxes, if applicable.
3. All orders to purchase or lease based on this quotation shall be subject to acceptance by N C Power Systems Co. All transactions shall be made on, and subject to N C Power Systems Co.'s standard terms, conditions and warranties, or modified documents reflecting mutually-agreeable terms.
4. Provides Caterpillar Warranty for parts and labor on Caterpillar products. All other manufacturer's warranties apply per their respective warranty statements.

5. N C Power Systems Co. will not be responsible for, or subject to, penalties attributed to force majeure.
6. This proposal represents N C Power Systems Co.'s best interpretation of the project requirements, which may vary from other's interpretation. If equipment or services are not described, they cannot be construed to be included in this scope of supply.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 22, 2020
	<u>Agenda Section</u>	13

RESOLUTION No 09-20-1544 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, DESIGNATING CANVASS BOARD DUTIES TO TWO ASSEMBLY MEMBERS AND ONE QUALIFIED VOTING MEMBER OF THE COMMUNITY FOR CANVASSING THE RESULTS OF THE REGULAR ELECTION TO BE HELD OCTOBER 6, 2020

SUBMITTED BY:

Kim Lane, Borough Clerk

FISCAL NOTE:

Expenditure Required: \$XXX Total

FY 19: \$	FY 20: \$	FY21: \$
-----------	-----------	----------

Amount Budgeted:

	FY19 \$XXX
--	------------

Account Number(s):

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

Account Name(s):

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

Unencumbered Balance(s) (prior to expenditure):

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

Reviews/Approvals/Recommendations

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

ATTACHMENTS: Resolution No. 09-20-1544

RECOMMENDED MOTION:

Move to approve Resolution No. 09-20-1544 that designates the Canvass Board for the October 6, 2020 Regular Borough Election.

Summary Statement:

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.

There are three members of the assembly whose terms are not expiring at the October 6th election. Only two of those members are available. Therefore, the Mayor has the option to appoint a qualified voter to serve on the board in the place of an assembly member. That person must be a qualified voter and cannot be a member of the election board.

The Clerk has made the request that Erin Meissner be appointed to fill the third seat on the Canvass Board. Erin is the Deputy Clerk and therefore, she is an appropriate alternative.

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

CITY AND BOROUGH OF WRANGELL

RESOLUTION NO. 09-20-1544

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, DESIGNATING CANVASS BOARD DUTIES TO TWO ASSEMBLY MEMBERS AND ONE QUALIFIED VOTING MEMBER OF THE COMMUNITY FOR CANVASSING THE RESULTS OF THE REGULAR ELECTION TO BE HELD OCTOBER 6, 2020

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; and

WHEREAS, If three members of the assembly cannot serve on the canvass board, the mayor shall appoint one or more qualified voters to serve on the board in place of the member or members of the assembly; to be appointed to the canvass board, a qualified voter may not be a member of the election board.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, that Assembly Members **David Powell, Patty Gilbert & Erin Meissner** 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: _____, 2020

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>	September 18, 2020
	<u>Agenda Section</u>	13

RESOLUTION No. 09-20-1545 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2021 BUDGET IN MULTIPLE FUNDS PROVIDING FOR THE FY 2021 CAPITAL BUDGET AND AUTHORIZING ITS EXPENDITURE

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager
Amber Al-Haddad, Capital Facilities Director

FISCAL NOTE:

Expenditure Required: See Summary

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

	FY21
--	------

Account Number(s):

Account Name(s):

Unencumbered Balance(s) (after approval and prior to expenditure):

	\$
--	----

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Resolution 09-20-1545

RECOMMENDATION MOTION:

Move to Approve Resolution No. 09-20-1545.

SUMMARY STATEMENT:

Below is a summary of the funds being transferred and authorized for expenditure by Fund and by Project (including account numbers). In each fund, the reserve balance that is provided has the project funding already subtracted from it, so the balance is what remains after funding this year's Capital Projects.

General Fund

\$192,000 is being transferred from General Fund reserves to the Capital Projects Fund in the following project accounts and authorizing the expenditure:

Nolan Center Civic Center Flooring Replacement	\$41,000	80000 000 7900 00 21001
Swimming Pool Lighting Upgrades	\$40,000	80000 000 7900 00 24003
Kyle Angerman Memorial Playground Replace	\$56,000	80000 000 7900 00 24004
Environmental Work Plan: Public Works Yard	\$55,000	80000 000 7900 00 11005

The remaining reserve balance (excluding the 40% Working Capital reserve) is \$5,516,740.

The Swimming Pool HVAC Project is not included as staff is recommending the Assembly consider the use of CARES Act funding for this project.

Secure Rural Schools Fund

\$265,000 is being transferred from Secure Rural School Fund reserves to the Capital Project Fund in the following project accounts and authorizing the expenditure:

High School Elevator Repair/Replacement	\$210,000	80000 000 7900 00 20004
High School Sidewalk Replacement	\$55,000	80000 000 7900 00 20005

The remaining reserve balance (excluding the 40% Working Capital reserve) is \$2,671,428.

The Primary School Gym Flooring Replacement Project is not included as staff is recommending the Assembly consider the use of CARES Act funding for this project.

Electric Fund

\$102,000 is being transferred from Electric Fund reserves to the Capital Project Fund in the following project account and authorizing the expenditure:

Env. Assessment Utilities Campus Master Plan	\$102,000	70300 000 7900 00 70006
--	-----------	-------------------------

The remaining reserve balance (excluding the 40% Working Capital reserve) is \$1,257,752.

The AMI Meter Project is not currently included as the Assembly has requested additional justification of the expenditure prior to allocating funding.

Water Fund

\$160,000 is being transferred from Water Fund reserves to the Capital Project Fund in the following project accounts and authorizing the expenditure:

Upper Dam Stability Alternatives Analysis	\$65,000	72300 000 7900 00 72003
Ash Street Water Main Replacement (Eng.)	\$95,000	72300 000 7900 00 72004

The remaining reserve balance (excluding the 40% Working Capital reserve) is \$159,691.

Sewer Fund

\$150,000 is being transferred from Sewer Fund reserves to the Capital Project Fund in the following project account and authorizing the expenditure:

Node 8 Pump Station Replacement	\$150,000	76300 000 7900 00 76001
---------------------------------	-----------	-------------------------

The remaining reserve balance (excluding the 40% Working Capital reserve) is \$251,557.

CPV Fund

The authorized expenditures in this fund are increasing by \$50,000 in the following project account:

Mt. Dewey Trail Extension Flap Grant Match	\$50,000	28010 000 7900
--	----------	----------------

The remaining reserve balance is \$28,395.

Industrial Construction Fund

The authorized expenditures in this fund are increasing by \$65,000 in the following project account:

Environmental Work Plan Wilcox Automotive	\$65,000	52000 000 7515
---	----------	----------------

The remaining reserve balance is \$269,567.

The Harbor Surveillance System Project match is not being transferred at this time as we are not sure of the status of grant funds to cover the majority of the project cost. When that is known a resolution authorizing the match funding for the project will be brought to the Assembly.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION No. 09-20-1545

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2021 BUDGET IN MULTIPLE FUNDS PROVIDING FOR THE FY 2021 CAPITAL BUDGET AND AUTHORIZING ITS EXPENITURE

WHEREAS, the Assembly met on August 25th and September 8th to review the proposed Capital Budget for FY 2021; and

WHEREAS, funding for the Capital Budget must be transferred from the reserve balances in the General and Enterprise Funds into the Capital Fund, and expenditures must be authorized.

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

Section 1. The FY 2021 Budget is amended to reflect a total transfer of \$192,000 from General Fund reserves to the Capital Projects Fund in the following project accounts and authorizing the expenditure:

Nolan Center Civic Center Flooring Replacement	\$41,000	80000 000 7900 00 21001
Swimming Pool Lighting Upgrades	\$40,000	80000 000 7900 00 24003
Kyle Angerman Memorial Playground Replace	\$56,000	80000 000 7900 00 24004
Environmental Work Plan: Public Works Yard	\$55,000	80000 000 7900 00 11005

Section 2. The FY 2021 Budget is amended to reflect a total transfer of \$265,000 from Secure Rural School Fund reserves to the Capital Project Fund in the following project accounts and authorizing the expenditure:

High School Elevator Repair/Replacement	\$210,000	80000 000 7900 00 20004
High School Sidewalk Replacement	\$55,000	80000 000 7900 00 20005

Section 3. The FY 2021 Budget is amended to reflect a total transfer of \$102,000 from Electric Fund reserves to the Capital Project Fund in the following project account and authorizing the expenditure:

Env. Assessment Utilities Campus Master Plan	\$102,000	70300 000 7900 00 70006
--	-----------	-------------------------

Section 4. The FY 2021 Budget is amended to reflect a total transfer of \$160,000 from Water Fund reserves to the Capital Project Fund in the following project accounts and authorizing the expenditure:

Upper Dam Stability Alternatives Analysis	\$65,000	72300 000 7900 00 72003
Ash Street Water Main Replacement (Eng.)	\$95,000	72300 000 7900 00 72004

Section 5. The FY 2021 Budget is amended to reflect a total transfer of \$150,000 from Sewer Fund reserves to the Capital Project Fund in the following project account and authorizing the expenditure:

Node 8 Pump Station Replacement	\$150,000	76300 000 7900 00 76001
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Section 6. The FY 2021 Budget is amended to reflect an increase in the authorized expenditure in the amount of \$50,000 in the Commercial Passenger Vessel Fund in the following project account:

Mt. Dewey Trail Extension Flap Grant Match	\$50,000	28010 000 7900
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Section 7. The FY 2021 Budget is amended to reflect an increase in the authorized expenditure in the amount of \$65,000 in the Industrial Construction Fund in the following project account:

Environmental Assessment Wilcox Property	\$65,000	52000 000 7515
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PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL,
ALASKA THIS 22nd DAY OF SEPTEMBER 2020.

CITY & BOROUGH OF WRANGELL

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

City and Borough of Wrangell
FY2021 Capital Improvements and Major Maintenance Proposed Projects

Item f.

Dept.	Project Name	Estimated Project Cost	CBW Funding	Outside Funding			Total Requested in CBW Contributions	Manager Recommended FY21 CIP Funding Request	Fund Balance After 40% Working Capital Setaside
			FY21 CIP Funding Request	Grants and Donations	Loans	In-Kind Contributions			

GENERAL FUND									
Nolan Center	Civic Center Floor Replacement	\$ 41,000.00	\$ 41,000.00	\$ -	\$ -	\$ -	\$ 41,000.00	\$ 41,000.00	
P&R	Skeet Range Improvements	\$ 55,070.00	\$ -	\$ 55,070.00	\$ -	\$ -	\$ -	\$ -	
***P&R	Swimming Pool Hot Water Tank Replacement (Pool Priority #1)	\$ 55,000.00	\$ 32,950.00	\$ -	\$ -	\$ -	\$ 32,950.00	\$ 32,950.00	
P&R	Swimming Pool Lighting Upgrades (Pool Priority #2)	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ -	\$ 40,000.00	\$ 40,000.00	
*P&R	Swimming Pool HVAC Upgrades, Phase III (Pool Priority #3)	\$ 50,000.00	\$ 50,000.00	\$ -	\$ -	\$ -	\$ 50,000.00	\$ 50,000.00	
*P&R	Kyle Angerman Memorial Playground Replacement	\$ 192,000.00	\$ 56,000.00	\$ 116,000.00	\$ -	\$ 20,000.00	\$ 56,000.00	\$ 56,000.00	
Public Works	Environmental Work Plan for Public Works Yard Site	\$ 55,000.00	\$ 55,000.00	\$ -		\$ -	\$ 55,000.00	\$ 55,000.00	
Total General Fund		\$ 488,070.00	\$ 274,950.00	\$ 171,070.00	\$ -	\$ 20,000.00	\$ 274,950.00	\$ 274,950.00	\$ 5,708,740.00

WMC LEGACY FUND									
WMC Legacy	Environmental Work Plan for Wrangell Medical Center	\$ 35,000.00	\$ 35,000.00	\$ -	\$ -	\$ -	\$ 35,000.00	\$ 35,000.00	
Total WMC Legacy Fund		\$ 35,000.00	\$ 35,000.00	\$ -	\$ -	\$ -	\$ 35,000.00	\$ 35,000.00	\$ 229,914.00

NORTH COUNTRY TRAILHEAD ACCESS ROAD REPAIR FUND									
*Streets	North Country Trailhead Access Road Repair	\$ 61,790.00	\$ -	\$ 56,190.00	\$ -	\$ 5,600.00	\$ -	\$ -	
Total North Country Trailhead Access Road Repair		\$ 61,790.00	\$ -	\$ 56,190.00	\$ -	\$ 5,600.00	\$ -	\$ -	N/A - Grant

SECURE RURAL SCHOOLS FUND									
Schools	High School Elevator Repairs/Replacement (Priority #1)	\$ 210,000.00	\$ 210,000.00	\$ -	\$ -	\$ -	\$ 210,000.00	\$ 210,000.00	
*School/Streets	High School Sidewalk Replacement Project (Priority #2)	\$ 55,000.00	\$ 55,000.00	\$ -	\$ -	\$ -	\$ 55,000.00	\$ 55,000.00	
Schools	Primary School Gymnasium Flooring Improvements (Priority #3)	\$ 45,000.00	\$ 45,000.00	\$ -	\$ -	\$ -	\$ 45,000.00	\$ 45,000.00	
Total Secure Rural Schools Fund		\$ 310,000.00	\$ 310,000.00	\$ -	\$ -	\$ -	\$ 310,000.00	\$ 310,000.00	\$ 2,936,428.00

City and Borough of Wrangell
FY2021 Capital Improvements and Major Maintenance Proposed Projects

Item f.

			CBW Funding		Outside Funding					
Dept.	Project Name	Estimated Project Cost	FY21 CIP Funding Request	Grants and Donations	Loans	In-Kind Contributions	Total Requested in CBW Contributions	Manager Recommended FY21 CIP Funding Request	Fund Balance After 40% Working Capital Setaside	
COMMERCIAL PASSENGER VESSEL EXCISE TAX FUND										
*P&R	Mt Dewey Trail Extension FLAP Grant Match	\$ 504,577.00	\$ 50,000.00	\$ 454,577.00	\$ -	\$ -	\$ 50,000.00	\$ 50,000.00		
Total Commercial Passenger Vessel Excise Tax Fund		\$ 504,577.00	\$ 50,000.00	\$ 454,577.00	\$ -	\$ -	\$ 50,000.00	\$ 50,000.00	\$ 267,117.00	
INDUSTRIAL CONSTRUCTION FUND										
Ind Constr	Environmental Work Plan (former) Wilcox Automotive	\$ 65,000.00	\$ 65,000.00	\$ -	\$ -	\$ -	\$ 65,000.00	\$ 65,000.00		
Total Industrial Construction Fund		\$ 65,000.00	\$ 65,000.00	\$ -	\$ -	\$ -	\$ 65,000.00	\$ 65,000.00	\$ 334,567.00	
WRANGELL MUNICIPAL LIGHT & POWER FUND										
**WML&P	AMI Electric Metering System Upgrades	\$ 560,000.00	\$ 560,000.00	\$ -	\$ -	\$ -	\$ 560,000.00	\$ 560,000.00		
WML&P	Environmental Assessment for Utilities Campus Master Plan	\$ 102,000.00	\$ 102,000.00	\$ -	\$ -	\$ -	\$ 102,000.00	\$ 102,000.00		
Total Municipal Light & Power Fund		\$ 662,000.00	\$ 662,000.00	\$ -	\$ -	\$ -	\$ 662,000.00	\$ 662,000.00	\$ 1,359,752.00	
WATER FUND										
Water	Upper Dam Stability and Repairs Alternative Analysis (First Phase toward Shovel Ready)	\$ 65,000.00	\$ 65,000.00	\$ -	\$ -	\$ -	\$ 65,000.00	\$ 65,000.00		
Water	Ash Street Water Main Replacement Engineering Design (toward Shovel Ready)	\$ 95,000.00	\$ 95,000.00	\$ -	\$ -	\$ -	\$ 95,000.00	\$ 95,000.00		
Total Water Fund		\$ 160,000.00	\$ 160,000.00	\$ -	\$ -	\$ -	\$ 160,000.00	\$ 160,000.00	\$ 319,691.00	
HARBOR FUND										
****Harbor	Ports and Harbors Surveillance System	\$ 560,000.00	\$ 100,000.00	\$ -	\$ -	\$ -	\$ 100,000.00	\$ 100,000.00		
****Harbor	Inner Harbor Replacement Engineering Design (toward shovel ready)	\$ 672,000.00	\$ 672,000.00	\$ -	\$ -	\$ -	\$ 672,000.00	\$ -		
Total Harbor Fund		\$ 1,232,000.00	\$ 772,000.00	\$ -	\$ -	\$ -	\$ 772,000.00	\$ 100,000.00	\$ 578,144.00	

City and Borough of Wrangell
FY2021 Capital Improvements and Major Maintenance Proposed Projects

Item f.

			CBW Funding	Outside Funding			Total Requested in CBW Contributions	Manager Recommended FY21 CIP Funding Request	Fund Balance After 40% Working Capital Setaside
Dept.	Project Name	Estimated Project Cost	FY21 CIP Funding Request	Grants and Donations	Loans	In-Kind Contributions			

SEWER FUND															
*Sewer	Node 8 Sewer Pump Station Rehabilitation	\$	150,000.00	\$	150,000.00	\$	-	\$	-	\$	150,000.00	\$	150,000.00		
Total Sewer Fund		\$	150,000.00	\$	150,000.00	\$	-	\$	-	\$	150,000.00	\$	150,000.00	\$	401,557.00

SALES TAX FUND: SCHOOLS, HEALTH, AND SANITATION															
****Sanitation	Solid Waste Transfer Station Baler	\$	475,000.00	\$	90,000.00	\$	-	\$	-	\$	90,000.00	\$	90,000.00		
Total Sanitation Fund		\$	475,000.00	\$	90,000.00	\$	-	\$	-	\$	90,000.00	\$	90,000.00	\$	712,431.00

- Notes:
1. * Identifies projects approved in FY20, not transferred to a CIP Fund. Projects remain viable and are in a variety of progressive phases.
 2. ** Identifies projects approved in part in the WML&P's FY20 operating budget, which was unspent and rescope with an associated additional funding requirement
 3. *** Identifies projects approved in FY21's CIP Fund, which require a budget amendment.
 4. **** Identifies projects under review for grant funding. If grant funding is unsuccessful or the timing is such that it is not in the Borough's best interest to wait on outside funding, a local funding source may need to be identified.

Summary of Requested FY21 Capital Improvement Projects by Funding Source:		Grants/Loans/ In-Kind		Total Project Funding	
General Fund	\$	274,950.00	\$	191,070.00	\$ 466,020.00
Wrangell Medical Center Legacy Fund	\$	35,000.00			\$ 35,000.00
North Country Trailhead Access Road Repair Fund	\$	-	\$	56,190.00	\$ 56,190.00
Secure Rural Schools Fund	\$	310,000.00	\$	-	\$ 310,000.00 (\$55,000 already approved in operating budget, requires transfer to CIP Fund)
Commercial Passenger Vessel Excise Tax Fund	\$	50,000.00	\$	454,577.00	\$ 504,577.00
Industrial Construction Fund	\$	65,000.00	\$	-	\$ 65,000.00
Municipal Light & Power Department Fund	\$	662,000.00			\$ 662,000.00
Water Fund	\$	160,000.00			\$ 160,000.00
Harbor Fund	\$	100,000.00	\$	-	\$ 100,000.00
Sewer Fund	\$	150,000.00	\$	-	\$ 150,000.00
Sanitation Fund	\$	90,000.00	\$	-	\$ 90,000.00 (\$90,000 already approved in operating budget, requires transfer to CIP Fund)
Total Requested FY20 CIP/MM Funding		\$ 1,896,950.00	\$ 701,837.00	\$ 2,598,787.00	

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 22, 2020
	<u>Agenda Section</u>	13

Approval to hold a Special Assembly meeting to Certify the Oct 6th Regular Local Election

SUBMITTED BY:

Kim Lane, Borough Clerk

FISCAL NOTE:

Expenditure Required: \$XXX Total

FY 19: \$	FY 20: \$	FY21: \$
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Amount Budgeted:

	FY19 \$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:

Move to Approve holding a Special Assembly meeting on October 8, 2020 at 6:00 p.m., to Certify the results of the Regular Borough Local Election.

SUMMARY STATEMENT:

The Canvass Board will meet on Thursday, October 8, 2020 at 1:00 p.m. to count the Absentee Ballots (including by mail), as well as the ballots cast by fax and (if any) write-in votes. The Assembly

is required to certify the Canvass Board certificate. Therefore, the Clerk is asking that the Assembly approve the Special Assembly meeting to take place on Thursday, October 8th at 6:00 p.m. for that purpose.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 22, 2020
	<u>Agenda Section</u>	13

Discussion Item: Emergency Declaration Order (ORD 976) & Suspension of In-Person Assembly Meetings (RES 03-20-1520)

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager &
Kim Lane, Borough Clerk

FISCAL NOTE:

Expenditure Required: \$XXX Total

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

	FY20 \$XXX
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Account Number(s):

	XXXXXX XXX XXXX
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Account Name(s):

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

	\$XXX
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Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
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	Name(s)
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	Name(s)
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<input type="checkbox"/>	Attorney
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<input type="checkbox"/>	Insurance
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ATTACHMENTS: 1. Ordinance No. 976; 2. Resolution No. 03-20-1520

RECOMMENDATION MOTION:

None. Discussion/Direction Only.

SUMMARY STATEMENT:

On March 17, 2020, the Assembly adopted Ordinance No. 976 that declared an emergency for the City & Borough of Wrangell related to the COVID-19 pandemic. This order also granted authority to

the Borough Manager and Borough Mayor to issue Emergency Orders, to take necessary steps to protect public health during the emergency, with notification to the assembly prior to the issuance of any Emergency Order. This order is due to expire on October 17, 2020, unless extended.

It is very important the Borough extend the emergency declaration to maintain eligibility for any state or federal funding associated with the Pandemic.

Also, on March 17, 2020, the Assembly approved Resolution No. 03-20-1520 that allowed for the suspension of in-person Assembly meetings until October 17, 2020, unless extended.

Regarding the in-person meetings, Staff believes that it is still unsafe to have full in-person (including the Staff and Public) in the Assembly Chambers. Our Assembly Chambers are not set up for full in-person meetings with Staff and the public. In speaking with Capital Facilities, a local contractor could be hired to extend the *dias* to allow for social distancing of the Assembly. That would take away precious audience space and that would mean that only an estimated 4 to 6 people could be in the audience (including staff) along with the Assembly.

There are several options.

- Allow for full in-person meetings (not recommended by Staff)
- Allow for in-person meetings at City Hall with just the Assembly and the Manager & Clerk (possible with modifications to the *dias* and new electronic equipment to allow staff and the public to attend by videoconference)
- Allow for in-person meetings at the Nolan Center (possible with technology and radio connection upgrades)
- Extend the Order to allow for videoconference meetings until the risk of COVID-19 transmission has been significantly diminished
- Extend the Order through December 8th while staff make arrangements for necessary upgrades at City Hall or the Nolan Center

Staff would like to either look into setting up the Assembly Chambers with the electronic equipment (projectors, smart board, and screens) so that when the Assembly does decide to meet in-person, the Zoom Teleconferences can still take place for the general public or moving the Assembly Meetings to the Nolan Center. Moving to the Nolan Center would require new equipment.

Staff's recommendation would be to bring an action item back to the Assembly at the October 13th Regular meeting to extend both the Emergency Order and the Resolution that allowed for the suspension of in-person meetings to the regular meeting in December (8th). That would allow Staff the time to put these retrofits in place.

CITY AND BOROUGH OF WRANGELL, ALASKA
ORDINANCE NO. 976

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA DECLARING AN EMERGENCY RELATED TO THE NOVEL CORONAVIRUS (COVID-19) PANDEMIC AND GRANTING AUTHORIZATION TO TAKE ACTIONS NECESSARY TO PROTECT PUBLIC HEALTH DURING THE EMERGENCY

WHEREAS, the novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death and is caused by the SARS-Cov-2 virus, a new strain of the coronavirus that has not previously been identified in humans and is easily transmittable person to person; and

WHEREAS, COVID-19, or the novel coronavirus, is a contagious virus that is actively spreading across the world, including in the United States, and specifically now in Alaska with three confirmed cases; and,

WHEREAS, on March 11, 2020 the World Health Organization (WHO) declared the virus a pandemic; Alaska Governor Dunleavy issued a declaration of public health disaster emergency in response to the anticipated outbreak of COVID-19 in Alaska; and on March 13, 2020 President Donald J. Trump declared a national emergency in response to the virus pandemic; and

WHEREAS, public health officials describe that COVID-19 is most severe in people older than 60 and people with underlying health conditions like heart disease, lung disease, and diabetes; and

WHEREAS, Wrangell, Alaska has one of, if not the, highest number of senior citizens per capita of any community in Alaska; meaning a significant portion of the Wrangell population is at high risk for COVID-19 and related complications; and

WHEREAS, complications from COVID-19 can, among other things, include severe respiratory distress, which may require the use of a ventilator to assist with breathing; and

WHEREAS, Wrangell Medical Center only has three ventilators, so even a small outbreak of persons with COVID-19 related respiratory complications has the potential to overwhelm the capacity of the local healthcare system; and

WHEREAS, the spread of the virus in other areas, specifically those typically used as Medievac destinations from Wrangell (like Seattle), may overwhelm those healthcare capacities and make care on Wrangell Island the only available option; and

WHEREAS, the expected economic fallout from the COVID-19 pandemic, especially the cancellation and delay of cruise traffic through Canada to Southeast Alaska, has the potential to catastrophically impact the local economy; and

WHEREAS, local emergency actions taken to proactively prevent and mitigate the spread of the virus have the potential to severely impact the finances of local businesses and residents; and

WHEREAS, Wrangell, Alaska is a remote island community to which all food, supplies, and goods must be shipped by barge or by plane, almost exclusively through the Port of Seattle where there is a major outbreak of COVID-19 which could interrupt the supply chain of critical resources for the community.

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

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

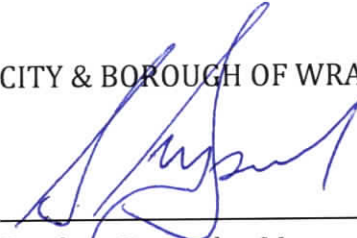
SECTION 2: DECLARATION OF EMERGENCY. The Assembly of the City and Borough of Wrangell, Alaska hereby declares an emergency for the City and Borough of Wrangell related to the Novel Coronavirus (COVID-19) Pandemic.

SECTION 3: EMERGENCY ORDERS. The Assembly of the City and Borough of Wrangell, Alaska hereby grants authority to the Borough Manager and Mayor to issue Emergency Orders taking steps necessary to protect public health during the emergency, with notification given to Assembly Members prior to issuance of any Emergency Order.

SECTION 4: EFFECTIVE DATES. This ordinance shall be effective upon adoption and shall sunset October 17, 2020 or until the virus is no longer declared a federal and state emergency, whichever occurs first.

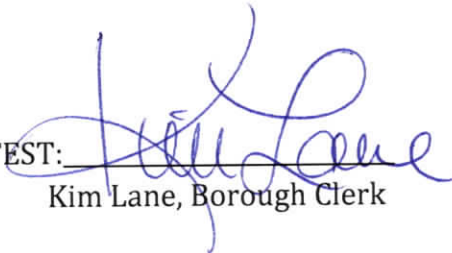
PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA THIS 17TH DAY OF MARCH, 2020.

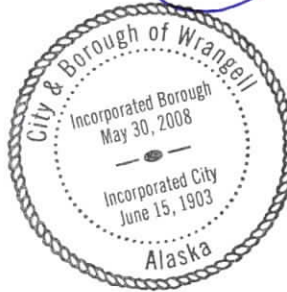
CITY & BOROUGH OF WRANGELL, ALASKA



Stephen Prysunka, Mayor

ATTEST:


Kim Lane, Borough Clerk



CITY AND BOROUGH OF WRANGELL

RESOLUTION NO. 03-20-1520

AN EMERGENCY RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA TEMPORARILY AMENDING WRANGELL MUNICIPAL CODE SECTION 3.05.050 (TELECONFERENCING) RELATED TO ASSEMBLY MEETINGS AND TEMPORARILY SUSPENDING ALL NON-ESSENTIAL BOROUGH COMMISSION, BOARD AND COMMITTEE MEETINGS

WHEREAS, COVID-19 or the novel coronavirus is a contagious virus that is actively spreading across the world, including in the United States, and specifically now in Alaska; and,

WHEREAS, public health officials describe that COVID-19 is most severe in people older than 60 and people with underlying health conditions like heart disease, lung disease, and diabetes; and

WHEREAS, state and federal public health officials currently recommend social distancing measures that minimize large group meetings and that encourage people to stay six feet apart; and

WHEREAS, state and federal officials currently prohibit group gatherings of 10 or more people; and

WHEREAS, the Assembly, boards, commissions, and committees of the City and Borough of Wrangell host multiple public meetings a month; and

WHEREAS, continuity of operations and business of the City & Borough of Wrangell must continue; and

WHEREAS, the health and safety of citizens, employees, and members of the Assembly, commissions, boards and committees is of paramount concern to the City & Borough of Wrangell; and

WHEREAS, Wrangell Municipal Code Section 3.05.050 provides for teleconference participation of Assembly meetings, but only if a physical quorum is present in the Borough Assembly Chambers; and

WHEREAS, to practice appropriate social distancing Section 3.05.050 must be temporarily amended to allow all Assembly members (staff and the public) to participate via teleconference or videoconference.

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

Section 1. Wrangell Municipal Code Section 3.05.050 (Teleconferencing) is temporarily amended as follows:

3.05.050 Teleconferencing and Videoconferencing.

A. The mayor or an assembly member who will be absent from a meeting, including public hearings and work sessions of the assembly, including an executive session, may participate in the meeting by telephone or other electronic means as provided in this section and provided the following circumstances are met:

1. The meeting is held with a quorum of members physically or via teleconference/videoconference means present;
2. Reasonable technical capabilities are available at the meeting location to allow the member to participate by teleconference/videoconference, including being able to hear and engage in discussion, and being audible to all persons participating in the meeting;
3. Prior to the meeting reasonable efforts will be made to ensure that the member participating by teleconference/videoconference is provided with the meeting agenda and other pertinent documents to be discussed and acted upon; access to the agenda and documents from the borough's website will be considered sufficient access;
4. For any executive session, the member participating by teleconference/videoconference shall acknowledge that there is no other person with the member or in close enough proximity to hear the meeting discussion.

B. Participation of Mayor and Assembly Members by Teleconference/Videoconference.

1. An assembly member may request to participate in any meeting of the assembly by notifying the clerk one hour prior to any meeting. ~~[to arrange for teleconference participation by 4:00 p.m. on the Friday before the Tuesday regular assembly meeting, and at least 12 hours before any special assembly meeting].~~
2. The mayor, or the presiding officer in the absence of the mayor, may request to participate in any meeting of the assembly by notifying the clerk to arrange for teleconference/videoconference participation one hour prior to any meeting. ~~by 4:00 p.m. on the Friday before the Tuesday regular assembly meeting, and at least 12 hours before any special assembly meeting.~~

3. The mayor and any assembly member participating by teleconference/videoconference shall be deemed to be present at the assembly meeting for all purposes, including for quorum and voting; ~~provided, that:~~

~~The mayor, or the presiding officer in the absence of the mayor, shall not preside over the assembly meeting when participating by teleconference.~~

4. The mayor and any assembly member participating by teleconference/videoconference shall have the same right to participate in any matter as if physically present at the assembly meeting, including debate under WMC 3.05.060, adjudicatory matters, and presentations. Reasonable efforts shall be made to make available to the mayor and any assembly member participating by teleconference/videoconference any pertinent documents that are to be discussed and/or acted upon, including the assembly packet.

5. The mayor and any assembly member participating by teleconference/videoconference shall have the same right to vote on any matter as if physically present at the assembly meeting. All voting at the meeting shall be by roll call vote. The assembly member who is participating by teleconference/videoconference, or the mayor when participating by teleconference/videoconference, determines whether the member or the mayor has had the opportunity to evaluate all pertinent information, including any testimony and/or evidence, and is prepared to vote.

~~6. Teleconference participation at any assembly meeting by each assembly member or by the mayor is limited to four times during the 12-month period commencing January 1st each year. However, teleconference participation by a member or the mayor will not be allowed consecutively for more than two regular meetings. Participation in a meeting by teleconference while out of town on municipal business does not count toward the four times for which teleconference participation is permitted or toward the two consecutive regular meetings limit on participation by teleconference.~~

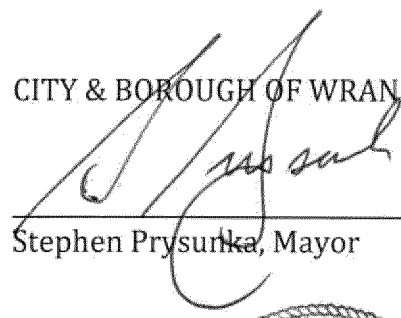
C. All votes taken at the meeting are by roll call of the members physically present at the meeting and the members participating by teleconference/videoconference. [Ord. 947 § 2, 2018; Ord. 915 § 3, 2016; Ord. 882 § 2, 2014.]

Section 2. This temporary amendment to Wrangell Municipal Code Section 3.05.050 is effective March 17, 2020 and shall sunset, unless otherwise previously terminated, October 17, 2020.

Section 3. All nonessential Commission, Board and Committee meetings are hereby suspended for a period of eight weeks beginning March 17, 2020 and ending May 17, 2020.

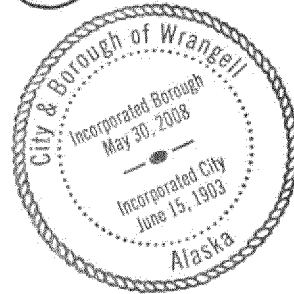
PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA THIS 17TH DAY OF MARCH, 2020.

CITY & BOROUGH OF WRANGELL


Stephen Prysunka, Mayor

ATTEST:


Kim Lane, Borough Clerk



CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 22, 2020
	<u>Agenda Section</u>	15

Executive Session: Collective Bargaining Update

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

Expenditure Required: \$XXX Total

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

	FY20 \$XXX
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Account Number(s):

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

ATTACHMENTS: 1. None.

RECOMMENDATION MOTION:

Pursuant to AS 44.62.310 (c)(3), I move that we go into Executive Session, and invite the Borough Collective Bargaining Team, to provide an update of the status of the Collective Bargaining Negotiations, a matter "which by law, municipal charter, or ordinance" is required to be confidential.

SUMMARY STATEMENT:

Information will be provided verbally during the executive session.