



City and Borough of Wrangell
Work Session & Borough Assembly Meeting
AGENDA

Tuesday, October 25, 2022

Location: Borough Assembly Chambers

Work Session from 6:00 to 7:00 PM / Regular Meeting at 7:00 PM

WORK SESSION (6:00 - 7:00 PM)

- a. Water Treatment Plant Improvements 65% Design Level Project Presentation with DOWL engineering team

1. CALL TO ORDER

- a. PLEDGE OF ALLEGIANCE led by Assembly Member Ryan Howe

b. CEREMONIAL MATTERS

- i. PROCLAMATION: Men's Wrangell High School Cross Country Team State Champions
- ii. PROCLAMATION - Extra Mile Day 2022
- iii. Certificates of Services for City Board and Committee Members

2. ROLL CALL

3. PERSONS TO BE HEARD

4. AMENDMENTS TO THE AGENDA

5. CONFLICT OF INTEREST

- 6. CONSENT AGENDA** - *Matters listed under the consent agenda are considered to be routine and will be enacted by one motion and one vote. there will be no separate discussion of these items. If the borough mayor, assembly member, manager, or clerk requests discussion on any particular item, that item will be removed from the consent agenda and will be considered under unfinished business (no motion is necessary to move an item from the consent agenda).*

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

- a. **RESOLUTION No. 10-22-1725** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, SUPPORTING FULL FUNDING (\$8,236,815) FOR THE STATE OF ALASKA MUNICIPAL HARBOR FACILITY GRANT PROGRAM IN THE FY 2024 STATE CAPITAL BUDGET
- b. Minutes from the October 6, 2022 Special Assembly Meeting
- c. Minutes from the October 11, 2022 Regular Assembly Meeting

7. BOROUGH MANAGER'S REPORT

- a. Borough Managers Report

8. BOROUGH CLERK'S FILE

- a. Borough Clerk's Report

9. MAYOR AND ASSEMBLY BUSINESS

10. MAYOR AND ASSEMBLY APPOINTMENTS

- a. Board, Committee, and Commission Appointments (If any)

11. PUBLIC HEARING

12. UNFINISHED BUSINESS

13. NEW BUSINESS

- a. Discussion and possible direction on the letter received from the Petersburg Borough regarding the IFA

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

15. EXECUTIVE SESSION

16. ADJOURNMENT



Wrangell High School Men's Cross Country Team PROCLAMATION

WHEREAS, the Wolves had a historic season and finished 1st in the Region V Championship Meet, and 1st in the State of Alaska 2A-1A combined division; and

WHEREAS, the members of the Wrangell Men's Cross Country Team are: Daniel Harrison, Devlyn Campbell, Ethan Blatchley, Boomchain Loucks, Elias Decker, Randy Churchill III, Ian Nelson and Coach Mason Villarma; and

WHEREAS, all varsity scorers placed top 8 in the 82 runner field at the Alaska State Championships and Daniel Harrison became the first Wolf in history to win an Individual State Champion Title, and

WHEREAS, Daniel Harrison also broke the Wrangell High School 5K record with a time of 16:45.00 and Boomchain Loucks became the top seeded Freshman in the State of Alaska; and

WHEREAS, the hard work, grit, and discipline of the Wolves allowed them to beat many larger schools in the regular season including: Ketchikan, East Anchorage, Palmer, Cordova, Juneau-Douglas, Thunder Mountain, and Wasilla.

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

Signed and sealed on behalf of the City & Borough of Wrangell this 25th day of October 2022.

Patricia Gilbert, Borough Mayor

Attest: _____
Kim Lane, MMC, Borough Clerk

Extra Mile Day

PROCLAMATION

November 1, 2022

WHEREAS, Wrangell, Alaska, is a community which acknowledges that a special vibrancy exists within the entire community when its individual citizens collectively “go the extra mile” in personal effort, volunteerism, and service; and

WHEREAS, Wrangell, Alaska, is a community which encourages its citizens to maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment, and conviction to their individual ambitions, family, friends, and community; and

WHEREAS, Wrangell is a community which chooses to shine a light on and celebrate individuals and organizations within its community who “go the extra mile” in order to make a difference and lift up fellow members of their community; and

WHEREAS, the City & Borough of Wrangell acknowledges the mission of Extra Mile America to create 550 Extra Mile cities in America and is proud to support “Extra Mile Day” on November 1, 2022.

NOW THEREFORE, I, Patricia Gilbert, Mayor of the City & Borough of Wrangell, Alaska, do hereby proclaim November 1, 2022, to be:

Extra Mile Day

And I urge each individual in the community to take time on this day to not only “go the extra mile” in his or her own life, but to also acknowledge all those who are inspirational in their efforts and commitment to make their organizations, families, community, country, or world a better place.

Patricia Gilbert, Borough Mayor

Attest: _____

Kim Lane, MMC, Borough Clerk

CERTIFICATE OF SERVICE

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

Alexandra Angerman

for her service and dedication on the Planning & Zoning Commission from:
October 2021 to October 2022

Patricia Gilbert, Borough Mayor

ATTEST: Kim Lane, MMC, Borough Clerk

Dated this 25th day of October 2022

CERTIFICATE OF SERVICE

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

Stephanie Cook

for her service and dedication on the Wrangell Convention & Visitors Bureau
From October 2019 to October 2022

Patricia Gilbert, Borough Mayor

ATTEST: Kim Lane, MMC, Borough Clerk

Dated this 25th day of October 2022

CERTIFICATE OF SERVICE

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

Ceona Koch

for her service and dedication on the Wrangell Parks & Recreation Advisory Board
From April 2022 to October 2022

Patricia Gilbert, Borough Mayor

ATTEST: Kim Lane, MMC, Borough Clerk

Dated this 25th day of October 2022

CERTIFICATE OF SERVICE

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

Jacob Hale

for his service and dedication on the Economic Development Committee from:
December 2020 to October 2022

Patricia Gilbert, Borough Mayor

ATTEST: Kim Lane, MMC, Borough Clerk

Dated this 25th day of October 2022

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	10-25-2022
	<u>Agenda Section</u>	6

RESOLUTION No. 10-22-1725 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, SUPPORTING FULL FUNDING (\$8,236,815) FOR THE STATE OF ALASKA MUNICIPAL HARBOR FACILITY GRANT PROGRAM IN THE FY 2024 STATE CAPITAL BUDGET

SUBMITTED BY:

Steve Miller
Port Director

FISCAL NOTE:

Expenditure Required:

FY 20:	FY 22: \$0	FY23:
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Amount Budgeted:

	\$
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Account Number(s):

Account Name(s):

Unencumbered Balance(s) (prior to expenditure):

	\$XXXXXXXX
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Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Resolution No. 10-22-1725

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

RECOMMENDATION MOTION (*Consent Agenda Item*):

Move to approve Resolution No. 10-22-1725

SUMMARY STATEMENT: This is to help show solidarity among coastal communities in support of the State of Alaska Municipal Harbor Facility Grant Program for the fiscal year 2024. This is a grant that we submit every year for possible funding.

This grant program was how we were able to get funding for the replacement of Shoemaker Harbor. We have funded several other harbor up-grades with this grant program.

CITY AND BOROUGH OF WRANGELL, ALASKA
RESOLUTION NO. 10-22-1725

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF
WRANGELL, SUPPORTING FULL FUNDING (\$8,236,815) FOR THE
STATE OF ALASKA MUNICIPAL HARBOR FACILITY GRANT PROGRAM
IN THE FY 2024 STATE CAPITAL BUDGET

Whereas, the majority of the public boat harbors in Alaska were constructed by the State during the 1960s and 1970s; and

Whereas, these harbor facilities represent critical transportation links and are the transportation hubs for waterfront commerce and economic development in Alaskan coastal communities; and

Whereas, the harbor facilities in Alaska are ports of refuge for ocean going vessels, and serve as essential transportation hubs to coastal Alaskan communities for supplies, trade in goods and services and connections to the world market for our exports and imports; and

Whereas, the State of Alaska over the past nearly 30 years has transferred ownership of most of these State-owned harbors, many of which were at or near the end of their service life at the time of transfer, to local municipalities; and

Whereas, the municipalities took over this important responsibility even though they knew that these same harbor facilities were in poor condition at the time of transfer due to the state's failure to keep up with deferred maintenance; and

Whereas, consequently, when local municipal harbormasters formulated their annual harbor facility budgets, they inherited a major financial burden that their local municipal governments could not afford; and

Whereas, in response to this financial burden, the Governor and the Alaska Legislature passed legislation in 2006, supported by the Alaska Association of Harbormasters and Port Administrators, to create the Municipal Harbor Facility Grant program (AS 29.60.800); and

Whereas, the Department of Transportation and Public Facilities utilizes a beneficial administrative process to review, score and rank applicants to the Municipal Harbor Facility Grant Program, since state funds may be limited; and

Whereas, for each harbor facility grant application, these municipalities have committed to invest 100% of the design and permitting costs and 50% of the construction cost; and

Whereas, the municipalities of the Sitka, Whittier, and Wrangell/Meyers Chuck have committed to contribute \$8,236,815 in local match funding for FY2024 towards harbor projects of significant importance locally as required in the Harbor Facility Grant Program; and

Whereas, completion of these harbor facility projects is dependent on the 50% match from the State of Alaska's Municipal Harbor Facility Grant Program; and

Whereas, during the last fifteen years the Municipal Harbor Facility Grant Program has only been fully funded twice; and

Whereas, a survey done by the Alaska Municipal League of Alaska's ports and harbors found that from the respondents, the backlog of projects necessary to repair and replace former State-owned harbors has increased to at least \$500,000,000; and

Whereas, given that Alaska is a maritime state and that our harbors are foundational to both our way of life and the economy of this great State it is in the public's best interest to maintain this critical infrastructure by using State, Local and Federal funds to recapitalize the crucial harbor moorage infrastructure statewide.

Now therefore be it resolved that the Alaska Association of Harbormasters and Port Administrators urges full funding in the amount of \$8,236,815 by the Governor and the Alaska Legislature for the State of Alaska's Municipal Harbor Facility Grant Program in the FY 2024 State Capital Budget to ensure enhanced safety and economic prosperity among Alaskan coastal communities.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA
THIS 25th day of OCTOBER 2022.

CITY & BOROUGH OF WRANGELL

Patricia Gilbert, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

**Minutes of Special Assembly Meeting
Held on October 06, 2022**

Mayor Stephen Prysunka called the Special Assembly meeting to order at 5:30 p.m., October 6, 2022, in the Borough Assembly Chambers.

PRESENT: MORRISON, GILBERT, DALRYMPLE, DEBORD (telephone), PRYSUNKA, HOWE

ABSENT: POWELL

PERSONS TO BE HEARD: None.

CONFLICT OF INTEREST: None.

ITEMS OF BUSINESS

5a RESOLUTION No 10-22-1722 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, CERTIFYING AND DECLARING THE RESULTS OF THE REGULAR BOROUGH ELECTION HELD OCTOBER 4, 2022

M/S: Morrison/Howe to approve Resolution No. 10-22-1722. Motion approved unanimously by polled vote.

5b Distribute Certificates of Service for Outgoing Elected Officials

Certificates of Service were presented for Mayor Stephen Prysunka, School Board Members Jessica Whitaker and Julia Ostrander, and to Port Commissioner Franklin Roppel.

5c Distribute Certificates of Appreciation for Election Workers

Certificates of Appreciation were presented for Election Chairperson Sarah Whittlesey-Merritt and Election Workers Deanna Reeves, Kim Fisher, and Paula Rak.

Meeting adjourned at 6:32 p.m.

Patricia Gilbert, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

**Minutes of Regular Assembly Meeting
Held on October 11, 2022**

Mayor Patricia Gilbert called the Regular Assembly meeting to order at 6:00 p.m., October 11, 2022, in the Borough Assembly Chambers. Mayor Gilbert led the pledge of allegiance, and the roll was called.

PERSONS TO BE HEARD – None.

AMENDMENTS TO THE AGENDA – None.

CONFLICT OF INTEREST

Robbins declared a potential conflict of interest to Item 13a (Resolution No. 10-22-1723) since she is a School Board member, and this item impacts the school. Gilbert declared that she did not see a conflict. There were no objections from the Assembly.

CONSENT AGENDA

6a Minutes from the September 28, 2022, Regular Assembly Meeting

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

BOROUGH MANAGER'S REPORT

Manager Good's Report was given.

BOROUGH CLERK'S FILE

Clerk Lane's report was given.

Lane asked that the Assembly (under Assembly Appointments), appoint two assembly members to the Code Review Committee.

MAYOR AND ASSEMBLY BUSINESS

Dalrymple stated that he is pleased that the city directors meeting for strategic planning.

Dalrymple also stated that although we are going after a lot of grant work, we need to be ready to go after more.

Gilbert stated that she wants to endorse two main goals: Infrastructure and Economic Development.

Gilbert stated that she would like this agenda item for Assembly Members to use it as an avenue for suggesting items to the Borough Manager, etc.

Gilbert stated that she would like to task the Economic Development committee in cooperation with our Borough Manager to 1. Market the old medical center 2. Market the former Mill Site and 3. Identify, develop, and market other borough owned land.

MAYOR AND ASSEMBLY APPOINTMENTS

11a Annual Vice-Mayor Appointment

M/S: Morrison/Dalrymple to appoint Dave Powell to fill the role of Vice-Mayor until October 2023. Motion approved unanimously by polled vote.

11b Annual Board and Committee Appointments

Mayor Gilbert appointed the following with terms ending October 2025. There were no objections from the Assembly.

- April Hutchinson and Terri Henson to the Planning & Zoning Commission
- Brenda Schwartz-Yeager and Caitlin Cardinel to the Wrangell Convention & Visitors Bureau
- Caitlin Cardinel and Bob Dalrymple to the Economic Development Committee

11c Annual Investment Committee Appointments (2 Assembly Members)

Assembly Members DeBord and Morrison volunteered to be on the Committee. There were no objections from the Assembly.

11d Code Review Committee

Assembly Members DeBord, Morrison, and Gilbert volunteered to be on the Committee. There were no objections from the Assembly.

PUBLIC HEARING - None.

UNFINISHED BUSINESS - None.

NEW BUSINESS

13a RESOLUTION No. 10-22-1723 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2022 BUDGET BY TRANSFERRING \$62,000 FROM THE SECURE RURAL SCHOOLS FUND RESERVES TO THE SECURE RURAL SCHOOLS FUND CIP FUND FOR THE HIGH SCHOOL AND MIDDLE SCHOOL FIRE ALARM REPLACEMENT PROJECT AND AUTHORIZING ITS EXPENDITURES

M/S: Morrison/Robbins to approve Resolution No. 10-22-1723. Motion approved unanimously by polled vote.

13b RESOLUTION No. 10-22-1724 OF THE CITY AND BOROUGH OF WRANGELL PROVIDING FOR A BUDGET AMENDMENT THAT DISSOLVES AND/OR CONSOLIDATES VARIOUS FUNDS IN CONFORMANCE WITH THE FY 2023 BUDGET STRUCTURE

M/S: Morrison/Dalrymple to approve Resolution No. 10-22-1724.

Finance Director Villarma explained that these accounts were not reflected in the budget and are not being used; this item dissolves these funds.

Motion approved unanimously by polled vote.

13c Approval of Amendment No. 6 of the Cold Storage Facility Lease Agreement with Trident Seafoods Corporation

M/S: Morrison/Dalrymple to approve Amendment No. 6 of the Cold Storage Facility Lease Agreement with Trident Seafoods Corporation.

In response to Dalrymple on how many third-party users use the cold storage, Nick Ohmer, Trident Seafoods Operations Manager in Southeast, stated that there are several independent fishermen, senior center, and there are several other fishing industry users as well.

Motion approved unanimously by polled vote.

13d Approval of a contract award to Sitka Electric Company, Inc. in the amount of \$574,000 for the High School and Middle School Fire Alarm Replacement Project

M/S: Robbins/Morrison to approve a contract award to Sitka Electric Company, Inc. in the amount of \$574,000 for the High School and Middle School Fire Alarm Replacement Project. Motion approved unanimously by polled vote.

ATTORNEY'S FILE - Available to view in the Clerk's office.

EXECUTIVE SESSION - None.

Meeting adjourned at 6:48 p.m.

Patricia Gilbert, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

MEMORANDUM

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

**FROM: JEFF GOOD
BOROUGH MANAGER**

SUBJECT: MANAGER'S REPORT

DATE: October 25, 2022

INFORMATION:

- The directors and I had a strategic planning session on October 18. We reviewed our mission and vision statement, our organizational structure, updated our capital improvement priority list, and developed task groups for land development, mill property and barge ramp, grant development and oversight, website, and logo.
- The economic development committee met to help develop the scope of the town halls for the mill property. Next step is to hold another meeting with key stakeholders prior to holding a town hall.
- I talked to the Petersburg Manager and his Assembly asked if the Wrangell Assembly is interested in having a meeting about the Inter Island Ferry.
- The Alaska Municipal League wrote a letter to our federal elected officials asking for assistance on the ARPA LACTF grant. Treasury Department stated the way the current language is written in the legislation is we are excluded because we are a combined City and Borough. We will need legislation to correct the discrepancy in order to be included in with the funding.

Harbor Department Steve Miller

- **Harbors:** Jacob Allen has taken a position at the land fill and Chris Smith is making his way south to start a new career. So, we have 2 open positions at the Harbor to fill. These positions may take some time to fill as the labor pool in Wrangell is slim. We will be filling the gaps the best we can. There no longer will be any night shift until we get these positions filled. We will alternate who is on standby for emergencies and do the best we can to service our customers. This also slows down maintenance as he will be doing inventory 3 of the 5 days of his work week.
 - We will be working on getting all floats winterized and ready for winter. Pressure washing will continue until it gets too cold. Notices to remove items from the floats for snow removal will be going out as well.
- **Ports:** We finished up the cruise ship season with the final ship on September 25th. The summer floats have been cleaned and stowed for the winter. Waterlines on city dock have been winterized for the season.
 - I can also report on the passenger wharfage fee that was implemented July 1st. The count for passengers July 1st thru October 1st is 9,494 with revenues of \$41,200. This will help balance our budget for port operations and losses we suffered the last few years. This is approximately half of what we project for a full year of operations.

- Carol Rushmore and I conducted an end of Cruise Ship season meeting with tourism industry participants. It was productive and very positive which was nice to see. I have included it as an attachment to the harbor report.
- **Marine Service Center:** The Winter storage rush is just about wrapped up. They continue to trickle in, and all long-term storage is at about 90% + capacity and work areas are about the same. The yard will continue to run at capacity throughout the winter. Scheduling has been such that we have recommended boat owners to book in advance as many months as possible.

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

Streets/PW

- Utilities were installed to a business in the Marine Service Center. Some concrete had to be removed.



- Utility locates were done at the airport along with DOWL engineering for a security project they are working on.
- Road maintenance (grading and ditching) was done on Rilatos hill.
- Road maintenance was done grading the industrial lot.
- PW partnered with DOT on clearing some storm drains going out Zimovia Hwy with the City's Vac truck. Supplies (cold patch and magnesium chloride) were traded for the operation of the vac truck.
- 1 full casket burial was completed. A new headstone was set and another was replaced. There was also 1 niche plate installation.
- The new columbarium has arrived in Wrangell and is currently being stored in the City rock pit until the site work can be completed at the cemetery.
- 1 leaky service along Zimovia Hwy had to be dug up, cut and replaced.



- Another leaky service was found on Cassiar St. It was determined this leak was on the homeowners side. Water was erupting under house, there was not a valve on the main line through the property. Water was shut off and the homeowner has been temped in until they can get a contractor to fix their side of the service line.
- PW Worked with a local contractor to fill in the concrete patch on Etolin St before the end of the season. This section of road was removed earlier this summer to install services to lots recently sold by the City and Borough. The patch on St Michaels was also done along with the Etolin St patch.



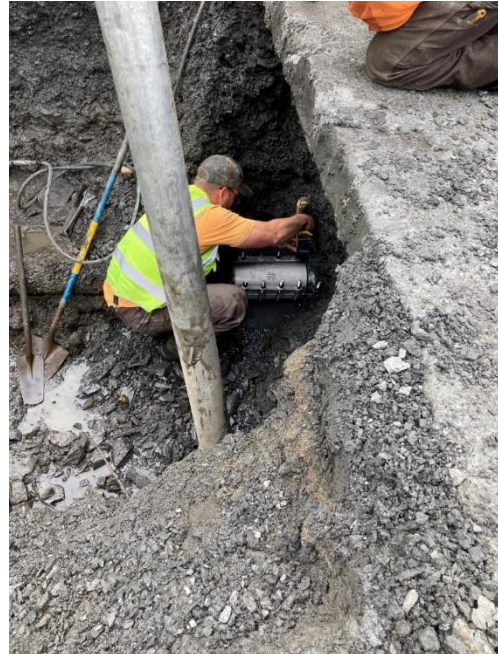
- Staff worked with a Survey team from DOWL on locating and tracing the old distribution lines that go down the hill from the Water Treatment Plant to the old chlorine shack that was located in Panhandle trailer court. These lines are being investigated as a possible avenue for how to handle backwash from a new WTP. At this time this seems to still be the best and cheapest option for handling the backwash.
- Petroglyph beach porta potties were removed and stored for the season.
- Ditching was done along Pine St and along Wood St.



- A guard rail and 2 street signs were re set.



- Lorne Cook has been promoted to Maintenance Specialist III after obtaining his level 1 Collection and Distribution Certifications.
- There was a water main break on St Michaels Street. In the 20' section of road that was removed there are now 5 bands on this main. 2 from this break and 3 from previous breaks. A full new stick was not installed because there was a bell (connection) in the middle of the 2 breaks. Another 20-30' of road would have needed to be removed and 2 full sticks (20' sections) would have needed to be replaced. St Michaels St is one of the roads identified for going after grants to replace roads and utilities. Public Works worked with a local contractor to get this road repaired with concrete.







- Public Works assisted the drillers and Geotech Engineers with the Mt Dewey Stabilization Analysis work that was done. Drillers needed water in order to do this work so they were temped into a hydrant in the area. Bed rock was found to be very shallow in 3rd st. We are awaiting results from the engineering team and will share those findings when we get them.



- Public Works staff assisted WMLP with a significant power outage near 8 mile.
- Significant cold patch was added to 3rd St.
- Gravel was added to Cow Alley
- Some street sweeping was done to clean roads as weather permits.

Water

- Chlorine Shack line assessment with DOWL for backwash handling. The photos below include the original wood stave pipe, the asbestos concrete pipe that replaced it, and the current ductile iron.



- DAM Emergency Action Plan was updated for the first time since 2002 and has been sent to all the necessary parties. The Public Works Director, City Manager, Police Chief and Fire Chief all met to discuss evacuation procedures in the event the EAP needs to be activated.
- Upper dam stability analysis was complete
 - An engineer with Shannon and Wilson was on scene to work directly with the drill crew from Discovery Drilling. Public works staff were on scene the entire time monitoring water levels, weirs, piezometers, and seepage through the dam. Below is a brief summary of the work that took place each day.

Thursday

Drilled at the toe of the dam. Mixture of hard and soft ground found until hitting bedrock at about 30'. All drilling and data collection in this area went according to plan.



Friday 9/30/2022

The crest and part of the slope near the middle of the upper reservoir dam was excavated. This was done to be able to place the drill rig in the middle of the slope to be able to drill into this portion of the dam. This was necessary to understand the construction throughout the dam vs only in the middle or below the dam. Once excavated water was seen coming through the ground in the dam, roughly inline with the height of the water in the reservoir. The Geotechnical Engineer who has done our last several Periodic Dam Safety Inspections, and who was lead engineer on this project was consulted prior to proceeding with the drilling. Additionally, the State of Alaska Dam Safety Inspection office was consulted on what we were seeing. It was determined that drilling could proceed but if anything else changed to stop and reassess. Water coming through the dam did not change during this portion of the drilling. Some information was able to be gathered in this location however because multiple rocks were hit while drilling and with limited space to move the drill rig to avoid the rocks we were unable to reach bedrock. The excavated area was filled back in and compacted that afternoon right as the heavy rainstorm began.

Another concern that arose during the drilling was the presence of the water seepage in the slope of the dam on Friday and whether or not the piezometers in the dam were functional. Piezometers are basically perforated tubes installed in dams that can measure water seepage within in a dam. If significant increases are noticed inside a piezometer it is a warning sign that something could be wrong. The piezometers in the center of the dam, nearest the portion that was excavated and had water flowing, were dry. This seemed unusual considering the water seepage. The piezometer nearest the old spillway had a couple feet of water in it which is not unusual for that piezometer and has been noted often in past inspections. The Engineering Team and Dam Safety Office were consulted and it was determined to install 2 new piezometers near the center of the dam to ensure we are getting accurate readings. Those materials had to be gold streaked to be installed over the weekend.



Saturday

Several locations were to be drilled in the crest of the dam throughout the day. During the second drilling location the probe that measures the density of the soil was broken off inside the dam and was unable to be retrieved. This limited the data that could be gathered in terms of soil density. Work was able to continue with a different drill set up that could distinguish between hard and soft soil and that could determine bedrock levels. Drilling in this fashion near the old spillway (Southwest side of the upper reservoir dam) bedrock was found between 57-60' down. Within 30 minutes of finishing the drilling in this location Public Works staff noticed silty water coming through the dam and into one of the weirs near the old spillway. Water does seep through this side of the dam and has been noted in our periodic dam safety inspections for decades. While water coming through this location is not new, the presence of silt was an immediate red flag. Work was halted and the engineering team was consulted. The City Manager, Chief of Police and Fire Chief were notified of the possibility for needing to enact the Dam Emergency Action Plan. Additionally, water levels in the piezometer nearest this location increased. After consulting with the engineering team direction was given by the lead engineer to monitor the situation for 2 hours and if the silty water stopped flowing the EAP did not need to be activated. However if the silty water was still flowing it could be indicative of a more significant problem in the dam and would have resulted in enacting the EAP. The piezometer in this location was within historical highs during heavy rain events. With the level of rain we experienced from Friday night into Saturday afternoon it made it more difficult to determine whether the piezometers had more water from the drilling or from the rain. Fortunately the silt cleared up and the EAP was not needed.

Lastly, during the heavy rains it was beneficial to be on the dam to see how water flows from the existing spillway down the hill. Over the years the spillway has forked into 3 separate

channel and with so much rain the 3rd channel was directing water slightly back towards the toe of the dam. A large back eddy was present just below the toe of the dam as a result. Staff took the opportunity to discuss this concern with the engineering team and contractors to determine if the creek could be re-routed safely. Plans were approved through the engineering team and staff worked with a local contractor to route water down hill in 1 main channel (similar to how it used to be) as well as placing rock along the creek to keep it from flowing back towards the dam. Due to flow levels this work was not performed until Monday after water level dropped.



Sunday

Spillway, weir and piezometer levels had dropped by Sunday morning. Piezometer materials arrived on Alaska Airlines and were installed. New piezometers near the center of the dam did not have water, indicating the existing piezometers were still working. Drilling was done to find bedrock in the center of the dam as well as near the current spillway. Approximately 30 minutes after drilling for bedrock in the center of the dam and while monitoring weirs, staff noticed more silty water coming through one of the ductile iron pipes in the center of the dam. These pipes have valves installed that are not operational. Water does seep

through these pipes however the silty water has not been noticed before. Work was again halted, the engineering team was consulted and the City Manager, Fire Chief and Police Chief were notified. The silt coming through the ductile iron pipes appeared to be less than what was experienced the previous day in the weir nearest the old spillway. The Lead Engineer gave similar instructions to monitor and report back. The silty water coming through the ductile iron cleared up within 30 minutes. Work was completed that day as per the direction of the engineering team.



Monday

A new probe was gold streaked to Wrangell over the weekend and arrived on Monday. The drill crew were able to use this method in 2 previously drilled locations and were able to gather more data. Drill work on the dam and spillway modifications were complete.

The engineers have a month to write their final report and findings. As soon as we receive this report it will be shared with the Assembly.



Wastewater

- Working with DOWL on the WTP project. Staff have been compiling data and information to DOWL in order to assess backwash handling for the new DAF system as well as running draw down test with Node 6 for handling the backwash.



- Node 19 generator building is moving along.



- PW had to replace another grinder pump that burned up. PW is planning to upgrade this to a duplex station. There are 3 houses and the porta potties for Petroglyph beach that use this station. If someone in one house is doing laundry and another person takes a shower the station goes into high alarm. One pump is designed for one house and definitely not more than 2.



- Below is an example of the dewatering tank and process.



Sanitation

- David Gillen has accepted and been promoted to the position of Sanitation Lead.
- Jacob Allen has accepted the position of Sanitation Worker and will begin working with Sanitation on October 4th. Increased hours began October 17th. Beginning October 17th dump hours are Monday through Saturday 8:30am-3:30pm.
- Last month we were notified by Republic that there could be disruptions in our garbage being shipped due to the Railroad Workers Union negotiations and potential strike. Our garbage is shipped by rail from Seattle to the Roosevelt Landfill in South Central Washington. Fortunately they were able to come to a short term agreement and operations were able to carry on. However, the Republic Representative informed us that there are more union negotiations going on with port workers on the west coast and that we should be keeping an eye on how that progresses as the 2 sides are very far apart at this time. This could have implications down the road if barges are not able to unloaded at the port, or if

railroad workers decide to strike in November when the short term agreement expires.

Garage

- We have been experiencing significant delays on ordering parts for certain vehicles. Specifically a catalytic converter for one of the capital facilities vehicles.
- We are also experiencing another electrical issue with one of the garbage trucks.
- Our recently hired mechanic Jake Eastaugh was able to do some limited fire truck training in Anchorage. Fire trucks and the pump systems that they run are some of our most complicated and critical pieces of equipment within the City. Getting Jake trained in how to work on this equipment has been a priority.
- The garage has been working with PW staff on getting vehicles and equipment ready for winter. This is a time consuming process as trucks need to be outfitted with sanders and other equipment and tires need to be switched. We do not have winter tires for heavy equipment like graders and loaders. As a result studs are put in by hand on this equipment and there are hundreds of studs per piece of equipment.

General

- Very short staffed during moose hunting.
- PW is working on developing training with an organization in Anchorage. Environmental Management Inc offers a number of trainings we are in need of and there are opportunities for grant funding. The plan right now is to focus on confined space entry, flagging, hazwopper, forklift and shoring training.

Economic Development Department

October 25, 2022

- **6 Mile Zimovia Highway Deep Water industrial site:** Staff are discussing contracting with a professional facilitator for the economic forum on the 6 mile site. Details are being discussed and dates considered.
 - Economic Development Committee met on October 19, 2023 to discuss the forward momentum of developing the mill site.
 - 1) EDC Recommends gathering all existing information regarding the mill property in one location and begin disseminating that information to the public in order for informative comments to be made at the forum.
 - 2) Reach out to stakeholders regarding development.
 - 3) Identify the infrastructure needs for development.
 - 4) Provide a time for community to access and view the mill site.
 - 5) Include housing as a component for industrial activities.
 - 6) The economic forum will help determine follow up direction.
- **Old Hospital site:** The hospital is still listed on the surplus property. Several options discussed internally is to reduce the price by half and keep on surplus and add some commercial real estate listing sites; reduce the price to only the land value; prepare an RFQ for a real estate company to market; or ask for an offer.

- Economic Development Committee met on October 19, 2023 to discuss next steps. While no formal recommendation was made, there was discussion that if grants for hazardous materials removal are available, then it should be an option for the borough to demolish the building and repurpose for housing opportunities. While there may be some grants available (more research will be required) they all would require match and special environmental requirements to oversee.
 - The EDC recommended to place the remaining 6 lots located behind the hospital structure up for sale. This would require rezoning and identifying utility needs.
- **Comprehensive Plan:** Staff has been working with various committees on individual chapters of the 2010 Comp Plan to outline issues that need to be addressed in an update. The EDC suggested that with all the economic opportunity the Borough has with the former mill site, the old hospital site and the former Institute Property, that a strong proposal should be submitted to the Assembly to fund a comprehensive plan update. The document serves multiple purposes as a direction for community development, investment, and critical for grant applications as well.
 - **Planning and Zoning Commission:** Several new zoning codes have been submitted to the attorney for review prior to moving into a public hearing process. They have also started work on an Accessory Detached Dwelling code that could help with the housing problem. They have plans to complete the remote zoning codes for entitlement lands and update the subdivision code as well.
 - **Wrangell Convention and Visitor Bureau:** WCVB has begun work on a Tourism Plan that can identify organizational structure for a staff person and/or department, infrastructure needs for improving tourism opportunities and marketing elements to promote the community.
 - **Economic Conditions Report:** A draft economic conditions report of the economy through 2021 has been provided by Rain Coast Data. It is being reviewed internally and a final report is expected to be available in a few weeks. This report will allow us to look at the impacts from the pandemic and compare it to pre-pandemic conditions. A Visitor Industry by the Numbers will be completed next spring once all 2022 numbers have been received.

City and Borough of Wrangell Capital Facilities Department Report October 20, 2022

Capital Improvement Projects - Capital Facilities provides management of capital improvement projects and major maintenance to City and Borough of Wrangell facilities and infrastructure. A total of **\$24,752,724** of capital improvement projects have currently received funding. Grant funded and locally funded projects are reported below.

- **Capital Projects Town Hall Meeting**
 - As staff work to develop the proposed FY23 priority capital projects, for which we will seek funding in the next fiscal year, a Capital Projects Town Hall Meeting is scheduled for Tuesday, November 1st at 5:30 p.m. at the Nolan Center. The purpose of the meeting is to provide an overview of the Capital Improvement Plan (CIP) and seek community input toward developing the Capital Improvement Plan for the Borough.

Grant Funded Projects

- **Non-Motorized Transportation System (Mt. Dewey Trail Extension)**
 - Funding for this project comes from the Federal Highway Administration, FLAP program, in the amount of \$904,768. A match of 9.03% is required.
 - The USACE (Corps) response to the impacts to wetland disturbance requires compensatory mitigation for the wetland impacts. The compensatory mitigation for wetlands impacts has been identified and will cost the Borough approximately \$24,000 for compliance with US Army Corps of Engineer regulations.
 - PND Engineers and Corvus Design are under contract for the project design.
 - **Update:**
 - PND Engineers and Corvus Design were in Wrangell on October 13th with 65% design in hand. A public meeting and a public walk of the project site was held for the public to be able to engage in the trail layout and design.
- **Port and Harbor Security System**
 - Funding for this project is from the Homeland Security State Program in the amount of \$429,000. With an additional \$427,804 funding below, the total funding for this project is \$856,000. This brings the total grant funding to approximately \$856,000. No match is required.
 - RESPEC is under contract for engineering design with completion by the end of the calendar year 2022.
 - **Update:**
 - The engineering design effort over the last few months includes researching camera types and parameters for each site. A preliminary set of drawings and the narrative have been drafted and QC reviewed. The narrative describes camera types and attributes for each site, as well as a description of the means to provide power and telecom to each device.

- 65% design documents were received this week for review and comments by Borough staff.
- **Water Treatment Plant Improvements**
 - The engineering design phase of this project has been funded by the Borough, through a variety of funding resources, including ARPA grant, General Fund Reserves, and Water Fund Reserves in the amount of \$1,107,963. An additional \$125,000 was recently approved for the packaged water treatment equipment shop drawings required to complete the design.
 - We received the award letter for the State of Alaska Designated Legislative Grant in the amount of \$4,100,000 for this project. Further funding requests will be submitted to both USDA and EDA. EDA will require a nearly 50% match, which has been identified to be provided from the \$4.1M recently awarded for this project through a State of Alaska Designated Legislative Grant.
 - DOWL's 35% level design was complete at the end of May, and staff have returned comments. The 35% level cost estimate projected a \$17M construction cost. Costs will be further refined with the 65% level design and cost estimate, which are scheduled to be complete by the first part of November.
 - **Update:**
 - We are awaiting EDA approval for consideration of award the packaged water treatment equipment preselection to the sole bidder. The sole bidder is also a Canadian company, which requires approval of a non-American company under the Buy American requirement of EDA.
 - DOWL's 65% design submittal was received this week for CBW staff review and comments. The 65% cost estimate is expected by early November.
 - The project design team, DOWL, will be in Wrangell the week of October 24th for a 65% plans-in-hand project and site review. There will be a work session prior to the October 25th Assembly meeting where they will present a project overview for the public.
- **High School Fire Alarm System Upgrades**
 - Funding for this project is from the Community Development Block Grant (CDBG) in the amount \$494,734 (including a recent amendment adding \$35,483) along with a local cash match in the amount of \$118,750 for a total project funding to date of \$613,484. A budget amendment, adding \$62,000 to the project for a 10% contingency was approved.
 - Sitka Electric was the low bid and the Assembly approved award to them pending receipt of their Sam.gov active registration status.
 - **Update:**
 - Sitka Electric continues to engage the Federal Help Desk to understand the status of their registration renewal, a process they began in May

2022. The federal assistance agency has indicated the delay is with a correction of their incorporation date.

- **Recreation Center & Pool HVAC and DDC Upgrades**
 - Funding for this project is from the Community Development Block Grant – COVID (CDBG-CV) in the amount of \$806,000. There is no match requirement for this CDBG-CV grant.
 - **Update:**
 - RESPEC engineers are behind schedule but have submitted a preliminary design for review.
 - The temperature control upgrades portion of this project is underway under a design-build approach with Meridian Systems. Their design submittal is expected to be delivered in November.

Locally Funded Projects

- **Airport Runway Light Generator & Electrical Connectivity**
 - Funding for this project is projected to come from the General Fund, in the amount of \$26,500, and be reimbursed by ADOT.
 - RESPEC engineers are responding to ADOT engineers' comments and requests for modification to the design. With DOT concurrence the project will be released for construction bidding.
- **Loading Dock – Solid Waste Transfer Station Upgrades**
 - The Sanitation Department has funded an amount of \$391,499 for this project, and the Denali Commission has awarded up to \$250,000, which combined with the local funding, there is \$641,499 available for this project.
 - **Update:**
 - Design for the loading dock is underway with R&M Engineering. Design has advanced with alternative site concepts and their associated cost estimates reviewed for selecting a preferred alternative for location and site modifications for access to the new loading dock.
- **6-Mile Property Environmental Site Assessment (ESA)**
 - A Phase I Environmental Assessment was made a part of the work the Borough is required to do perform under the Prospective Purchaser's Agreement (PPA) with DEC. The purpose of the PPA is the limit the Borough's liability related to environmental pollution and contamination for events that occurred on the site prior to Borough ownership.
 - Shannon & Wilson engineer was on site the week of October 10th to perform the site assessment for the Phase I ESA.
- **AMI Metering System Replacement**
 - The solicitation for competitive bidding is in development and expected to be released within a week's time. AMI vendors will be notified directly of the competitive solicitation once it has been released.
- **Sunset Gardens Cemetery Expansion and Columbarium**

- A Professional Services Agreement (PSA) with the engineer has been issued for execution. Survey work is expected to begin in October.
- The new Columbarium arrived last week and has been stored for future installation once the Sunset Cemetery Expansion project design is complete to ensure a wholistic approach to its placement.

CITY & BOROUGH OF WRANGELL, ALASKA

BOROUGH CLERK'S REPORT

SUBMITTED BY: Kim Lane, Borough Clerk

Upcoming Meetings & Other Informational dates:

Other City Boards/Commissions:

November 2 – Parks & Recreation Board mtg. at 5:30 pm in the Assembly Chambers

November 3 – Port Commission mtg. at 6:00 pm in the Assembly Chambers

November 10 – Planning & Zoning Commission mtg. at 6:00 pm in the Assembly Chambers

Community Events:

Meetings and Other events of the Borough Assembly:

November 8 - Regular Borough Assembly Meeting at 6:00 PM in the Assembly Chambers

November 22 - Regular Borough Assembly Meeting at 6:00 PM in the Assembly Chambers

December 13 - Regular Borough Assembly Meeting at 6:00 PM in the Assembly Chambers

January 10 - Regular Borough Assembly Meeting at 6:00 PM in the Assembly Chambers

January 24 - Regular Borough Assembly Meeting at 6:00 PM in the Assembly Chambers

February 14 - Regular Borough Assembly Meeting at 6:00 PM in the Assembly Chambers

February 28 - Regular Borough Assembly Meeting at 6:00 PM in the Assembly Chambers

March 14 - Regular Borough Assembly Meeting at 6:00 PM in the Assembly Chambers

March 28 - Regular Borough Assembly Meeting at 6:00 PM in the Assembly Chambers



Upcoming 72ND Annual AML Winter Conference:

- **Newly Elected Officials Training – Monday, December 5th (in-person)**
- **ACoM – Tuesday, December 6th (in-person)**
- **AML General Conference – Wednesday, December 7th – 9th (in-person)**

Mayor Gilbert and Assembly Member Robbins will be attending the AML Conference. The Mayor will also attend the Alaska Conference of Mayors and Assembly Member Robbins will attend the Newly Elected Training.

Post-Election Training

Our new Borough Attorney will be traveling here in November to do the OMA/Parliamentary training for all boards, commissions, and committee members of the City, along with the Borough Assembly members.

As soon as I have a definitive date, I will let everyone know!

There is a new vacancy on the Economic Development Committee with the term expiring October 2023. I have added this vacancy to the other board/commission vacancy notice.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	October 25, 2022
	<u>Agenda Section</u>	10

Board, Committee, and Commission Appointments

<u>SUBMITTED BY:</u>	
Kim Lane, Borough Clerk	
<u>ATTACHMENTS:</u> 1. None.	

RECOMMENDATION

Appointments are to be made by the Mayor, with the consent of the Assembly for the following vacancies:

<i>Board/Committee/Commission</i>	<i>Letter of Interest Received from:</i>
Planning & Zoning Commission (1 vacancy)	1. None.
Parks & Recreation Advisory Board (1 vacancy)	1. None.
Economic Development Committee (1 vacancy)	1. None.
Investment Committee (1 avail. – Community Member)	1. None.

Procedure - Mayor: "I will appoint _____ to fill the vacancy on the _____ until October _____.

If there are seats that are left vacant (no letters received), the Borough Clerk will advertise for the vacancies.

Appointments to be filled by the Mayor with the consent of the assembly for the various seats.

Recommended Action if not approved with the consent of the Assembly:

Motion: Move to appoint _____ to fill the vacancy on the _____ for the term up until October _____.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	October 25, 2022
	<u>Agenda Section</u>	13

Discussion and Possible Direction on the letter received from the Petersburg Borough regarding the IFA

SUBMITTED BY:

Jeff Good, Borough Manager

FISCAL NOTE:

Expenditure Required: \$XXX Total

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

	FY22 \$XXX
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Account Number(s):

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

Account Name(s):

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

	\$XXX
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Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Letter from the Petersburg Borough

RECOMMENDATION MOTION:

Discussion and Possible Direction.

SUMMARY STATEMENT:



October 10, 2022

Wrangell Borough Assembly
PO Box 531
Petersburg, AK 99929

Dear Wrangell Borough Assembly,

Governor Frank Murkowski recently presented his ideas on transportation issues in Southeast Alaska to a group of interested Petersburg residents and strongly encouraged Petersburg and Wrangell to once again invest in the Inter-Island Ferry Authority, along with the communities of Prince of Wales Island (POW), using a new business model to encourage tourism on POW in the summer months and that would coordinate with the Alaska Marine Highway ferry schedules.

The Petersburg Assembly is interested in discussing this idea with the Wrangell Assembly and would appreciate any thoughts you may have. Would the Wrangell Assembly be open to considering the idea?

Respectfully,

Mark Jensen
Mayor

Borough Administration

PO Box 329, Petersburg, AK 99833 – Phone (907) 772-4425 Fax (907)772-3759

www.ci.petersburg.ak.us