



City and Borough of Wrangell
Borough Assembly Meeting
AGENDA

Tuesday, February 22, 2022
6:00 PM

Location: Borough Assembly Chambers

1. CALL TO ORDER

- a. PLEDGE OF ALLEGIANCE led by Assembly Member David Powell
- b. CEREMONIAL MATTERS – None.

2. ROLL CALL

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

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 item, that item will be removed from the consent calendar and will be considered under unfinished business (no motion is necessary to move an item from the Consent Agenda).***

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

- a. RESOLUTION No. 02-22-1664** OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2022 BUDGET IN THE HARBOR FUND BY TRANSFERRING \$7,780 FROM HARBOR RESERVES TO THE HARBOR FACILITY REPAIRS AND MAINTENANCE ACCOUNT AND AUTHORIZING ITS EXPENDITURE FOR REIMBURSEMENT TO THE MEYERS CHUCK COMMUNITY ASSOCIATION FOR EMERGENCY DOCK REPAIRS AND REPEALING RESOLUTION NO. 05-21-1587
- b. RESOLUTION No. 02-22-1666** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2022 BUDGET IN THE PORTS AND HARBORS FUND TRANSFERRING \$140,381 FROM THE PORTS FUND RESERVES TO THE BARGE RAMP FLOATATION TANK REPAIRS CAPITAL PROJECT ACCOUNT AND AUTHORIZING ITS EXPENDITURES
- c.** Approval of the February 8, 2022 Regular Assembly Meeting Minutes
- d.** Approval of Beverage Dispensary - Tourism Liquor License Renewal Application for North Star Ventures LLC (Stikine Inn and Restaurant)

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. Appointment of an Assembly Member to be a Point of Contact for select Forest Service Projects

11. PUBLIC HEARING

- a. **ORDINANCE No. 1017** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTIONS 15.12.192, 15.12.200, 15.12.210, 15.12.215, AND 15.12.222 IN CHAPTER 15.12, ELECTRICITY AND ESTABLISHING A NEW PROCESS FOR RATES AND FEES IN THE WRANGELL MUNICIPAL CODE BY ADDING THE FEES TO THE ESTABLISHED FEE AND RATE SCHEDULE
- b. **RESOLUTION No. 02-22-1665** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE RATE AND FEE SCHEDULE FOR THE WRANGELL MUNICIPAL LIGHT & POWER DEPARTMENT AND INCREASING THE RATE FOR SEPERATELY METERED HEAT AND HOT WATER TO CONSISTENT WITH THE RATE INCREASE IN ORDINANCE NO. 1016
- c. **ORDINANCE No. 1018** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER 5.14, BOROUGH BUDGET BY ADDING SECTION 5.14.030, INTERFUND LENDING IN THE WRANGELL MUNICIPAL CODE
- d. **ORDINANCE No. 1019** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER 5.02, INVESTMENT OF BOROUGH FUNDS BY ADDING SUBSECTION E TO SECTION 5.02.050, INVESTMENTS, IN THE WRANGELL MUNICIPAL CODE

12. UNFINISHED BUSINESS

13. NEW BUSINESS

- a. Approval of a Contract Award to Dave's Welding & Repair, LLC in the amount of \$211,220 for the Barge Ramp Floatation Tank Repair Project

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

15. EXECUTIVE SESSION

- a. **EXECUTIVE SESSION:** Potential Mill Property Acquisition Update and Discussion

16. ADJOURNMENT

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	February 22, 2022
	<u>Agenda Section</u>	6

RESOLUTION No. 02-22-1664 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2022 BUDGET IN THE HARBOR FUND BY TRANSFERRING \$7,780 FROM HARBOR RESERVES TO THE HARBOR FACILITY REPAIRS AND MAINTENANCE ACCOUNT AND AUTHORIZING ITS EXPENDITURE FOR REIMBURSEMENT TO THE MEYERS CHUCK COMMUNITY ASSOCIATION FOR EMERGENCY DOCK REPAIRS AND REPEALING RESOLUTION NO. 05-21-1587

SUBMITTED BY:

Steve Miller, Port Director

FISCAL NOTE:

Expenditure Required: \$7,780 Total		
FY 20:	FY 22: \$7,780	FY23:
Amount Budgeted:		
\$0		
Account Number(s):		
74010 0007002 00 00000		
Account Name(s):		
Harbor Facility Repair & Maintenance		
Unencumbered Balance(s) (prior to expenditure):		
\$26,852		

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. 02-22-1664.

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. 02-22-1664.

SUMMARY STATEMENT:

This item is being brought back to the assembly for approval because although the Assembly approved Resolution No. 05-21-1587 to amend the FY 2021 Budget to pay this reimbursement, the reimbursement did not happen. Therefore, we are asking that the Assembly approve Resolution No. 02-22-1644 that amends the FY 2022 Harbor Budget so that the reimbursement can be completed.

Background: On May 12, 2021 a small group of elected officials and administrative staff traveled to Meyers Check to inspect the dock and visit with the residents. The Harbormaster included a report in this packet that outlines some of the work underway as a result of that visit. A number of issues were identified

and are outlined below

- Reimbursement to the “Community Fund” for the purchase of the barrels, both those purchased this year, and those purchased previously. These were purchased and installed by the residents to keep the dock floating.
- Request assistance from the federal delegation (specifically Senator Murkowski) in having the USCG take the entrance marker off a floating buoy and reinstall it on a spire mounted on rock. The floating buoy marker has led to a number of groundings by boaters inexperienced in the area.
- Replacement of the airplane float. This is a life/health safety issue. The whole float project is critical, but the airplane float will be replaced this summer as soon as possible. Options are currently being explored for the most expeditious way to get a new airplane float installed.
- Replacement of the full float system. The Harbormaster is developing a project scope based on the measurements he took and other known issues. A pre-project assessment of the float piles will need to be conducted by a diver. Arrangements for that will be made as soon as possible.
- Removal of the moorage fees. It was explained that most of the boaters through Meyers Chuck either don’t pay, or get irritated and anchor up just off the float. This keeps the floatplanes from being able to dock. This is a critical supply and potential life/health safety issue. Removal of the fees will be addressed at the next Port & Harbor Commission meeting. It will be followed by action of the Assembly to amend the resolution establishing harbor fees, by removing the moorage fees in Meyers Chuck.

Because the dock was literally sinking the Meyers Chuck Community Association purchased barrels and installed them under the dock to keep them floating. A second round of barrels was just purchased this year to further improve the situation. The dock facility in Meyers Chuck is the responsibility of the CBW Harbor Department. The residents of Meyers Chuck should never have had to make that expenditure or handle the repairs independently. While in Meyers Chuck Administration committed to reimbursing the Community Association. A memo outlining the expenses is attached. Please note, the labor for installing the barrels was donated by the residents.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 02-22-1664

A RESOLUTION OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2022 BUDGET IN THE HARBOR FUND BY TRANSFERRING \$7,780 FROM HARBOR RESERVES TO THE HARBOR FACILITY REPAIRS AND MAINTENANCE ACCOUNT AND AUTHORIZING ITS EXPENDITURE FOR REIMBURSEMENT TO THE MEYERS CHUCK COMMUNITY ASSOCIATION FOR EMERGENCY DOCK REPAIRS AND REPEALING RESOLUTION NO. 05-21-1587

WHEREAS, the Wrangell Municipal Code requires that the Borough Assembly approve any budget amendments over those amounts adopted; and

WHEREAS, the City and Borough of Wrangell's budget presumes that each department will, to the best of their ability, maintain its expenditures within its allocated budgeted level and exercise prudence in expending funds during the course of the fiscal year and recognizes that, from time to time, circumstances and events may require the original budget to need revision; and

WHEREAS, members of the Assembly, Port & Harbor Commission and Administration recently visited Meyers Chuck to conduct a dock inspection, among other thing; and

WHEREAS, on the visit, the group was made aware of the emergency dock repairs that were completed and paid for the Meyers Chuck Community Association; and

WHEREAS, the maintenance responsibility for the Meyers Chuck dock belongs to the City & Borough of Wrangell; and

WHEREAS, in order to make the Meyers Chuck Community Association whole, it is necessary to reimburse the organization for the expenses incurred related to these emergency repairs; and

WHEREAS, it is necessary to amend the FY 2022 Budget in the Harbor Fund to move money from Harbor Reserves and authorize its expenditure for this reimbursement.

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

Section 1: The FY 2022 Budget in the Harbor Fund is amended by transferring funds in the amount of \$7,780 from Harbor Reserves to the Harbor Facility Repair and Maintenance Account (74010 000 7002) and authorize its expenditure for reimbursement to the Meyers Chuck Community Association for Emergency Dock Repairs.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA THIS 22nd DAY OF FEBRUARY, 2022.

CITY & BOROUGH OF WRANGELL, ALASKA

Stephen Prysunka, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	February 22, 2022
	<u>Agenda Section</u>	13

RESOLUTION No. 02-22-1666 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2022 BUDGET IN THE PORTS AND HARBORS FUND TRANSFERRING \$140,381 FROM THE PORTS FUND RESERVES TO THE BARGE RAMP FLOATATION TANK REPAIRS CAPITAL PROJECT ACCOUNT AND AUTHORIZING ITS EXPENDITURES

SUBMITTED BY:

Amber Al-Haddad, Capital Facilities Director

<u>FISCAL NOTE:</u>		
Expenditure Required: \$140,381		
FY 20:	FY 22: \$140,381	FY23:
Amount Budgeted:		
\$115,000		
Account Number(s):		
74300-420-9999-00-74004		
Account Name(s):		
Barge Ramp Floatation Tank Repairs Capital Project		

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

ATTACHMENTS: 1. Resolution No. 02-22-1666

RECOMMENDATION MOTION:
Move to approve Resolution No. 02-22-1666.

SUMMARY STATEMENT:

Repairs to the Barge Ramp Floatation Tank are necessary to return the facility to regular operation associated with ocean transportation of freight in and out of Wrangell. The freight barge is currently

landing at the old mill dock, adjacent to the Marine Service Center, until the repairs are complete and the tanks reinstalled.

Funding in the amount of \$115,000 was approved for this project in 2021, and an Invitation to Bid was issued in February 2022. One bid was received on February 16, 2022, in an amount that exceeds current project funding. To move this project forward, a budget amendment is needed to accommodate the project costs, in the amount of \$140,381. Total project costs include the cost to remove and reinstall the barge, the cost of repairs, and a 5% construction contingency, as follows:

Remove and reinstall tank	\$ 22,000
Barge Fee and Material Costs to Temporarily Support Ramp	\$ 10,000
Tank Structure Repairs	<u>\$211,220</u>
Project Subtotal	\$243,220
5% Construction Contingency	<u>\$ 12,161</u>
Total Project	\$255,381

The repair work includes sandblasting and recoating the inside and outside of both tank sections and their uprights and welding 3/8" thick doubler plates to the bottom of the larger tank.



Resolution 02-22-1666 amends the FY22 Ports and Harbors Budget to authorize additional project funding and its expenditures.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 02-22-1666

A RESOLUTION OF THE ASSEMBLY OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2022 BUDGET IN THE PORTS AND HARBORS FUND TRANSFERRING \$140,381 FROM THE PORTS FUND RESERVES TO THE BARGE RAMP FLOATATION TANK REPAIRS CAPITAL PROJECT ACCOUNT AND AUTHORIZING ITS EXPENDITURES

WHEREAS, during an underwater Barge Ramp floatation tank assessment, it was determined that steel corrosion in the tanks walls and their end seams posed a threat to the integrity of the tank’s ability to support the barge ramp structure and a recommendation was made that the tanks repairs be made as soon as possible; and

WHEREAS, Resolution No 11-21-1636 approved amending the FY 2022 Ports and Harbors Budget by transferring \$115,000 from the Ports and Harbors Reserve Fund to the Barge Ramp Floatation Tank Repairs project account and authorizing its expenditures.

WHEREAS, following the results of the competitive construction bidding process there is the need for additional funding in the amount of \$140,381 in order to award to the lowest bidder, and have available for the project a five percent construction contingency, to cover the cost of the repairs and reinstallation of the Barge Ramp floatation tanks.

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

Section 1: The FY 2022 Budget in the Ports and Harbors Fund is amended by transferring \$140,381 from the Ports Fund Reserves to the Barge Ramp Floatation Tank Repairs project account and authorizing its expenditures.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA this 22nd day of February, 2022.

CITY & BOROUGH OF WRANGELL, ALASKA

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

Minutes of Regular Assembly Meeting
Held on February 8, 2022

Mayor Prysunka called the Regular Assembly meeting to order at 6:00 p.m., February 8, 2022, by Zoom Teleconference. Assembly Member Dalrymple led the pledge of allegiance, and the roll was called.

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

ABSENT: POWELL

Borough Manager Jeff Good and Borough Clerk Lane were also present.

CEREMONIAL MATTERS

Forest Service District Ranger, Clint Kolarich updated the Assembly on some of the projects that are of mutual interest with the Borough.

PERSONS TO BE HEARD / PUBLIC CORRESPONDENCE

Emailed Correspondence from Jackie Demontigny was included in the packet.

AMENDMENTS TO THE AGENDA

Gilbert requested to remove 6b (Ordinance No. 1008) and 6c (Ordinance No. 1019) from the Consent Agenda for consideration. These items were removed and placed under Unfinished Business.

CONFLICT OF INTEREST

DeBord stated that he may have a Conflict of Interest to Item 6e (CORRESPONDENCE: AK Mental Health Trust Authority Land Sale) since this item is in relation to the sale of land behind his property and he may be impacted by the sale. Prysunka stated that yes, he believed he did have a conflict of interest and if there were no objections from the Assembly, he would reclude himself from this item.

In response to a Parliamentary question on how to allow DeBord to vote on the Consent Agenda, Lane suggested moving the item from the Consent Agenda for it to be considered separately.

CONSENT AGENDA

- a. **ORDINANCE No. 1017** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTIONS 15.12.192, 15.12.200, 15.12.210, 15.12.215, AND 15.12.222 IN CHAPTER 15.12, ELECTRICITY AND ESTABLISHING A NEW PROCESS FOR RATES AND FEES IN THE WRANGELL MUNICIPAL CODE BY ADDING THE FEES TO THE ESTABLISHED FEE AND RATE SCHEDULE
- b. **ORDINANCE No. 1018** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER 5.14, BOROUGH BUDGET BY ADDING SECTION 5.14.030, INTERFUND LENDING IN THE WRANGELL MUNICIPAL CODE
- c. **ORDINANCE No. 1019** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER 5.02, INVESTMENT OF BOROUGH FUNDS BY ADDING SUBSECTION E TO SECTION 5.02.050, INVESTMENTS, IN THE WRANGELL MUNICIPAL CODE

d. Minutes from the January 25, 2022 Regular Assembly Meeting

e. CORRESPONDENCE: AK Mental Health Trust Authority Land Sale

Clerks Note: Items 6b, 6c, and 6e were removed from the Consent Agenda and placed under Unfinished Business.

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

BOROUGH MANAGER'S REPORT

Manager Good's report was provided.

BOROUGH CLERK'S REPORT

Clerk Lane's report was provided.

MAYOR AND ASSEMBLY BUSINESS

Prysunka stated that he and Manager Good met with Senator Stedman's staff to present some of our upcoming and ongoing projects in the community.

MAYOR AND ASSEMBLY APPOINTMENTS – None.

PUBLIC HEARING – None.

UNFINISHED BUSINESS

12a *Transferred from Consent Agenda* – **ORDINANCE No. 1018** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER 5.14, BOROUGH BUDGET BY ADDING SECTION 5.14.030, INTERFUND LENDING IN THE WRANGELL MUNICIPAL CODE

M/S: Gilbert/Morrison to approve first reading of Ordinance No. 1018 and move to a Second Reading with a Public Hearing to be held on February 22, 2022.

Good explained that this would set up in our Code how Interfund Lending would occur.

Finance Director Villarma walked the Assembly through the process of how this Ordinance would establish guidelines for interfund lending; explained the reasoning behind why the request was to allow interest rates to be at less than the prevailing rate.

M/S: Gilbert/Morrison to replace the term "Ordinance" with "Resolution" in sections E1, E2, and E3 and to add the phrase "without penalty" to Section D2. Amendment was unanimously by polled vote.

Main Motion, as amended was approved with Gilbert, Morrison, Howe, Dalrymple and Prysunka voted yes; DeBord voted no.

12b *Transferred from Consent Agenda* – **ORDINANCE No. 1019** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER 5.02, INVESTMENT OF BOROUGH FUNDS BY ADDING SUBSECTION E TO SECTION 5.02.050, INVESTMENTS, IN THE WRANGELL MUNICIPAL CODE

M/S: Gilbert/Morrison to approve first reading of Ordinance No. 1019 and move to a Second Reading with a Public Hearing to be held on February 22, 2022.

Villarma explained that this Ordinance gives us the tools to invest funds; allows the Borough to invest a little more aggressively but responsibly; checked with our Borough Attorney and Auditors and they approved of this process.

Gilbert explained that we are trying to treat Enterprise Funds like businesses; because they will earn a higher amount of return, this will help not only the Enterprise Funds but also the rate payers.

Motion approved unanimously by polled vote

12c *Transferred from Consent Agenda* – **CORRESPONDENCE:** AK Mental Health Trust Authority Land Sale

No action on this item was necessary.

NEW BUSINESS

13a Discussion Item: Assembly Direction regarding Borough Attorney Professional Services Agreement

After extensive discussion, the majority of the Assembly chose to put the Attorney Contract out for a Request for Qualifications (RFQ).

Gilbert requested that the advertisement be at least 30 days to allow enough time for interested attorneys to submit their packet for consideration.

13b Discussion Item: Assembly Direction regarding Lobbying Professional Services Agreement

After extensive discussion, the majority of the Assembly chose to put the State Lobbyist Contract out for a Request for Qualifications (RFQ).

ATTORNEY’S FILE

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

EXECUTIVE SESSION – None.

Regular Assembly meeting adjourned at 7:37 p.m.

Stephen Prysunka, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk



THE STATE of ALASKA GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community, and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE 550 West 7th Avenue, Suite 1600 Anchorage, AK 99501 Main: 907.269.0350

February 9, 2022

City & Borough of Wrangell Via Email: clerk@wrangell.com

Re: Notice of 2022/2023 Liquor License Renewal Application

Table with 2 columns: Field (License Type, Licensee, Doing Business As) and Value (Beverage Dispensary-Tourism, North Star Ventures LLC, Stikine Inn). License Number: 4618.

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

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

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

Sincerely,

Handwritten signature of Glen Klinkhart

Glen Klinkhart, Director amco.localgovernmentonly@alaska.gov

North Star Ventures LLC
P.O. Box 5503
Ketchikan, AK 99901

December 15, 2021

Alcohol and Marijuana Control Office
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501

Re: Tourism License Renewal – License 4618 – Tourism Statement

To Whom It May Concern:

The Stikine Inn is a full service hotel and restaurant, owned and operated by William and Cheryl Goodale and Jake Harris. We have 34 hotel rooms available for rent, and offer many amenities to our guests. All 34 of our rooms have small refrigerators and microwave ovens. We have one suite with a full kitchen. Our restaurant is a modern dining facility with catering and seating for approximately 154 people with our summer deck. The only item not available in our rooms is alcohol. Our alcohol sales are limited to our lounge and restaurant areas.

Now that the major renovations have been completed, we are still adding amenities and modernizations for the comfort of our guests. We have also begun offering guest laundry services. At this time have recently purchased from the City of Wrangell additional property so we may build out the building to add up to thirty more rooms and tourism related retail space. We received our fill permit from the Army Corps of Engineers and have filled in an area for an addition to the hotel. A warehouse for additional storage has been built to accommodate the growing business of the hotel and restaurant. We are the only operating hotel in Wrangell at this time.

We continue to advertise globally and have clientele from Australia, New Zealand, Japan, China, Germany, and the Middle East. We encourage tourism by working closely with the local charter companies and Stikine river operators to provide tourists a complete package for their wilderness experiences. Our website not only showcases our hotel and restaurant, but also boasts Wrangell and its many beautiful sights and experiences. We offer van services to shuttle people to and from the airline and ferries. We also shuttle our guests to the many hiking trails and other attractions.

Sincerely,



William C. Goodale

Managing Partner

AMCO

DEC 17 2021



Alaska Alcoholic Beverage Control Board
Tourism Statement

Alcohol and Marijuana Control Office **Item d.**
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

A new, transfer, or renewal application for a Beverage Dispensary – Tourism or Restaurant/Eating Place – Tourism license must be accompanied by a written statement that explains how the establishment encourages tourism and meets the requirements listed under AS 04.11.400(d) and 3 AAC 304.325.

This document must be completed and submitted to AMCO’s main office before any tourism license application will be reviewed.

Section 1 – Establishment Information

Enter information for the business seeking to have its license renewed.

Doing Business As:	Stikine Inn	License #:	4618
License Type:	Beverage Dispensary - Tourism		

Section 2 – Tourism Statement

2.1. Explain how issuance of a liquor license at your establishment has/will encourage tourism.

We are a full service hotel and restaurant. We are the only fine dining in the city of Wrangell. When our guests wish to have a relaxing dinner and evening, the ability to serve spirits enhances their experience.

2.2. Explain how the facility was/will be constructed or improved as required by AS 04.11.400(d)(1):

All requirements of Alaska Statute 04.11.400(d)(1) were met in 2018 when the liquor license was transferred to North Star Ventures, LLC. Before that it met the criteria as well. All changes requested by AMCO were done before the transfer. All requirements and restrictions brought on by COVID were adhered to including when the relaxations were recinded.

2.3 Does the licensee or applicant for this liquor license also operate the tourism facility in which this license is located?

YES

NO

2.4 If “no” who operates the tourism facility?



Alaska Alcoholic Beverage Control Board
Tourism Statement

Alcohol and Marijuana Control Office Item d.
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

2.5 Do you offer room rentals to the traveling public?

YES

NO

If "yes" answer the following questions:

How many rooms are available?

34

How many of the available rooms (if any) have kitchen facilities (defined as: a separate sink for food preparation along with refrigeration and cooking appliance devices, including a microwave)?

1

Do you stock or plan to stock alcoholic beverages in guest rooms?

YES

NO

If "no" is your facility located within an airport terminal?

YES

NO

2.6 If your establishment includes a dining facility, please describe that facility. If it does not please write "none".

Our restaurant is a modern dining facility with catering and seating for approximately 154 people with our summer deck.

2.7 If additional amenities are available to your guests through your establishment (eg: guided tours or trips, rental equipment for guests, other activities that attract tourists), please describe them. If they are not offered, please write "none".

None.
We do work closely with all of the local vendors that supply these amenities.

MEMORANDUM

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

**FROM: JEFF GOOD
BOROUGH MANAGER**

SUBJECT: MANAGER'S REPORT

DATE: February 22, 2022

INFORMATION:

Alaska Municipal League and Southeast Conference: Ray set up the following meetings for us:

- I attended the Alaska Municipal League and the Southeast Conference in Juneau. Assembly Member Morrison and I were able to meet with Rep Ortiz and Sen Stedman's staff to discuss our current projects and needs within the community.
- We meet with DEC to discuss our 301H waiver and 401 application for our Wastewater Treatment Plant. We are one of the first communities going through this process and they are looking at funding for a possible project depending on the results of the EPA waiver.
- I met with DOT to discuss moving forward with the backup generator for the airport.
- We are meeting with the Governor's office to discuss the planned use of State land for logging.
- Setting up a meeting with Deputy Director of the Alaska Mental Health Trust to understand their future plans for the Wrangell Borough.

Harbor:

- Harbor continues to work with the Police Department on derelict vehicles in the harbor.

Other items of interest:

1. We will be putting out a solicitation for another mechanic for the garage in the coming weeks.
2. We are working on an RFQ for the camera systems for the harbor.

Finance Department**SEALASKA:**

- Mason met with SEALASKA's CEO and Board of Directors to talk through collaboration opportunities.
- The main opportunities for partnership that we discussed were:
 - The mill property as a deep-water port for tourism or a specialty mill for SEALASKA's wood product development division

- SEALASKA providing Jeff, Mason and Carol technical guidance on the carbon credit program and how we might be able to apply that to our municipal entitlement lands
- Grant sharing on some of our capital projects (specifically Water & School CIP)
- We will have on-going collaboration discussions throughout the next few months. SEALASKA has requested that we provide them a tourism plan for CBW

SEARHC:

- Leatha, SEARHC's *Chief Operating Officer*, & Borough Administration have been in negotiations on a PILT agreement for all SEARHC properties. The latest proposal is a \$225,000 PILT increasing 2% year-over-year in return for all existing properties to be exempt from property taxes
- Any new properties will not be treated as in the scope of the agreement

Trident Seafoods:

- The Finance Department and Trident have been working on a lease amendment to the cold storage facility lease that amend the lease term and monthly lease amount.
- The amendment also includes a right of first refusal clause that gives Trident the option to purchase the facility in 2026 when our EDA grant terms allow the facility to be sold.

UBS Account Maintenance:

- Upon investigation of our UBS Operating Account. \$3.9M has been harbored in Cash for years and not actively invested.
- The Borough contacted UBS and wired the \$3.9M back to our WF Checking account. The investment committee will meet Wednesday, February 23rd to discuss investment opportunities
- It is likely the money will be transferred to our APCM Operating Account

Investment Committee:

- In addition to looking at investment options for the \$3.9M taken out of UBS, the Investment Committee's primary objective will be to create guidance on how investment income is budgeted and allocated.

Sales Tax:

- Borough Administration is considering adjusting the allocation of sales taxes from the existing 68%, 28%, 4% structure to a new structure.
 - Reasons for adjustment:
 - SRS Funding is not sufficient for School Funding
 - General Fund Capital Project Structure has been changed
 - Marine Service Center [to discuss]

Budget Development:

- We are well underway with developing the FY 2023 budget. All directors are currently assessing their needs and going through first round of budget review. We have a tentative

schedule for Work Session to review each of the funds. Kim and Mason will work to firm up the dates and they will be proposed at the next meeting.

CITY & BOROUGH OF WRANGELL, ALASKA

BOROUGH CLERK'S REPORT

SUBMITTED BY: Kim Lane, MMC, Borough Clerk

Upcoming Meetings & Other Informational dates:

Other City Boards/Commissions:

February 24 – CVB Public Mtg. at 6:00 pm (Tourism Best Practices)

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

March 3 – Port Commission Mtg. at 5:30 pm in the Assembly Chambers

Community Events:

Meetings and Other events of the Borough Assembly:

March 7 – Work Session with the Borough Assembly, School Board and Staff at 6 pm in the Assembly Chambers

March 8 – Work Session & Regular Borough Assembly Mtg. at 6 pm in the Assembly Chambers

March 22 – Work Session & Regular Borough Assembly Mtg. at 6 pm in the Assembly Chambers

PRIMARY AND GENERAL ELECTION INFORMATION: Nonpartisan TOP FOUR (Primary Election) & Ranked Choice Voting (Not for the Local Borough Elections)

Voters passed Ballot Measure No. 2 in the 2020 November General Election, which changed how Alaska conducts the *Primary and General Elections* for the state and federal elections (not the Local Borough Elections in October). What the voters approved was:

➤ *Non-Partisan Top Four Primary structure for the August Primary Elections* (from the State of Alaska Elections Website)

What is a Nonpartisan Top Four primary election?

There will be only one ballot, with all candidates regardless of political party or political group affiliation. Voters may cast a vote for one candidate in each race, regardless of voter's political affiliation.

Only four candidates in each race who receive the most votes will advance to the general election. The primary election no longer determines the nominee of a political party or group.

What happens when there are less than four candidates in a race?

All candidates for that race will move onto the general election.

When is the first/next election the Nonpartisan Top Four primary election system will be used?

The August 16, 2022 primary election.

Will my registered political affiliation affect who I can vote for?

No. All candidates will be on the same ballot and all voters may vote for anyone regardless of registration affiliation.

Will there still be a ballot measures only ballot in the primary?

No. With a Nonpartisan primary, there is no need for a ballot measure only ballot.

➤ *Rank Choice Voting for the November General Elections* (from the State of Alaska Elections Website)

To watch a video that explains how this process works, please visit:
<https://www.elections.alaska.gov/>

What is Ranked Choice Voting?

Ranked Choice Voting allows voters to rank candidates in order of preference. In the 2020 general election, voters approved an initiative to establish a Ranked Choice Voting general election system.

When is the first/next election the Ranked Choice Voting system will be used?

The November 8, 2022 General Election.

How does Ranked Choice Voting work?

In each race, voters will rank their choices in order of preference. The top four candidates who advanced from the primary election to appear on the ballot. If voters would like to vote for a write-in candidate, they may do so and include that candidate in the ranking. For a candidate to win, they must receive a majority (50% + 1) of total votes cast. If no candidate receives a majority of votes in the first round of counting, more rounds of counting continue until a candidate reaches a majority. This is what happens:

How are votes counted in Round 1?

Only the vote for your 1st choice candidate is counted.

- If a candidate receives more than 50% of first-choice votes, that candidate wins.
- If no candidate wins in Round 1, the counting goes to Round 2.

How are votes counted in Round 2 and subsequent rounds?

The last place candidate from each race in Round 1 is eliminated and their supporter's 2nd choice selections are allocated to the remaining candidates on the ballot. This vote redistribution process continues until one candidate reaches over 50% of the votes cast. In each round of counting, each voter gets one vote.

Is there a benefit of ranking multiple choices?

Yes. By ranking multiple candidates, you can still have a voice in who gets elected even if your top choice does not win. Ranking multiple candidates ensures your vote will go toward your 2nd, 3rd, 4th, or 5th choice if your top choice is eliminated, giving you more voice in who wins.

How do I mark my ballot in a Ranked Choice Voting election?

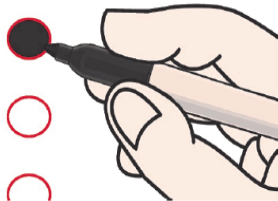
The names of candidates are listed in rows on the left side of a ballot. Numbered rankings appear in columns to the rights of the candidate names.

Voters can rank all available candidates (with an option for an official write-in candidate) in a given race using the columns on the ballot to indicate their choices. Voters may rank as many or as few candidates as they like. If voters do not want to rank some of the candidates, they can leave any remaining columns blank.

RANKED CHOICE VOTING

Instructions: Vote by ranking candidates of your choice.

- Rank as many or as few candidates as you like
- Fill in no more than one oval for each candidate or column
- For your first-choice, fill in the oval in the first-choice column
- For your second-choice, fill in the oval in the second-choice column
- For your third-choice, fill in the oval in the third-choice column, and so on



United States Senator

	1st Choice	2nd Choice	3rd Choice	4th Choice	5th Choice
Heather Olson (Libertarian)	○ ¹	○ ²	○ ³	○ ⁴	○ ⁵
Chick Hicks (Republican)	○ ¹	○ ²	○ ³	○ ⁴	○ ⁵
Naomi Jackson (Nonpartisan)	○ ¹	○ ²	○ ³	○ ⁴	○ ⁵
Tiffany Sunshine (AKA Indep)	○ ¹	○ ²	○ ³	○ ⁴	○ ⁵
Write-in:	○ ¹	○ ²	○ ³	○ ⁴	○ ⁵

How do I vote for a write-in candidate?

To vote for a candidate whose name is not on the ballot, write the person’s name on the “Write-in” line, and fill in an oval to rank your choice.

What are the mistakes for marking a ballot in the general election that a voter needs to avoid?

Marking more than one candidate with the same ranking or marking only one candidate

with all rankings or skipping more than two rankings. If you skip one rank, your votes will still count. If you skip two or more ranks, the counting will stop there and only ranks before the two skipped ranks will count. Below is the CORRECT way to mark your ballot.

Governor / Lieutenant Governor					
	1st Choice	2nd Choice	3rd Choice	4th Choice	5th Choice
Claire Wheeler (Democrat) / Dirk Pratt (Democrat)	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Elena Rivera (Undeclared) / Jackson Storm (Nonpartisan)	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Augustus "Spike" Jones (Republican) / Buddy Pine (Republican)	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Britney Davis (Libertarian) / Ellie Fredricksen (Libertarian)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Write-in:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Can I still vote for just one candidate?

Yes. If you prefer, you can still vote for just your 1st choice candidate. However, ranking other candidates does not harm your 1st choice.

If I rank other candidates, does it affect my first choice?

No. Only your 1st choice is counted in Round 1. Your 2nd, 3rd, 4th, and other choices will be considered only if your 1st choice candidate does not win.

Do I have to rank all candidates in the general election?

No. You may rank as many or as few candidates as you would like. If you do not want to rank a candidate, leave their column blank. Be sure to NOT assign the same ranking to more than one candidate or assign all rankings to one candidate.

Can I rank my favorite candidate as my first, second, and third choice, and so on?

You should not assign all rankings to a single candidate in a race. If you rank your preferred candidate more than once, for example as your 1st, 2nd, 3rd, 4th, and 5th choice, then only your first ranking will count. Ranking a particular candidate more than once does not benefit the candidate. If a voter ranks a single candidate as the 1st, 2nd, 3rd choice, and so on, it is the same as leaving the second, third choice, and so on, blank. If you choose more than one candidate in a race as your 1st choice, your vote for that race will not be valid.

United States Senator					
	1st Choice	2nd Choice	3rd Choice	4th Choice	5th Choice
Heather Olson (Libertarian)	<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input checked="" type="radio"/> 4	<input type="radio"/> 5
Chick Hicks (Republican)	<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input checked="" type="radio"/> 5
Naomi Jackson (Nonpartisan)	<input type="radio"/> 1	<input type="radio"/> 2	<input checked="" type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5
Tiffany Strait (AK Indep)	<input checked="" type="radio"/> 1	<input checked="" type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5
Write-in:	<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Can I give multiple candidates the same ranking?

No. You should not assign multiple candidates the same ranking. If you give multiple candidates the same ranking, it is considered an “over-vote.” If your ballot contains an over-vote in a race, it will be considered an “inactive ballot” because we are unable to determine which ONE candidate to allocate that ranked vote to. Unless voter intent is clear, we are forced to ignore that portion of the ballot that contains the over-voted race.

State Senator District A				
	1st Choice	2nd Choice	3rd Choice	4th Choice
Lucius Best (Democrat)	<input checked="" type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4
Finn McMissle (Democrat)	<input checked="" type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4
Abominable Snowman (Republican)	<input checked="" type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4
Write-in:	<input checked="" type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4

If I rank four candidates in a race, does that mean I got to vote four times?

No. You only get one vote counted per race. Your vote will only count toward your highest ranked candidate in that race who has not been eliminated. If your top choice candidate is eliminated, your vote will then count toward your next highest ranked candidate.

What will cause a race to require subsequent tabulation rounds?

If no candidate receives 50% plus one after all eligible ballots are counted.

What happens if there is a tie during one of the tabulation rounds? Which candidate gets to advance?

In the event of a tie between two candidates with the fewest votes in a round, Alaska law

says the tie is resolved “by lot” to determine which candidate is eliminated and which candidate advances to the next round. Believe it or not, “by lot” means the division’s director will flip a coin or draw straws. The same applies if there is a tie for the last two remaining candidates.

What will the results on general election night look like?

The unofficial results on general election night will report only the results based on voters’ 1st choice ranking in each race. Just like past elections, all results are unofficial until the State Review Board certifies the election and all eligible absentee and questioned votes are counted.

When and where will the tabulation rounds take place?

Tabulation rounds will begin after the last counting of ballots on the 15th day following election day. This will happen in Juneau at the Director’s Office.

When can I expect results in Ranked Choice Voting elections?

It is likely that unofficial results in Ranked Choice elections will be known once all eligible absentee and questioned ballots are counted, which according to state law is 15 days after Election Day. The results will not be official until the State Review Board certifies the election.

How will I know when and why my 1st choice candidate was eliminated?

In addition to a summary report available on the division’s website, showing the final votes tallied for the winning candidate, reports will be available to show how many votes each candidate had in every round they advanced to.

What offices are elected using Ranked Choice Voting?

The bill includes President/Vice President, U.S. Senator, U.S. Representative, Governor/Lieutenant Governor, and all state representatives and state senators.

Will Ranked Choice Voting be used for judges and ballot measures?

No. All judicial retentions and ballot measures will continue to run in the same yes or no fashion as in past elections.

Who else uses Ranked Choice Voting?

Seventeen U.S. cities including San Francisco, Santa Fe, and Minneapolis use Ranked Choice

Voting, in addition to the State of Maine who uses it for all federal races. It is also used by the Academy Awards.

Reading these FAQ's is not the best way I learn. Will other educational tools be available?

Absolutely. The division will provide additional educational tools during the months leading up to the Primary and General elections to ensure voters are prepared to vote using these new election systems. This voter educational and outreach campaign, beginning no later than May 2021, will include but is not limited to: videos, live chats, presentations, print materials, graphics, practice ballots, social media posts, translated guides, interactive practice tools, and accessible guides for voters with disabilities.

Visit the State of Alaska's Division of Elections page for more information:

<https://www.elections.alaska.gov/Core/RCV.php>

NONPARTISAN TOP FOUR PRIMARY ELECTION



STATE OF ALASKA
 DEMONSTRATION BALLOT
 August 16, 2022
 Primary Election

House District 1

If you make a mistake, you can ask for a new ballot.

Instructions: To vote, completely fill in the oval to the left of your choice, ● like this.

PLEASE NOTE: A candidate's designated affiliation does not imply that the candidate is nominated or endorsed by the political party or group or that the party or group approves of or associates with that candidate, but only that the candidate is registered as affiliated with the party or group.

United States Senator (vote for one) <input type="radio"/> Brandon Johns (Registered Libertarian) <input type="radio"/> Chick Hicks (Registered Republican) <input type="radio"/> Naomi Jackson (Registered AK Indep) <input type="radio"/> LoyRoy Finch (Registered Democrat) <input type="radio"/> Tiffany Strait (Nonpartisan)	State Senator District A (vote for one) <input type="radio"/> Diana Garcia (Registered Democrat) <input type="radio"/> Finn McMissle (Registered Democrat) <input type="radio"/> Joey Brown (Registered Republican)
United States Representative (vote for one) <input type="radio"/> Duke Caboom (Registered Democrat) <input type="radio"/> Sue Brookes (Registered Republican) <input type="radio"/> Bruce Tippers (Registered Republican) <input type="radio"/> Brent Mustang (Registered Democrat) <input type="radio"/> Gary Barker Jr. (Undeclared)	State Representative District 1 (vote for one) <input type="radio"/> Lauren Poorsy (Registered Republican) <input type="radio"/> Kristina Lealsko (Registered Democrat) <input type="radio"/> Edna Mode (Registered Republican) <input type="radio"/> Benjamin Monty (Nonpartisan)
Governor/Lieutenant Governor (vote for one) <input type="radio"/> Dirk Prat (Registered Democrat)/ Amber Wheels (Registered Democrat) <input type="radio"/> Elena Rivera (Undeclared)/ Jackson Storm (Undeclared) <input type="radio"/> Holly Bryans (Registered Republican)/ Judy Goody (Registered Republican) <input type="radio"/> Briney Davis (Registered Libertarian)/ Wyatt Shaney (Registered Libertarian) <input type="radio"/> Sherri Squibbles (Nonpartisan)/ Amy Dancy (Nonpartisan)	

Candidates with different political affiliations will appear in the same race on the ballot.

If there are four or less candidates in the same race, they will all move on to the general election.

A candidate for Governor must run jointly with a candidate for Lieutenant Governor.

NONPARTISAN TOP FOUR PRIMARY ELECTION

THERE WILL ONLY BE ONE BALLOT

Voters will vote for one candidate in each race and the top four candidates from each race will go on to the general election.

All voters will get the same ballot, regardless of their political affiliation.

All candidates will be on the same ballot, regardless of their political affiliation.

THE PRIMARY WILL NOT DETERMINE THE NOMINEE OF ANY POLITICAL PARTY OR GROUP.

There is no nominating petition process that allows a candidate to run in the general election.

RANKED CHOICE VOTING COUNTING GUIDE

WHAT In all state and federal general elections, voters rank candidates in order of preference, instead of only choosing one.

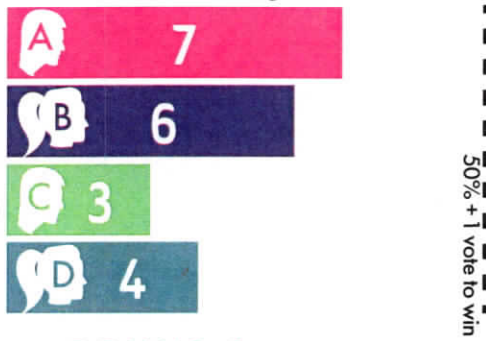
HOW Ballots are counted in rounds. If a candidate gets 50% + 1 vote in round one, they win. Candidates are eliminated until two candidates remain and the candidate with the most votes wins.

ROUND 1

Only your 1st choice ranking is counted.

If a candidate gets 50% + 1 vote, they win.

If not, the counting goes to Round 2.



ROUND 2

The candidate with the fewest votes gets eliminated.

If you voted for that candidate, your vote goes to your next choice and you still have a say in who wins.

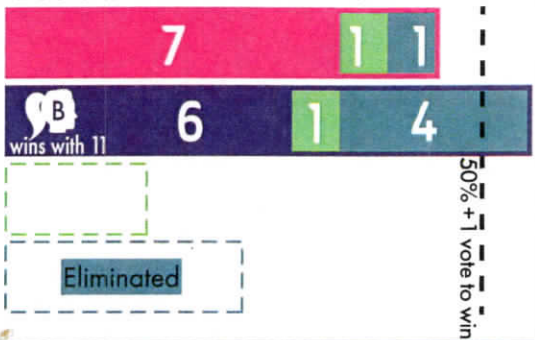
If more than two candidates are left, counting continues.



ROUND 3 (and beyond)

The candidate with the most votes wins.

If two candidates are left, the candidate with the most votes wins.



RANKED CHOICE VOTING BALLOT MARKING GUIDE

CORRECT:

Fill in one oval per candidate, in each column.

Ranking other candidates does not affect your 1st choice but you do not have to rank all candidates.

	1st Choice	2nd Choice	3rd Choice	4th Choice	5th Choice
Candidate A	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Candidate B	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Candidate C	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Candidate D	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Write in: Tom	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

Optional Write-in: Write their name on the "write-in line" and fill their oval in the column of your choice.

WRONG:

	1st Choice	2nd Choice	3rd Choice	4th Choice	5th Choice
Candidate A	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Candidate B	<input type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Candidate C	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Candidate D	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Write-in:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Do NOT rank a candidate more than once. Your vote only counts once for that candidate no matter how many times you rank that candidate.

	1st Choice	2nd Choice	3rd Choice	4th Choice	5th Choice
Candidate A	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Candidate B	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Candidate C	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Candidate D	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Write-in:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Do NOT give multiple candidates the same ranking. This is an overvote and counting stops at the point of the overvote.

	1st Choice	2nd Choice	3rd Choice	4th Choice	5th Choice
Candidate A	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Candidate B	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Candidate C	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Candidate D	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Write-in:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Do NOT skip two or more sequential rankings. If you do, only the rankings before the skipped rankings will count.

WHAT TO EXPECT

1st choice results reported	Ongoing ballot counting	Counting rounds start
General Election Night	For eligible absentee and questioned ballots	15 days after Election Day
		Final unofficial results reported

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	February 22, 2022
	<u>Agenda Section</u>	10

Appointment of an Assembly Member to be a Point of Contact for select Forest Service Projects

SUBMITTED BY:

Kim Lane, Borough Clerk

<u>FISCAL NOTE:</u>		
Expenditure Required: \$7,780 Total		
FY 20:	FY 22: \$7,780	FY23:
Amount Budgeted:		
\$0		
Account Number(s):		
74010 0007002 00 00000		
Account Name(s):		
Harbor Facility Repair & Maintenance		
Unencumbered Balance(s) (prior to expenditure):		
\$26,852		

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

ATTACHMENTS: None.

RECOMMENDATION MOTION:
No motion necessary. Appointment made by the Mayor with the Consent of the Assembly.

SUMMARY STATEMENT:
The USFS is looking at having one Assembly Member work with them as a Point of Contact on one or both of the following projects:

Wrangell Wild Blueberry Management – Wild/Cultural Foods and Food Security - \$100,000

Wrangell Area Trail Improvements - \$103,000

District Ranger, Clint Kolarich in Wrangell believes that Carol Rushmore is the point of contact for the Wrangell Area Trail Improvements project and that Assembly Member Dalrymple has been the point of contact for the Wrangell Wild Blueberry Management project. This appointment would just make the point of contact official.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	February 22, 2022
	<u>Agenda Section</u>	11

ORDINANCE No. 1017 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTIONS 15.12.192, 15.12.200, 15.12.210, 15.12.215, AND 15.12.222 IN CHAPTER 15.12, ELECTRICITY AND ESTABLISHING A NEW PROCESS FOR RATES AND FEES IN THE WRANGELL MUNICIPAL CODE BY ADDING THE FEES TO THE ESTABLISHED FEE AND RATE SCHEDULE

SUBMITTED BY:
Rod Rhoades, Electrical Superintendent
Kim Lane, Borough Clerk

FISCAL NOTE:

Expenditure Required:		
FY 20: \$	FY 21:	FY22:
Amount Budgeted:		
	FY22 \$0	
Account Number(s):		
Account Name(s):		
Unencumbered Balance(s) (prior to expenditure): See Agenda Statement		

Reviews/Approvals/Recommendations

<input type="checkbox"/>	
Name(s)	
Name(s)	
<input checked="" type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Ord 1017 2. Existing Code Sections

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

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

RECOMMENDATION MOTION:
Move to approve Ordinance No. 1017.

SUMMARY STATEMENT:

NOTE that the rate in Section WMC 15.12.222 that is included in this Ordinance did not increase with Ordinance No 1016 because it was missed. It shows as an increase of \$0.01 on the proposed rate and fee schedule that is to be considered under the Public Hearing on this Agenda.

The content below has not changed from the February 8th Assembly Meeting.

In August 2021, the Assembly approved Ordinance No. 1005. That Ordinance removed certain fees from the Wrangell Municipal Code and allowed for those fees to be established by Resolution. That process is like what other departments have done.

With the recent adoption of Ordinance No. 1016, staff realized that the meter rate fees should have been included when the established fee schedule was approved by the assembly on August 24, 2021.

This Ordinance would remove the amount from of the hydroelectrical wholesale power rate that is established by Southeast Alaska Power Authority (SEAPA) and amend sections of Chapter 15.12 to remove the rates from the Wrangell Municipal Code and place them on an approved “fee schedule” for the Wrangell Municipal Light & Power.

This fee schedule would be established by Resolution of the Assembly and would require a Public Hearing when adopted or amended. If the Assembly approves this first reading of the Ordinance, the Ordinance and the Resolution (current WML&P fee schedule as amended with these fees) will both be placed under the Public Hearing section in the Agenda for the February 22, 2022.

This Ordinance has been approved to form from our Borough Attorney.

CITY AND BOROUGH OF WRANGELL, ALASKA
ORDINANCE NO. 1017

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTIONS 15.12.192, 15.12.200, 15.12.210, 15.12.215, AND 15.12.222 IN CHAPTER 15.12, ELECTRICITY AND ESTABLISHING A NEW PROCESS FOR RATES AND FEES IN THE WRANGELL MUNICIPAL CODE BY ADDING THE RATES TO THE ESTABLISHED FEE AND RATE SCHEDULE

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

[The changes to the existing code are shown as follows: the words that are underlined are to be added and the words that are bolded and in brackets are to be deleted.]

SEC. 1. Action. The purpose of this ordinance is to amend Sections 15.12.192, 15.12.200, 15.12.210, and 15.12.215 in Chapter 15.12, to establish a new process for rates and fees in Chapter 15.12, Electricity, of the Wrangell Municipal Code by adding to the established Fee Schedule for WML&P.

SEC. 2. Amendment. Sections 15.12.192, Hydroelectrical Wholesale Power Rate Adjustment; 15.12.200, Meter Rates – Residential service (Schedule A); 15.12.210, Small commercial service (Schedule B); and 15.12.215, Meter rates – Large commercial service (Schedule C) are hereby amended as follows:

15.12.192 Hydroelectrical wholesale power rate adjustment.

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

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

...

15.12.200 Meter rates – Residential service (Schedule A).

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

The assembly shall, by resolution, establish fees and rates for Wrangell Municipal Light & Power. A Public Hearing shall be required on the resolution that establishes such fees and rates.

[B. Rate.

Customer charge: \$8.00 per month

Energy charge:

0 – 300 KWH	\$0.1448 per KWH
301 – 1,200 KWH	\$0.1191 per KWH
Over 1,200 KWH	\$0.0956 per KWH]

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

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

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

The assembly shall, by resolution, establish fees and rates for Wrangell Municipal Light & Power. A Public Hearing shall be required on the resolution that establishes such fees and rates.

[C. Rate. Schedule B.

Customer charge:	\$9.00 per month
Energy charge:	\$0.1341 per KWH]

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

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

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

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

The assembly shall, by resolution, establish fees and rates for Wrangell Municipal Light & Power. A Public Hearing shall be required on the resolution that establishes such fees and rates.

[D. Rate. Schedule C.

Customer charge: \$13.50 per month

Energy charge:

0 – 70,000 KWH \$0.1245 per KWH

Over 70,000 KWH \$0.1202 per KWH]

15.12.222 Rate for separately metered heat and hot water.

A. Classification. Separately metered electricity used for electric furnaces/boilers and electric water heaters.

B. Availability. For the rates set forth in this section to apply, the electric furnace/boiler or electric water heater or both must be metered on a meter separate from the meter for other electric service. Such separate meters will be supplied by the borough. The rate set forth in this section is only available for devices that have the primary purpose of providing building heat or hot water to the building’s plumbing system. It is not available for other devices that may involve providing heat or heating water such as hot tubs, saunas, stoves or other appliances.

The assembly shall, by resolution, establish fees and rates for Wrangell Municipal Light & Power. A Public Hearing shall be required on the resolution that establishes such fees and rates.

**[Customer charge: One-half the applicable monthly
customer charge for the class of service**

Energy charge: \$0.0856/KWH]

SEC. 3. Severability. If any provision of this ordinance, or any application thereof to any person or circumstances is held invalid, the remainder of this ordinance and the application to all other persons or circumstances shall not be affected thereby.

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

SEC. 4. Effective Date. This ordinance shall be effective upon adoption. However, until which time that a new fee schedule is duly adopted, the fees reflected in the former sections amended herein shall remain as an interim fee schedule.

PASSED IN FIRST READING: February 8, 2022

PASSED IN SECOND READING: , 2022

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

15.12.192 Hydroelectrical wholesale power rate adjustment.

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

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

15.12.200 Meter rates – Residential service (Schedule A).

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

B. Rate.

Customer charge: \$8.00 per month

Energy charge:

0 – 300 KWH	\$0.1448 per KWH
301 – 1,200 KWH	\$0.1191 per KWH
Over 1,200 KWH	\$0.0956 per KWH

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

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

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

C. Rate. Schedule B.

Customer charge: \$9.00 per month

Energy charge: \$0.1341 per KWH

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

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

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

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

D. Rate. Schedule C.

Customer charge: \$13.50 per month

Energy charge:

0 – 70,000 KWH \$0.1245 per KWH

Over 70,000 KWH \$0.1202 per KWH

15.12.222 Rate for separately metered heat and hot water.

A. Classification. Separately metered electricity used for electric furnaces/boilers and electric water heaters.

B. Availability. For the rates set forth in this section to apply, the electric furnace/boiler or electric water heater or both must be metered on a meter separate from the meter for other electric service. Such separate meters will be supplied by the borough. The rate set forth in this section is only available for devices that have the primary purpose of providing building heat or hot water to the building’s plumbing system. It is not available for other devices that may involve providing heat or heating water such as hot tubs, saunas, stoves or other appliances.

C. Rate.

Customer charge: One-half the applicable monthly customer charge for the class of service

Energy charge: \$0.0856/KWH

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	February 22, 2022
	<u>Agenda Section</u>	11

RESOLUTION No. 02-22-1665 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE RATE AND FEE SCHEDULE FOR THE WRANGELL MUNICIPAL LIGHT & POWER DEPARTMENT AND INCREASING THE RATE FOR SEPERATELY METERED HEAT AND HOT WATER TO CONSISTENT WITH THE RATE INCREASE IN ORDINANCE NO. 1016

SUBMITTED BY:

Rod Rhoades, Electrical Superintendent
Kim Lane, Borough Clerk

FISCAL NOTE:

Expenditure Required:		
FY 20: \$	FY 21:	FY22:
Amount Budgeted:		
FY22 \$0		
Account Number(s):		
Account Name(s):		
Unencumbered Balance(s) (prior to expenditure): See Agenda Statement		

Reviews/Approvals/Recommendations

<input type="checkbox"/>	
Name(s)	
Name(s)	
<input checked="" type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Resolution No. 02-22-1665 2. Existing Fee Schedule

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

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

RECOMMENDATION MOTION:
Move to approve Resolution No. 02-22-1665.

SUMMARY STATEMENT:

NOTE that the rate for separately metered heat and hot water was not increased in Ordinance No. 1016 by \$0.01 and should have been. This increase is reflected in this Resolution.

With the adoption of Ordinance No 1017, a Resolution is required to set the Wrangell Municipal Light & Power rate and fee schedule. This resolution does that. This Resolution shows the Meter Rates as well as the rate for separately metered heat and hot water.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION No. 02-22-1665

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE RATE AND FEE SCHEDULE FOR THE WRANGELL MUNICIPAL LIGHT & POWER DEPARTMENT AND INCREASING THE RATE FOR SEPERATELY METERED HEAT AND HOT WATER TO CONSISTENT WITH THE RATE INCREASE IN ORDINANCE NO. 1016

WHEREAS, Ordinance No. 1017 was passed removing the rates that were listed for the Residential Service, Small Commercial Service, Large Commercial Service, and the Rate for separately metered heat and hot water from the Wrangell Municipal Code for Wrangell Municipal Light & Power, and providing for the fees to be established by resolution; and

WHEREAS, changes to the existing rate and fee schedule are shown as follows: the words that are underlined are to be added and the words that are bolded and in brackets are to be deleted; and

WHEREAS, the Rate for separately metered heat and hot water was not increased in Ordinance No. 1016 by \$0.01 and should have been; and

WHEREAS, the Rate for separately metered heat and hot water shows an increase of \$0.01 on the new rate and fee schedule for WML&P; and

WHEREAS, the Meter Rates for Residential Services, Small Commercial Services, and Large Commercial Services are not increasing with this rate and fee schedule amendment; and

WHEREAS, the rates and fees for Wrangell Municipal Light & Power are established by resolution with a Public Hearing and proper Public Notice before adoption; and

WHEREAS, the current rate and fee structure of Wrangell Municipal Light & Power remains unchanged; and

WHEREAS, any future proposed fee changes will require public hearings and action by the Assembly.

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

Section 1. The attached amended schedule of fees shall govern the rate and fee schedule for the Wrangell Municipal Light & Power Department.

Section 2. This resolution shall become effective upon approval.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA THIS 22nd DAY OF February 2022.

CITY & BOROUGH OF WRANGELL

Stephen Prysunka, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

City and Borough of Wrangell Electrical Connection Fee and Rate Schedule

Approved by Resolution 02-22-1645

Category	Rate	Notes
<u>Meter Rates</u>		
<u>Residential service (Schedule A)</u>		
Rate:		
Customer charge	\$8.00 per month	
Energy charge:		
0 - 300 KWH	\$0.1448 per KWH	
301 - 1,200 KWH	\$0.1191 per KWH	
Over 1,200 KWH	\$0.0956 per KWH	
<u>Small commercial service (Schedule B)</u>		
Rate:		
Customer charge	\$9.00 per month	
Energy charge:		
-	\$0.1341 per KWH	
<u>Large commercial service (Schedule C)</u>		
Rate:		
Customer charge	\$13.50 per month	
Energy charge:		
0 - 70,000 KWH	\$0.1245 per KWH	
Over 70,000 KWH	\$0.1202 per KWH	

Rates for separately metered heat and hot water		
Rate:		
Customer charge	One-half the applicable monthly customer charge for the class of service	
Energy Charge:	[\$0.0856] \$0.0956 per KWH	
Permits & Connections		
Residential Permit	\$100	
Commercial Permit	\$200	
Service Connection Change	\$270	
Temporary Connection	\$110	
The above fees include two inspections, one rough-in and one final. For each additional inspection made necessary for defective workmanship or material or recall by customer an additional charge of \$35.00 will be added.		
Note: Service Connections Fee as noted below apply to Service Connections not to exceed 150 feet. For Service Connections over 150 feet and do not require an additional pole, an additional \$3.00 per foot will be added.		
Residential Single Phase (through 200 Amps)	\$800	Transformer is provided by WML&P
Residential Single Phase (through 400 Amps)	\$1,000	Transformer is provided by WML&P
Commercial Single Phase (through 200 Amps)	\$950	Transformer Cost is Additional
Commercial Single Phase (above 200 Amps to 400 Amps)	\$1,200	Transformer Cost is Additional
Commercial Single Phase (above 400 Amps)	\$1,600	Transformer Cost is Additional
Commercial Three Phase (through 200 Amps)	\$1,850	Transformer Cost is Additional
Commercial Three Phase (Over 200 Amps)	\$3,500	Plus \$10 per Transformer KVA Required. Transformer Cost is Additional
Overhead Secondary Pole Span (Up to 300 feet)	\$2,500	
Overhead Primary Single Phase Pole Span (Up to 300 feet)	\$7,850	
Overhead Primary Three Phase Pole Span (Up to 300 feet)	\$8,950	
All Underground Service Extensions (both Single Phase and Three Phase) will be billed at actual Material and Labor Costs at the time of installation.		

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	February 22, 2022
	<u>Agenda Section</u>	11

ORDINANCE No. 1018 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER 5.14, BOROUGH BUDGET BY ADDING SECTION 5.14.030, INTERFUND LENDING IN THE WRANGELL MUNICIPAL CODE

SUBMITTED BY:

Mason Villarma, Finance Director

FISCAL NOTE:

Expenditure Required: \$XXX Total		
FY 21: \$	FY 22: \$	FY23: \$
Amount Budgeted:		
	FY22 \$XXX	
Account Number(s):		
	XXXXX XXX XXXX	
Account Name(s):		
	N/A	
Unencumbered Balance(s) (prior to expenditure):		
	\$XXX	

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Ord 1018

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

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

RECOMMENDATION MOTION:
Move to approve Ordinance No. 1018.

SUMMARY STATEMENT:

At the February 8, 2022 Regular Assembly meeting, the Assembly voted to change Section's E1, E2 and E3 by replacing the term "ordinance" with "resolution". They also approved adding the term "without penalty" at the end of the sentence in Section D2.

THE FOLLOWING INFORMATION REMAINS UNCHANGED FROM THE FEBRUARY 8TH ASSEMBLY MEETING:

The purpose of Ordinance 1018 is to provide clear guidelines and procedures that safeguard general fund earnings from being transferred to enterprise funds aimlessly. Each interfund loan transaction should be purposeful, appropriately justified, reasonable, go through the proper channels of approval, and be explicitly repaid or gifted per the terms of the interfund lending agreement. It is not a fiscally sustainable habit to loan money from the general fund to enterprise funds just because fund balance is insufficient for operations. Interfund loans should be infrequent and aimed at a specific capital cause. If interfund loans are desired on a more frequent basis it likely means that the respective Enterprise Fund needs to adjust its rates or reduce operating expenditures.

Per direction of the Assembly, the Investment Committee has put together an interfund lending policy that would be placed in the Borough Budget chapter of the Wrangell Municipal Code (Chapter 5.14).

This addition to the code lays out clear and strict guidelines that comment on the following:

- The purpose of an interfund loan and the appropriateness of its use
- The application process for an interfund loan
- The criteria for loan eligibility
- Repayment terms
- Appropriate and necessary documentation
- Prudence and responsibility

CITY AND BOROUGH OF WRANGELL, ALASKA
ORDINANCE NO. 1018

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER 5.14, BOROUGH BUDGET BY ADDING SECTION 5.14.030, INTERFUND LENDING IN THE WRANGELL MUNICIPAL CODE

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

[The changes to the existing code are shown as follows: the words that are underlined are to be added and the words that are bolded and in brackets are to be deleted.]

SEC. 1. Action. The purpose of this ordinance is to add Section 5.14.030, Interfund Lending, to Title 5.14, Borough Budget in the Wrangell Municipal Code.

SEC. 2. Amendment. Chapter 5.14, Borough Budget is amended to add Section 5.14.030, Interfund Lending amended as follows:

Chapter 5.14

BOROUGH BUDGET

Sections:

5.14.010 Preparation and submission of borough budget.

5.14.020 Fund transfers.

5.14.030 Interfund Lending.

...

5.14.030 Interfund Lending

A. Interfund Lending Overview: Interfund lending is the loaning of money from any fund to any other fund within the City. Interfund lending benefits the City as it is more administratively efficient and cost effective than short- term bank loans or public borrowings; However, interfund loans should be an infrequent occurrence and should only be employed when appropriate justification is made.

1. The City shall allow interfund lending, as an alternative to bank loans or public debt issuance, when Enterprise entities require funding and when a sufficient and legally available balance exists in the General Fund which can be lent without impacting the

City's operations, including reserve and contingency requirements, and in compliance with the City's debt covenants.

2. All interfund lending shall be coordinated by both the Borough Manager and the Finance Director.

B. Application: To request an interfund loan, the Borough Manager shall submit an interfund loan request to the Assembly for approval. The request must substantiate the need of the interfund loan and shall be accompanied by a financial capacity assessment issued by the Finance Director.

C. Loan Criteria – eligible interfund loans must meet the following criteria:

1. Loans shall be made in compliance with Alaska Statutes, Budget constraints, City Charter, Municipal Code and City financial policies.
2. Loan terms and amounts shall not adversely affect any City credit or bond ratings.
3. Loan terms and amounts shall attempt to accommodate the needs of proprietary funds and will be based on the City's funding capacity. The Borough Manager and Finance Director shall determine, in conjunction with Assembly approval, whether and where there is a sufficient General Fund balance available to be lent.
4. In an interfund loan agreement whereby the general fund loans funds to an enterprise fund that are not gifted, the respective enterprise fund must demonstrate the ability to repay the loan. If such ability is not demonstrated, the enterprise fund must adjust operations (i.e., user rates) to sufficiently demonstrate they have the capacity to repay any interfund loan obligations.
5. Loan terms shall be set by the Borough Manager and Finance Director, with approval from the Assembly.
6. Loan requests that are initially denied by the Assembly are not subject to the rules for reconsideration and may be re-submitted by the Borough Manager for approval.

D. Repayment

1. Interfund loans are interest bearing except for advance funding for grants, reimbursement resolutions, or when Borough management and the Assembly finds it appropriate to forego the payment of interest. The interest rate charged and paid must comply with all applicable laws and regulations. The effective rate of interest on the interfund loan must be determined using one of the following methods:
 - a. The interest rate will be equal to the return earned on the Borough's short-term investment portfolio; or

- b. The interest rate will be a defined reduction of the prevailing market rate; or
 - c. The interest rate will be set at zero interest providing the recipient fund does not demonstrate the financial capacity to pay loan interest.
2. Loans shall be repaid on time and may be prepaid in whole or in part on any date without penalty.
 3. The borrowing and lending entities shall budget loan repayments in their respective budgets, at a time and in a manner allowable per policy.
 4. Borrowing entities shall enact programmatic reductions, as needed, to repay loans in accordance with the repayment terms identified in the authorizing resolution and approved by the Assembly.
 5. If the borrowing entity is unable to repay a loan in accordance with the repayment terms identified and approved by the Assembly, the Borough Manager and Finance Director shall identify alternative funding sources to accommodate the liquidity needs of the lending entity, the City's General Fund.
 6. Loans shall not be written off.

E. Authorization

1. Interfund loans shall be approved by resolution of the Assembly. A Public Hearing shall be required on the resolution that authorizes the transaction.
2. The Assembly resolution authorizing the interfund loan shall include:
 - a. The name of the borrowing entity; and
 - b. The fund from which the loan is made; and
 - c. The fund to which the loan is made; and
 - d. The purpose of the loan; and
 - e. The principal amount of the loan; and
 - f. The basis of the interest rate to be charged on the interfund loan; and
 - g. The loan maturity date; and
 - h. A loan amortization schedule showing how the principal and interest is to

be budgeted and repaid to the lending entity. The schedule shall reflect that interest payments will be based on actual rates and not the estimates shown; and

- i. The expected source of loan repayment.
3. Changes to any interfund loan terms shall be approved by a resolution of the Assembly. A Public Hearing shall be required on the resolution that authorizes the changes to any interfund loan terms.

F. Documentation

1. Loan terms shall be acknowledged via an interfund loan term agreement document, prepared by the Borough Manager and Finance Director, and approved by the Assembly. Changes to any loan terms shall be acknowledged via an updated and revised interfund loan agreement.
2. Loans shall be recorded in the City's central accounting system
3. Loans outstanding over fiscal year-end shall be disclosed in the City's Annual Comprehensive Financial Report

G. Responsibility

1. The Borough Manager and Finance Director shall coordinate the City's interfund lending program. Enterprise Fund Directors shall be responsible for their timely development and submission of their interfund loan requests to the Borough Manager. Fund managers shall appropriately budget proceeds and repayment
2. Nothing contained within this policy is intended to require the Assembly to approve an interfund loan in order to prevent an Enterprise entity from reporting a deficit cash position. If an Enterprise fund has a recurring deficit cash position, it shall be the responsibility of the Borough Manager to coordinate discussion with the department director responsible for the fiscal administration of the fund in order to develop a plan to mitigate this deficit cash position.

SEC. 3. Severability. If any provision of this ordinance, or any application thereof to any person or circumstances is held invalid, the remainder of this ordinance and the application to all other persons or circumstances shall not be affected thereby.

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

SEC. 4. Effective Date. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: February 8, 2022

PASSED IN SECOND READING: February 22, 2022

Stephen Prysunka, Borough Mayor

ATTEST: _____
Kim Lane, Borough Clerk

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	February 22, 2022
	<u>Agenda Section</u>	11

ORDINANCE No. 1019 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER 5.02, INVESTMENT OF BOROUGH FUNDS BY ADDING SUBSECTION E TO SECTION 5.02.050, INVESTMENTS, IN THE WRANGELL MUNICIPAL CODE

SUBMITTED BY:

Mason Villarma, Finance Director

FISCAL NOTE:

Expenditure Required: \$XXX Total		
FY 21: \$	FY 22: \$	FY23: \$
Amount Budgeted:		
	FY22 \$XXX	
Account Number(s):		
	N/A	
Account Name(s):		
	N/A	
Unencumbered Balance(s) (prior to expenditure):		
	\$XXX	

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Ord 1019

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

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

RECOMMENDATION MOTION:
Move to approve Ordinance No. 1019.

SUMMARY STATEMENT:

In a low interest rate environment, the Borough does not have many tools to actualize material gains on its outstanding investments. ORD 1019 serves to allow enterprise funds to invest 10 percent of their beginning fiscal year unrestricted fund balance in a broader range of investments that include equity securities, mutual funds and exchange traded funds.

To be eligible to invest in this broader category of investments, the enterprise fund must have an unrestricted reserve balance above \$1,000,000. The ordinance points out a few other criteria that must be satisfied to be eligible for the higher risk exposure that the addition of Subsection E provides within Section 5.02.050 of the investment code.

**Note all investment income must be reinvested or remitted to the respective enterprise fund on a pro rata basis (based on initial principal contributed).

CITY AND BOROUGH OF WRANGELL, ALASKA
ORDINANCE NO. 1019

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER 5.02, INVESTMENT OF BOROUGH FUNDS BY ADDING SUBSECTION E TO SECTION 5.02.050, INVESTMENTS, IN THE WRANGELL MUNICIPAL CODE

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

[The changes to the existing code are shown as follows: the words that are underlined are to be added and the words that are bolded and in brackets are to be deleted.]

SEC. 1. Action. The purpose of this ordinance is to add Subsection E to Section 5.02.050, Investments, to Title 5.02, Investment of Borough Funds in the Wrangell Municipal Code.

SEC. 2. Amendment. Chapter 5.02, Investments, is amended to add Subsection E to Section 5.02.050, Investments, amended as follows:

5.02.050 Investments.

...

E. Investment in lower risk equity securities, mutual funds, and exchange traded funds shall be allowed if, and only if, all the following criteria are satisfied:

1. The cash to be invested originates from an enterprise fund; and
2. The enterprise fund has an unrestricted net asset balance of greater than or equal to \$1,000,000; and
3. The cash harbored in a security provided in Subsection E does not exceed 10 percent of the enterprise fund’s unrestricted fund balance at the beginning of the most recent fiscal period; and
4. The underlying investment can be readily convertible to cash within 30 days; and
5. All investment income is reinvested or withdrawn and remitted to the respective enterprise fund based proportionally on the principal amount contributed to the initial investment.

SEC. 3. Severability. If any provision of this ordinance, or any application thereof to any person or circumstances is held invalid, the remainder of this ordinance and the application to all other persons or circumstances shall not be affected thereby.

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

SEC. 4. Effective Date. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: _____, 2022

PASSED IN SECOND READING: _____, 2022

Stephen Prysunka, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	February 22, 2022
	<u>Agenda Section</u>	13

Approval of a contract award to Dave’s Welding & Repair, LLC in the amount of \$211,220 for the Barge Ramp Floatation Tank Repair project

SUBMITTED BY:

Amber Al-Haddad, Capital Facilities Director

FISCAL NOTE:

Expenditure Required: \$211,220		
FY 21:	FY 22: \$211,220	FY23:
Amount Budgeted:		
	FY22 \$255,381	
Account Number(s):		
	74300-420-9999-00-74004	
Account Name(s):		
	Barge Ramp Floatation Tank Repairs Capital Project	

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. Bid Opening Checklist and Tabulation Summary for the Barge Ramp Floatation Tank Repair project

RECOMMENDATION MOTION:
Move to approve a contract award to Dave’s Welding & Repair, LLC in the amount of \$211,220 for the Barge Ramp Floatation Tank Repair project.

SUMMARY STATEMENT:

Repairs to the Barge Ramp Floatation Tank are necessary to return the facility to regular operation associated with ocean transportation of freight in and out of Wrangell. The freight barge is currently landing at the old mill dock, adjacent to the Marine Service Center, until the repairs are complete and the tanks reinstalled. It is imperative that the barge ramp be returned to normal operation to receive the community's weekly freight barge.

The City & Borough of Wrangell issued an Invitation to Bid for the construction repairs of the Barge Ramp Floatation Tank Repair project. On February 16, 2022, the CBW received one bid in response to the Invitation to Bid. The bid received was from Dave's Welding & Repair, LLC in the amount of \$211,220. Staff recommend awarding the procurement contract to Dave's Welding & Repair.

*The City and Borough of Wrangell's procedures for submitting documentation for the purpose of award, involves the withholding of detailed information from each Bidder until an award has been made. The reason for this procedure is that in case all bids are rejected, or the project is rebid, the details of each Bidder's bid should remain confidential between potential competitive bidders.

Barge Ramp Floatation Tank Repairs
 Bid Opening Checklist and Tabulation Summary

Bid Opening Date: February 16, 2022 @ 2:00 p.m. - Assembly Chambers

Bidder's Name	Bid Form, Section 00300	Bid Schedule, Section 00310	Bid Security, Section 00320	Addenda		Bid	Bid Modification	Total Bid with Modification	Total Based on 5% Local Bidder Preference (if applicable)
				#1					
Dave's Welding & Repair			✓	✓		\$ 211,220.00	N/A	N/A	

Item a.

Verified By: Anthony Al Johnson Witnessed By: _____

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	February 22, 2022
	<u>Agenda Section</u>	15

EXECUTIVE SESSION: Potential Mill Property Acquisition Update and Discussion

SUBMITTED BY:

Jeff Good, Borough Manager

FISCAL NOTE:

Expenditure Required: \$N/A		
FY 19: \$	FY 20: \$ N/A	FY21: \$
Amount Budgeted:		
	FY20 \$N/A	
Account Number(s):		
	N/A	
Account Name(s):		
	N/A	
Unencumbered Balance(s) (prior to expenditure):		
	\$N/A	

Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. None

RECOMMENDATION MOTION:
I move, pursuant to AS 44.62.310 (c)(1), that we recess into executive session to discuss matters in which the immediate knowledge would clearly have an adverse effect upon the finances of the borough, specifically for an update and to discuss the possibility of acquiring the Mill Site property.

SUMMARY STATEMENT: None.