



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

Alaska Alcoholic Beverage Control Board

Beverage Dispensary – Tourism License

**Form AB-17d: 2019/2020 Renewal License Application**

**What is this form?**

This renewal license application form is required for all individuals or entities seeking to apply for renewal of an existing beverage dispensary – tourism liquor license that will expire on December 31, 2018. All fields of this form must be complete and correct, or the application will be returned to you in the manner in which it was received, per AS 04.11.270 and 3 AAC 304.105. The Community Council field only should be verified/completed by licensees whose establishments are located within the Municipality of Anchorage or outside of city limits within the Matanuska-Susitna Borough.

This form must be completed correctly and submitted to the Alcohol & Marijuana Control Office (AMCO)'s main office, along with all other required documents and fees, before any renewal license application will be considered complete. Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees that an application will be considered complete, or that a license will be renewed.

**Section 1 – Establishment and Contact Information**

Enter information for the business seeking to have its license renewed. If any populated information is incorrect, please contact AMCO.

Licensee:	Totem Inn, Inc.	License #:	5078
License Type:	Beverage Dispensary - Tourism Duplicate	Statute:	AS 04.11.400(d)
Doing Business As:	The Board Room		
Premises Address:	154 E Egan Drive		
Local Governing Body:	City of Valdez		
Community Council:	None		

Mailing Address:	PO Box 648		
City:	VALDEZ	State:	AK
		ZIP:	99686

Enter information for the individual who will be designated as the primary point of contact regarding this application. This individual **must be a licensee** who is required to be listed in and authorized to sign this application.

Contact Licensee:	James M. Williams	Contact Phone:	907-834-4425
Contact Email:	mike@toteminn.com		

Optional: If you wish for AMCO staff to communicate with individual who is **not a licensee** named on this form (eg: legal counsel) about this application and other matters pertaining to the license, please provide that person's contact information in the fields below.

Name of Contact:	Sharon Blake	Contact Phone:	907-834-4429
Contact Email:	sharon@toteminn.com		







# Alaska Alcoholic Beverage Control Board

## Form AB-17d: 2019/2020 Tourism Renewal License Application

### Section 2 – Entity or Community Ownership Information

This top subsection must be completed by any licensee that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations, Business & Professional Licensing (CBPL). This number is neither your EIN/tax ID number, nor your business license number. You may view your entity's status or find your CBPL entity number by visiting the following site: <https://www.commerce.alaska.gov/cbp/main/search/entities>

General partnerships and local governments should skip to the second half of this page. Licensees who directly hold a license as an individual or individuals should skip to Section 3.

Alaska CBPL Entity #:	13595D
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You must ensure that you are able to certify the following statement before signing your initials in the box to the right: Initials

I certify that this entity is in good standing with CBPL and that all current entity officials and stakeholders (listed below) are also currently and accurately listed with CBPL:



This subsection must be completed by any community or entity, including a corporation, limited liability company, partnership, or limited partnership, that is applying for renewal. If more space is needed, please attach additional completed copies of this page.

- If the applicant is a corporation, the following information must be completed for each stockholder who owns 10% or more of the stock in the corporation, and for each president, vice-president, secretary, and managing officer.
- If the applicant is a limited liability organization, the following information must be completed for each member with an ownership interest of 10% or more, and for each manager.
- If the applicant is a partnership, including a limited partnership, the following information must be completed for each partner with an interest of 10% or more, and for each general partner.

**Important Note:** The information provided in the below fields (including spelling of names, specific titles, and percentages held) must match that which is listed with CBPL. If one individual holds multiple titles mentioned in the bullets above, all titles must be listed for that individual on this application and with CBPL. Failure to list all required titles constitutes an incomplete application.

Name of Official:	James M Williams				
Title(s):	Pres	Phone:	907-834-4425	% Owned:	50
Mailing Address:	Box 3485				
City:	Valdez	State:	AK	ZIP:	99686

Name of Official:	Connie D. Ballow				
Title(s):	Sec/Tres	Phone:	907-834-4423	% Owned:	50
Mailing Address:	Box 2911				
City:	Valdez	State:	AK	ZIP:	99686

Name of Official:					
Title(s):		Phone:		% Owned:	
Mailing Address:					
City:		State:		ZIP:	





# Alaska Alcoholic Beverage Control Board

## Form AB-17d: 2019/2020 Tourism Renewal License Application

### Section 3 – Sole Proprietor Ownership Information

This section must be completed by any licensee who directly holds the license as an individual or multiple individuals and is applying for license renewal. If more space is needed, please attach a separate sheet that includes all of the required information. Entities should skip to Section 4. The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: ☐ applicant ☐ affiliate (spouse)

Name:				Contact Phone:	
Mailing Address:					
City:		State:		ZIP:	
Email:					

This individual is an: ☐ applicant ☐ affiliate (spouse)

Name:				Contact Phone:	
Mailing Address:					
City:		State:		ZIP:	
Email:					

### Section 4 – Alcohol Server Education

Read the line below, and then sign your initials in the box to the right of the statement:

Initials

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of a patron have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, as set forth in AS 04.21.025 and 3 AAC 304.465.



### Section 5 – License Operation

Check a single box for each calendar year that best describes how this liquor license was operated:

2017 2018

The license was regularly operated continuously throughout each year.

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
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The license was regularly operated during a specific season each year.

<input type="checkbox"/>	<input type="checkbox"/>
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The license was only operated to meet the minimum requirement of 240 total hours each calendar year.

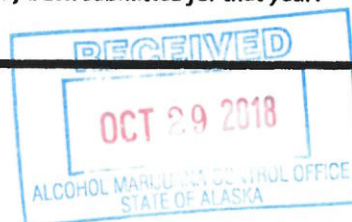
<input type="checkbox"/>	<input type="checkbox"/>
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*If this box is checked, a complete copy of Form AB-30: Proof of Minimum Operation Checklist, and all necessary documentation must be provided with this application.*

The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both of the calendar years.

<input type="checkbox"/>	<input type="checkbox"/>
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*If this box is checked, a complete copy of Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated for at least the minimum requirement, unless a complete copy of the form (including fees) has already been submitted for that year.*







Alaska Alcoholic Beverage Control Board

Form AB-17d: 2019/2020 Tourism Renewal License Application

Section 6 – Violations and Convictions

Applicant violations and convictions in calendar years 2017 and 2018:

Yes No

Have any notices of violation (NOVs) been issued to this licensee in the calendar years 2017 or 2018?

☒ ☐

Has any person or entity named in this application been convicted of a violation of Title 04, of 3 AAC 304, or a local ordinance adopted under AS 04.21.010 in the calendar years 2017 or 2018?

☐ ☒

If "Yes" to either of the previous two questions, attach a separate page to this application listing all NOVs and/or convictions.

Section 7 – Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application, and that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.



I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name or the ownership (including officers, managers, general partners, or stakeholders) from what is currently approved and on file with the Alcoholic Beverage Control (ABC) Board.



I certify on behalf of myself or of the organized entity that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.



I am submitting as part of this application a written statement that meets the attached Tourism Statement Guidelines, for review by the Alcoholic Beverage Control Board.



As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, is true, correct, and complete. I agree to provide all information required by the Alcoholic Beverage Control Board or AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned to me as incomplete.

Signature of licensee

SHARON BLAKE  
Notary Public, State of Alaska  
Commission # 170821023  
My Commission Expires  
August 21, 2021

Signature of Notary Public

J.H. Williams

Printed name of licensee

Notary Public in and for the State of ALASKA

My commission expires: 08/21/2021

Subscribed and sworn to before me this 12 day of OCT, 2018.

Seasonal License? ☐ Yes ☒ No

If "Yes", write your six-month operating period: \_\_\_\_\_

License Fee:	\$ 2500.00	Application Fee:	\$ 300.00	TOTAL:	\$ 2800.00
Miscellaneous Fees:					
GRAND TOTAL (if different than TOTAL):					





October 10, 2018

Alcohol & Marijuana Control Board  
550 W. 7<sup>th</sup> Ave., Suite 1600  
Anchorage, AK 99501

To whom it may concern:

This letter is written in regards to 2019/2020 Renewal License # 5078

- Totem Inn, Inc., dba The Board Room encourages tourism by advertising in a variety of pamphlets/magazines/travel guides and radio.
- Totem Inn, Inc., dba The Board Room has painted interior/exterior, purchased new equipment/glasses/product to keep up with supply in demand.
- Totem Inn, Inc., dba The Board Room is operated by Brandee Martel and hours are 5pm to 2am.
- Totem Inn, Inc. has 91 rooms available for the traveling public. 81 are available year round with 10 (cabins) closed Oct. 01 – April 30. 26 rental rooms with kitchenettes, 16 of these rooms have a washer/dryer and all 91 rooms have a microwave. No alcohol is stocked in rooms. Totem Inn, Inc., is not located within an airport terminal
- Totem Inn, Inc., has a dining facility.
- Totem Inn, Inc., dba The Board Room suggests sightseeing helicopter tours and boat charters.

If further information is needed, please contact Sharon at 907-834-4429.

Respectfully,

Sharon Blake  
Office Manager





# Notice of Violation

(3AAC 304.525)

This form, all information provided and responses are public documents per Alaska Public Records ACT AS 40.25

Date: 6-19-18

License #/Type: #5078 / BD - Duplicate

Licensee: Totem Inn, Inc.

Address: 154 E. Egan Drive, Valdez, AK

DBA: The Board Room

AMCO Case #: AB18-0710

This is a notice to you as licensee that an alleged violation has occurred. If the Alcoholic Beverage Control Board decides to act against your license, under the provisions of AS 44.62.330 - AS 44.62.630 (Administrative Procedures Act) you will receive an Accusation and Notice of your right to an Administrative Hearing.

Note: This is not an accusation or a criminal complaint.

On 6-10-18, Valdez Police arrested Raymond M. Schell for driving under the influence. Further investigation of Schell's whereabouts prior to the arrest revealed he had been drinking at The Board Room. Starting at about 0055 hours to about 0250 hours, Schell consumed three beers, three shots of spirits and a mixed drink of some type. His mannerisms while in the bar were indicative of a drunken person. Also observed when Schell left the bar with another person, that person removed an alcoholic beverage from the premises.

Your attention is directed to AS 04.16.030: Prohibited conduct relating to drunken persons and AS 04.16.120: Removal of alcohol from premises

**You are directed to respond in writing to this Notice of Violation within 10 days of receipt to explain what action you have taken to prevent a re-occurrence of this violation. FAILURE TO RESPOND TO THIS NOTICE OF VIOLATION WITHIN 10 DAYS WILL RESULT IN YOUR APPEARANCE, EITHER IN PERSON OR TELEPHONICALLY, BEFORE THE ABC BOARD AT THEIR NEXT REGULARLY SCHEDULED BOARD MEETING.**

**\*Please send your response to the address below and include your alcohol license number in your response.**

3 AAC 304.525 (B) provides that upon receipt of a Notice of Violation, a licensee may request to appear before the Director and be heard regarding the Notice of Violation. The request must be made within ten days after receipt of the Notice and the Director must grant an appearance within ten days after receipt of a request. A Licensee shall respond, either orally or in writing, to the Notice.

**Alcohol & Marijuana Control Office**

**ATTN: Enforcement**

**550 W. 7<sup>th</sup> Ave, Suite 1600**

**Anchorage, Alaska 99501**

**[amco.enforcement@alaska.gov](mailto:amco.enforcement@alaska.gov)**

Issuing Investigator: J. Hamilton

Received by:

SIGNATURE: 

SIGNATURE:

Delivered VIA Mail

Date:

7018 0360 0000 1428 4226



THE STATE  
of **ALASKA**  
GOVERNOR BILL WALKER

Department of Commerce, Community,  
and Economic Development

ALCOHOLIC BEVERAGE CONTROL BOARD  
MARIJUANA CONTROL BOARD

550 W 7<sup>th</sup> Ave, STE 1600  
Anchorage, Alaska 99501  
Main: 907.269.0350  
TDD: 907.465.5437  
Fax: 907.334.2285

**MEMORANDUM**

To: Erika McConnell  
AMCO Director

Date: 6-20-18

From: Joe Hamilton  
Special Investigator 1

RE: The Board Room NOV, AB18-0710

At approximately 0300 hours on 6.10.18 Valdez Police executed a traffic stop on a vehicle driven by Raymond M. Schell who, after standardized field sobriety testing was conducted, was determined to be driving a vehicle while under the influence of alcohol. Schell provided a breath sample for the DataMaster at approximately 0342 hours, registering a BrAC of .212.

Further investigation revealed that the female passenger of Schell's car had also been at the Boardroom Bar immediately prior to the traffic stop. A clear Solo cup with a colored straw sat in the middle console between Schell and his passenger. The contents of the cup (mixed with ice) smelled as if it contained an alcoholic beverage.

Observations of Schell's visit to The Board Room are as follows:

00:55	Raymond Schell is at the bar drinking a beer.	(Beer)
01:02	Schell is served another beer and drinks it.	(Beer)
01:05	Schell is served another shot however; he requests that more be added to the shot. Shot liquid is placed into larger shot glass and two additional types of alcohol are added to the shot. Schell is scene pointing to what he wants with a droopy hand, gives a weak high-five, and is methodically slow to acquire the shot with his hand prior to drinking (slamming) it. (Double Shot)	
01:08	Schell is served another shot and drinks (slams) it; his movements are slow. (Shot)	
01:09	Schell supports self on bar while standing	
01:09:34	Schell's head drops down and then jerks up after 8 seconds	

01:30 Schell is served another beer and drinks it. Schell gives a cash tip and his movements are slow. The person next to him does same. However, his movements are much quicker. **(Beer)**

Schell solicits and is served 6 drinks in approximately a 35 minute period

01:31 Schell offers multiple high-fives to bartender in a slow manner

01:33 Schell stumbles while moving around the bar and supports self on a bar stool while moving. He then solicits a long hug from the bartender that appears to be unwanted based upon bartender's expression and body language. Schell lingers with physical contact.

01:48:15 Schell is swaying back and forth and side to side while standing and then shuffles back to and supports self on the bar.

02:01 Schell is given what appears to be water in a clear solo cup.

02:02 Schell is served another mixed drink and begins consuming. He has his water refilled and coordinates paying for his tab. . **(Mixed bev)**

02:03:03 Schell drops his chin to his chest, cataleptic, while standing directly in front of one of the bartenders. He is in this position for 15 seconds and then jerks his head up and looks around. It appears he is hiccupping and/or burping.

02:03:48- Schell fumbles through his receipt, cannot get his wallet figured out,

02:06:07 and continues to drink from his mixed drink.

02:06:50 Schell has a difficult time picking up his cell phone from off the bar.

02:28 Schell finishes the mixed beverage.

02:36:27 Schell is playing the air guitar and then stumbles into other patrons while returning to the bar.

02:50 Schell meets up with his soon-to-be passenger, who is carrying a solo cup with a pink straw, and they walk toward the exit of the bar.

While Mr. Schell presented himself as an intoxicated driver per Alaska statute, the actions inside the Boardroom from 0055 – 0250 hours represent those of a drunken individual. Specifically, mannerisms and balance issues. The removal of a mixed drink from the licensed premise would also represent a violation.

cc James Hoelscher, Chief Enforcement Officer

Jason Davies, Criminal Justice Tech





June 28, 2018

Investigator J Hamilton  
State of Alaska  
Alcohol & Marijuana Control Office  
550 W. 7<sup>th</sup> Ave, Suite 1600  
Anchorage, AK 99501

RE: NOV Case number AB18-0710

Dear M. Hamilton:

I have received the NOV above and am replying per your request.

I understand the seriousness of the allegations as presented. Our goal is to operate totally within the law and in co-operation with law enforcement. Regarding:

**AS 04.16.030. Prohibited Conduct Relating to Drunken Persons.**

- (a) A licensee, an agent, or employee may not with criminal negligence
- (1) sell, give, or barter alcoholic beverages to a drunken person;
  - (2) allow another person to sell, give, or barter an alcoholic beverage to a drunken person within licensed premises;
  - (3) allow a drunken person to enter and remain within licensed premises or to consume an alcoholic beverage within licensed premises;
  - (4) permit a drunken person to sell or serve alcoholic beverages.

And

**AS 04.16.120. Removal or Introduction of Alcoholic Beverages.**

- (a) A person may not remove from licensed premises alcoholic beverages that have been sold or furnished for consumption only on the premises.

I have scheduled an additional training class with the bar manager Brandee Martel to pass on to her staff the following.

- 1) A review of the above Alaska Statute and sections and reaffirmed our zero-tolerance policy regarding violations of AS 04.16.030 and .120
- 2) Mandated recurrency training will be done with current staff, reiterating the statutes above, and will also include emphasis with the following actions:
  - a) Sharing the narrative of the NOV including the investigative report, requiring staff to read it, and then discussing what we could have done better in this situation.
  - b) Providing staff with the definition in AS (4) a person acts with "criminal negligence" with respect to a result or to a circumstance described by a provision of law defining an

PO Box 648 Valdez, AK 99686  
907-835-4443  
mike@toteminn.com





offense when the person fails to perceive a substantial and unjustifiable risk that the result will occur or that the circumstance exists; the risk must be of such a nature and degree that the failure to perceive it constitutes a gross deviation from the standard of care that a reasonable person would observe in the situation.

- c) Providing staff with the definition in AS (8) "drunken person" means a person whose physical or mental conduct is substantially impaired as a result of the introduction of an alcoholic beverage into the person's body and who exhibits those plain and easily observed or discovered outward manifestations of behavior commonly known to be produced by the overconsumption of alcoholic beverages;
- d) Discussing ways to identify if a person is drunken person.
- e) Establishing the absolute prohibition of removing any containers even those that only contain water or ice from the licensed premises.

Mr. Hamilton, as I am sure you are aware the video you received was voluntarily given to the VPD to aid in the goal of responsible alcohol service, consumptions and mutual co-operation with law enforcement. I look forward to the positive relationship we have developed over many years with all law enforcement entities.

I have advised my staff that by serving an allegedly drunken person alcohol or allowing a patron to remove an alcoholic beverage from the licensed premises, even unintentionally, puts my license and their job on the line. As identifying a drunken person is subjective and based on visual, audial and historical behavior, if you have any further suggestions on how we can precede or other training materials I can use in this matter I would greatly appreciate it.

Sincerely,

James "Mike" Williams

Totem Inn Inc.

CC VPD Chief Bart Henkel

PO Box 648 Valdez, AK 99686  
907-835-4443  
mike@toteminn.com

