

**Haines Borough  
Borough Assembly Meeting #319  
July 26, 2016  
MINUTES**

**Approved**

1. **CALL TO ORDER/PLEDGE TO THE FLAG:** Mayor **HILL** called the meeting to order at 6:30 p.m. in the Assembly Chambers and led the pledge to the flag.

2. **ROLL CALL**

**Present:** Mayor Jan **HILL**, and Assembly Members Diana **LAPHAM**, Ron **JACKSON**, Tresham **GREGG**, Mike **CASE**, Margaret **FRIEDENAUER** and George **CAMPBELL** (via telephone).

**Staff Present:** Bill **SEWARD**/Borough Manager, Julie **COZZI**/Borough Clerk, Patty **BROWN**/Library Director, Heath **SCOTT**/Chief of Police, and Helen **ALTEN**/Museum Director.

**Visitors Present:** Karen **GARCIA**/CVN, Jillian **ROGERS**/KHNS, Neil **EINSBRUCH**, Dave **KAMMERER**, Debra **SCHNABEL**, Tim **HUBER**, Paul **NELSON**, Eric **KOCHER**, Sue **WATERHOUSE**, Carol **TUYNMAN**, Bill **MCCORD**, Don **HIGHSMITH**, Joe **PARNELL**, and others.

3. **APPROVAL OF AGENDA & CONSENT AGENDA**

The following Items were on the published consent agenda indicated by an asterisk (\*):

- 4 – Approve Assembly Meeting Minutes
- 8B – Accept Museum Report
- 8C – Accept Finance Director Report
- 8D – Accept Fire Department Report
- 8E – Accept Chilkat Center Report
- 9A – Accept Planning Commission Minutes and Meeting Summary
- 9B – Accept Museum Board Minutes
- 9C – Accept Mobile Commercial Business Committee Minutes
- 11B1 – Introduce Ordinance 16-07-440 and Schedule Public Hearings

**Motion:** **LAPHAM** moved to "approve the agenda/consent agenda," and it was amended to remove planning commission minutes 9A from the consent agenda. The motion carried unanimously.

\*4. **APPROVAL OF MINUTES** – 7/12/16

*The motion adopted by approval of the consent agenda: "approve minutes of the 7/12/16 borough assembly meeting."*

5. **PUBLIC COMMENTS**

**TUYNMAN** – Encouraged that all harbor- and port-related issues be handled through the Port and Harbor Advisory Committee, including the Lutak Dock.

**NELSON** and **WATERHOUSE** – Read aloud a letter sent to the borough by their attorney. A copy was provided to each assembly member.

**HIGHSMITH** – Asked why the assembly has filtered water during the meetings and whether the harbor specifications have been completed.

**SCHNABEL** – Said the harbor project concept should have been taken to the planning commission. Code should be clarified regarding the process for borough construction projects and at what points the planning commission should review them.

**PARNELL** – Said the assembly needs to take the harbor project and condition of Lutak Dock seriously and get some outside help. The situation should be explained to the community, and the borough should come up with a contingency plan.

6. **MAYOR'S COMMENTS/REPORT**

A. **Public Oath of Office** – Chief of Police Heath Scott

*Note: HBC 2.62.010(B) requires an officer of the borough to take an oath "before entering upon the duties of the office." The oath was administered in the borough offices on July 18, his first day. It was readministered now for the sake of the public.*

Mayor **HILL** said 1) Training took place this week for those contemplating a run for borough assembly, and 2) Southeast Alaska State Fair is this week; the theme this year is "Spirit of Southeast."

## **7. PUBLIC HEARINGS**

### **A. Ordinance 16-06-437 – Second Hearing**

**An Ordinance of the Haines Borough amending Haines Borough Code Section 11.40.040 to change the Borough Election Day polling place opening time from 8:00 a.m. to 7:00 a.m. to match the State Election opening time.**

Mayor **HILL** opened and closed the public hearing at 6:50 pm; there were no public comments.

**Motion:** **LAPHAM** moved to "adopt Ordinance 16-06-437," and the motion carried unanimously in a roll call vote.

### **B. Ordinance 16-06-438 – Second Hearing**

**An Ordinance of the Haines Borough authorizing Chilkat Valley Preschool, Inc. to lease an addition on the Senior Center Building.**

Mayor **HILL** opened and closed the public hearing at 6:52 pm; there were no public comments.

**Motion:** **LAPHAM** moved to "adopt Ordinance 16-06-438," and the motion carried 5-1 in a roll call vote with **CAMPBELL** opposed.

### **C. Ordinance 16-07-439 – First Hearing**

**An Ordinance of the Haines Borough amending the Zoning Use Chart in Haines Borough Code Section 18.70.040 to allow multiple single-family residences as a conditional use in the light industrial/commercial zone.**

Mayor **HILL** opened the public hearing at 6:54 pm.

**TUYNMAN** – Believes this change will be good for Haines.

**DUBBER** – Said he is the one who brought this to the attention of the planning commission. It will provide an opportunity to update and phase-out mobile home parks.

Hearing no further comments, the mayor closed the hearing at 6:56 pm.

*Note: Since the assembly already scheduled the second hearing for 8/9/16, no motion was needed now unless the second hearing date needed to change or some other action was desired.*

## **8. STAFF/FACILITY REPORTS**

### **A. Borough Manager – 7/26/16 Report**

The manager summarized his written report and responded to a few questions from the assembly.

**\*B. Sheldon Museum – Report of June 2016**

**\*C. Finance Director – Property Tax Report**

**\*D. Fire Department – Report of June 2016**

**\*E. Chilkat Center – Facility Report of June 2016**

## **9. COMMITTEE/COMMISSION/BOARD REPORTS & APPROVED MINUTES**

### **A. Planning Commission – Minutes of 6/9/16 & Summary of 7/7/16 Meeting**

**FRIEDENAUER** asked the status of an attorney opinion on the HCMP. **COZZI** explained that opinion has been received and will be going to the planning commission for their August meeting.

**\*B. Museum Board of Trustees – Minutes of 6/16/16**

**\*C. Mobile Commercial Business Committee – Summary of 7/11/16 Meeting**

### **D. Assembly Board Liaison Reports**

**LAPHAM** – Tourism Advisory Board

**CASE** – Library Advisory Board

**FRIEDENAUER** – Port and Harbor Advisory Committee, Public Safety

**E. Assembly Standing Committee Reports – None**

## **10. UNFINISHED BUSINESS – None**

## **11. NEW BUSINESS**

**A. Resolutions – None**

**B. Ordinances for Introduction**

**\*1. Ordinance 16-07-440**

**An Ordinance of the Haines Borough amending the Zoning Use Chart in Haines Borough Code Section 18.70.040 to allow multiple single-family residences as a conditional use in the light industrial/commercial zone.**

*The motion adopted by approval of the consent agenda: "introduce Ordinance 16-07-439 and set a first public hearing for 8/9/16 and a second public hearing for 8/23/16."*

**C. Other New Business - None**

**12. CORRESPONDENCE/REQUESTS**

**A. Notice of Alleged Safety or Health Hazards at Borough Administration Building – OSHA**

*Note: this item also included the borough manager's response to OSHA*

**SEWARD** provided an explanation and added that he has drafted a workplace violence policy.

**13. SET MEETING DATES**

**A. Committee of the Whole – Tuesday, 8/16, 6:30 p.m.** - Topic: How to Approach Long-range Strategic Planning

**B. Committee of the Whole – Monday, 8/22, Time TBD** - Topic: Onboarding (goal setting) with Richard Fursman. **SEWARD** will contact him to determine his availability.

**C. LAPHAM** noted the budget amendment ordinance has been added to the 8/8/16 finance committee meeting agenda.

**D. Commerce Committee – Thursday, 8/18, 6:30pm** - Topics: 1) Solid Waste Management and 2) prioritize items currently with the committee.

**E. GAS Committee** – A meeting will be scheduled soon at the call of the chair. Topics TBD.

**14. PUBLIC COMMENTS**

**SCHNABEL** – Suggested bringing in a strategic planning facilitator who is familiar with existing plans, such as Barbara Sheinberg or the McDowell Group.

**NELSON** – Cautioned the assembly to take the letter from his attorney very seriously. He will not tolerate violations of his constitutional rights.

**15. ANNOUNCEMENTS/ASSEMBLY COMMENTS**

**CASE** – Agreed with **SCHNABEL**'s comments, especially about Sheinberg being a good choice to facilitate a strategic plan. He also said shout-outs from the audience during the meetings are not appropriate; there are other opportunities for getting questions answered.

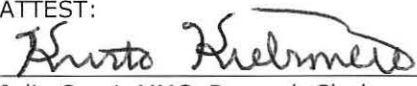
**LAPHAM** – Said the planning commission passed an ordinance that will be coming to the assembly regarding when the commission will review borough projects.

**FRIEDENAUER** – Wondered if assembly comments could be moved up earlier in the agenda.

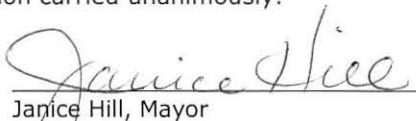
**16. ADJOURNMENT – 7:55 p.m.**

**Motion:** **LAPHAM** moved to "adjourn the meeting," and the motion carried unanimously.

ATTEST:

  
Julie Cozzi, MMC, Borough Clerk

Deputy Clerk  
for J. Cozzi

  
Janice Hill, Mayor

