

**HAINES BOROUGH ASSEMBLY MINUTES
REGULAR MEETING #28
OCTOBER 1, 2003 - 6:30 p.m.**

1. Call To Order

2. Pledge To Flag

- 3. ROLL CALL Present: Mayor Mike **CASE** and Assembly Members Chip **LENDE**, Jerry **LAPP**, Stephanie **SCOTT**, Lucy **HARRELL**, Douglas **OLERUD** and Debra **SCHNABEL**.**

Staff Present: Julie **COZZI**/Borough Clerk, Keith **BETTRIDGE**/Borough Manager, Bob **KLING**/Controller, Ann **MYREN**/Library Director.

Visitors Present: Dawne **THOMSEN**/Planning Commissioner

4. APPROVAL OF AGENDA/CONSENT AGENDA:

M/S **LENDE/LAPP** Motion to approve the Consent Agenda.

The Motion carried unanimously.

- * **5. Minutes Of Previous Meetings: September 18, 2003 Regular, September 23, 2003 Special, and September 24, 2003 Special**

6. Audience Participation/Appearance Requests:

Mayor **CASE** opened and closed the audience participation portion of the meeting at 6:32. There was no comment.

7. Mayor's Comments/Report:

Planning Commission: Mayor **CASE** has received a letter of interest from Scott **BREWINGTON** and a commitment from Sally **MCGUIRE** that she or another person from the Lutak area would accept an appointment.

SCHNABEL recommended that the Mayor also consider Leslie or Doug **EVENDON**, Dennis **MILES**, Vince **HANSEN**, Russ **LYMAN**, and Linnus **WILLIAMS**.

8. Public Hearings: NONE

9. Reports Of Borough Officers/Department Heads:

A. Borough Manager - BETTRIDGE provided a verbal report including the following:

Tlingit Park Restrooms - Construction has begun.

PC Comprehensive Plan - He was informed today that the grant monies actually fall in to the new Coastal Management

requirements which stipulates a 40% match. He will research solutions and be ready to offer them to the Assembly.

Union Negotiations: **BETTRIDGE** has not received response from Don **ETHERRIDGE** yet since he returned from being out of town. Jane **SEBENS** and **BETTRIDGE** met with the Attorneys in Juneau on September 30 and received good input regarding the negotiation process. He will keep the Assembly apprised of the progress as preparations are made for the joint meeting.

New Office Building: The fire marshal has received the plans for review, and the project should go out to bid soon.

SCOTT asked where the additional money is coming from. Mayor **CASE** said the understanding is that part of the transition money will pay for the difference between the grant amount and the actual cost. **SCOTT** asked how much transition monies were received this year. Mayor **CASE** answered \$200,000. **SCOTT** asked if it was allocated in the budget process? **SCHNABEL** answered, "No." **LAPP** said that the Borough will realize cost savings when no longer renting the Willard Street Building. **SCHNABEL** explained that rent payments were removed from the budget, but no allocation was included for the remodel. An ordinance would need to be introduced to reallocate the budget. **LAPP** asked if this is something ordinarily handled in a budget revision. **BETTRIDGE** answered, "Yes," and said that it is important to know how to pay for a project prior to committing the funds. Mayor **CASE** agreed and said that he and the Manager would work on identifying the funds.

Controller: The new Controller, Bob **KLING**, is now onboard.

Animal Control Services: A decision was made following the interviews, but the successful proposal has yet to be contacted. As soon as the contract negotiations are successful, the others will be notified and the public informed.

Assessor: The only qualified individual was in response to the Request for Proposals. The proposer, Wayne **HAERER**, is willing to come down and volunteer for a couple of days to evaluate the situation. The Borough will take advantage of that prior to making a final decision to contract with him.

Library employees: **BETTRIDGE** briefly explained the grant funding for two library employees. Up until now, a grant has been paying for 19 hours for each one. That grant has ended and those hours were already budgeted to be paid for by the Borough. A new grant will pay for 10 additional hours per employee, so their hours will expand to 29 each.

- B. Borough Clerk - NONE
- C. Borough CFO - NONE
- D. Economic Development/Tourism/Chilkat Center - NONE
- E. Police Chief - NONE
- F. Library - NONE
- G. Museum - NONE
- H. Public Works - NONE
- I. Water/Sewer - NONE
- J. Fire/EMS - NONE
- K. Harbors - NONE

10. Bids/Proposals Received:

11. Expenditure/Grant Approval Request(s):

12. Reports Of Standing Committees/Commissions:

13. Reports Of Special Committees:

Mayor **CASE** said that a Committee of the Whole met on September 24 to begin reviewing the combined Borough Code.

14. Consideration Of Resolutions, Petitions And Memorials: None

15. Consideration Of Ordinances Proposed For Introduction: None

16. Correspondence: None

17. Old Business:

A. Tabled Ordinances

1. 03-08-025 - (tabled for text clarification)

An Ordinance Of The Haines Borough Clarifying The Requirements For A Commercial Passenger Vehicle Permit.

M/S **LAPP/HARRELL** Motion to bring the ordinance off the table for discussion.

SCOTT made a motion to put it back on the table saying that the Assembly is not ready to fully consider it. The motion died for lack of a second.

CASE said that Borough attorneys have recommended particular language and would need a motion to incorporate it.

BETTRIDGE clarified that the ordinance has not been revised yet since it was on the table. **CASE** pointed out that the appropriate action is to move it to its second public hearing and have the attorney language incorporated into the tabled ordinance.

M/S **SCHNABEL/LAPP** Motion to revise the ordinance to include the definitions and text as delineated by the

Borough Attorneys and return it to the Assembly for its second public hearing on October 14.

The motion carried with **SCOTT** opposed.

2. 03-08-028 - (tabled for rewording)

An Ordinance Of The Haines Borough Providing For An Exception To The Harbor Stall Waiting List When Justified In The Public Interest.

BETTRIDGE said that this will be before the Assembly during the November 5th meeting.

B. Tabled Requests

1. Request for New Commercial Tour Permit by John Venables of Educational Travel & Tours - Alaska

CASE explained that Mr. Venables is not yet ready to proceed with the discussion.

18. New Business:

The Assembly set the Election Canvass Board meeting for Tuesday, October 14 at 6:00pm and agreed to combine it with the regular meeting.

Mayor **CASE** said that the swearing in of elected officials will occur the following regular meeting.

Mayor **CASE** explained that he has discovered that the manager is always a member of the personnel committee, and he appointed **BETTRIDGE** as such.

19. Set Committee Meeting Dates:

A Committee of the Whole will meet to review the combined Borough Code scheduled every other Wednesday at 6:30pm beginning October 8. Additionally, the Assembly members asked the Clerk to add the following to the regular meeting notices: "If time permits, a Committee of the Whole will meet immediately following the regular meeting to continue review of the combined Borough Code."

20. Assembly Member Comments:

LENDE asked if an informational mailer regarding ballot measure #2 was planned. Mayor **CASE** answered, "No."

HARRELL said that at the beginning of the year, the Assembly had charged the Planning Commission to recommend where heliport zoning should be in the Borough and where it should be prohibited. She made the suggestion that the Planning Commission give the Assembly a progress report. **BETTRIDGE** said that it is the Administration's intent "to work with the Planning Commission

to get the meetings done, the zones identified, etc. It appears that the heliport portion was to be done by December and the balance of the plan by April."

THOMSEN said that the Planning Commission had originally understood that it was supposed to actually go out and select locations. She was later told that the Comprehensive Plan contractor will do it instead. There is confusion and she asked, "Do we have a job to do or is it going to be taken care of for us?" Mayor **CASE** said that the Comprehensive Plan is to be developed by the Planning Commission and recommended to the Assembly per the Charter. **THOMSEN** said that she does not understand that to be the case. **OLERUD** explained that the consultant will recommend areas after the public comment meetings, but the Planning Commission must be involved in it.

SCOTT said that a commissioner spoke to her regarding the importance of their job and the amount of work involved. The Charter says the Assembly will set the stipend for the Planning Commission members. **SCHNABEL** said that the Assembly set it at \$0. **SCOTT** said that she would be interested in revisiting that. There is a lot of work involved. Mayor **CASE** said that he would have the staff look into where the money would come from. **THOMSEN** said that speaking for herself, she is very happy to be a volunteer and does not want to be paid for her opinion.

21. Adjournment :

M/S **LENDE/LAPP** Motion to adjourn.

Motion carried unanimously.

The meeting was adjourned at 7:22 p.m.

Mike Case, Borough Mayor

ATTEST:

Julie Cozzi, Borough Clerk

S E A L: