

**HAINES BOROUGH ASSEMBLY MINUTES
REGULAR MEETING #31
NOVEMBER 19, 2003 - 6:30 p.m.**

1. **Call To Order**: Mayor Mike **CASE** called the meeting to order at 6:32 p.m. in the Assembly Chambers of the Municipal Building.
2. **Pledge To Flag**: Led by Mayor **CASE**.
3. **ROLL CALL Present**: Mayor Mike **CASE** and Assembly Members Norm **SMITH**, Jerry **LAPP**, Stephanie **SCOTT**, Lucy **HARRELL**, and Debra **SCHNABEL**. **Absent**: Douglas **OLERUD**

Staff Present: Julie **COZZI**/Borough Clerk, Bob **KLING**/Controller, and Cynthia "CJ" **JONES**/Museum Director.

Visitors Present: Todd **SEBENS**/KHNS and Chip **LENDE**

4. **APPROVAL OF AGENDA/CONSENT AGENDA**:

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

SCHNABEL requested to remove the minutes from the consent agenda. There was no objection to that request.

The motion carried unanimously.

5. **Minutes Of Previous Meetings: November 5, 2003 Regular Meeting**

SCHNABEL requested that Bill **HAGEN**'s comments in the *Audience Participation* portion of the minutes be amended to say, "Mr. Hagen diverted from the topic at hand to make personal comments about Assembly member **SCHNABEL**." Additionally, **SCHNABEL** requested that the media keep this from being turned into a news story, and **SEBENS** agreed. There was no objection to **SCHNABEL**'s request, so it was so ordered by the Mayor. No other comments were made about the minutes.

M/S **HARRELL/LAPP** Motion to approve the minutes as amended.

The motion carried unanimously.

6. **Audience Participation/Appearance Requests**:

Mayor **CASE** opened the audience participation portion of the meeting at 6:39 pm.

Chip **LENDE** distributed a handout on behalf of HASL (Haines Amateur Skateboard League). He said that HASL is requesting that the Assembly consider allowing grant funding to run through the Borough since HASL is not a 501(c)3 organization; there are grants that the League wants to apply for, but they need the Borough to

be the sponsor. Additionally, **LENDE** reminded the Assembly that the Borough had budgeted \$10K in matching funds for a Little League grant to erect a fence behind the new Library. The Little League has decided not to pursue that grant after all, and HASL is planning to come before the Borough in the future to request that \$10K. **LAPP** asked if the project is something that could run through Community Youth Development. **LENDE** said that he imagines "the Borough has many vehicles that could be used to push this through." **SCOTT** said that she would like to see some reporting on what the ongoing maintenance of the Oslund Park skateboard structure would be. **LENDE** said, "The structure will be similar to Payson's Pavilion at the Fairgrounds and would require minimal maintenance." However, he agreed to provide additional information as it becomes available. No Assembly decisions were made.

7. Mayor's Comments/Report:

- **The November 5th Heliskiing SUD vote**

Mayor **CASE** said that there was misperception at the November 5th meeting by at least one audience person that the mayor stopped debate and ordered the vote on the SUD. During the roll call vote when **SCHNABEL** hesitated and asked for a minute, **CASE** told her "no" but "in retrospect probably should have given her the time she requested." He offered that in this meeting's Old Business, "the Assembly might decide to reconsider the vote because of the misperception."

- **Calling for the Question**

Mayor **CASE** asked if the Assembly as a body wants to vote each time on whether or not to call for the question during meetings. After discussion, the Assembly decided that a vote would only be necessary if some are ready but one or more Assembly members are not ready and want further discussion. If the Mayor asks if the body is ready to call for the question and no Assembly member objects, a vote on whether or not to call for the question would be considered an unnecessary extra step and can be by-passed.

- **Transportation Plan**

The Assembly members were given a copy of the new Transportation Plan map, and the Mayor asked them to review it when they get a chance.

- **Strategic Plan**

The mayor received no feedback from the Assembly since the last meeting when he solicited comments and ideas. Therefore, he announced that he is planning to develop an RFP to secure a professional facilitator. **SCHNABEL** asked if the funding for it would come from consolidation funds. Mayor **CASE** said that the

formation of a strategic plan would have been necessary even if consolidation had not occurred, and the actual funding source has yet to be identified. **SCHNABEL** requested that the RFP advertising be included in the Chilkat Valley News.

8. Public Hearings:

ORDINANCE 03-10-032 (Second Public Hearing)

AN ORDINANCE OF THE HAINES BOROUGH APPROPRIATING A \$20,600 GRANT FROM THE US DEPARTMENT OF INTERIOR, FISH & WILDLIFE SERVICE, FOR ONGOING RESTORATION OF SAWMILL CREEK AND TO BUDGET THE IN-KIND REQUIRED MATCH OF \$20,500.

Mayor **CASE** opened and closed the public hearing at 6:55 pm. There was no public comment.

M/S **LAPP/HARRELL** Motion to approve Ordinance 03-10-032.

SMITH asked if there is a total figure on the cost of the restoration project. Mayor **CASE** said, "The \$20,500 is our only obligation."

The motion carried unanimously on a roll call vote.

B. ORDINANCE NO. 03-11-033

An ordinance of the Haines Borough, appropriating a \$20,250 grant from the State of Alaska, Department of Community & Economic Development, Division of Community Advocacy, Alaska Coastal Management Program, ACMP 309 Special Projects (NOAA Funding), to the FY03/04 budget, for the Haines Borough Comprehensive Plan, and to move line items in the FY03/04 budget for the required \$8,190 match.

Mayor **CASE** opened and closed the public hearing at 6:55 pm. There was no public comment.

M/S **HARRELL/SMITH** Motion to set Ordinance 03-11-033 for its second public hearing on 12/3/03.

SCHNABEL said that she "would prefer the ordinance text to say *and to allocate personnel expenses* rather than *to move line items*." She stated that she has "no objection to the concept." Mayor **CASE** said, "*Move line items* is normal governmental accounting language and commonly understood." **LAPP** suggested that "the text could be similar to Ordinance 03-10-032 text *budget in kind*..." **SCOTT** said that she is "frustrated with the confusing way that the budget detail is laid out." Mayor **CASE** asked **KLING** to explain *object codes*. **KLING** said "the object codes identify the amounts as transfers for internal accounting purposes." He said that he is "working with Gregg Richmond on a process of getting clarity on the ordinance budget detail to the satisfaction of the Assembly." **SCOTT** suggested that the Finance Department supply lay language to go along with the accountant language. **KLING** offered the suggestion of first supplying lay

language and making the accountant detail available to those members that need more information. **SCOTT** said that she is in support of the project central to the ordinance, however she remains "unclear as to how it is being funded." **KLING** offered a brief summary and said, "The grant matches at this point are estimates because the work orders have not yet been created, and those are the actual." **SCHNABEL** said that in her "experience, when a grant is received it is the result of having asked for something. The original request document probably shows the estimated match. Perhaps with budget-related ordinances, a copy of the grant document could be attached." There was no further discussion.

The motion carried unanimously.

C. ORDINANCE NO. 03-11-034

An ordinance of the Haines Borough, appropriating a \$65,000 grant from the State of Alaska, Department of Natural Resources, Support Services Division, Land Records Information Section, to the FY03/04 budget, for the Haines Borough "live" GIS Website Land Information Project, and to move line items in the FY03/04 budget for the required \$17,050 match.

Mayor **CASE** opened and closed the public hearing at 7:17 pm. There was no public comment.

M/S **HARRELL/SMITH** Motion to set Ordinance 03-11-034 for its second public hearing on 12/3/03.

SMITH asked for clarification of this project. **CASE** explained "GIS stands for Geographical Information System. The Borough's maps are done by the GIS system. It coordinates maps that are satellite pictures to our geographic lot lines and provides an overlay over an actual picture." **SCOTT** said "Scott **HANSEN** would be pleased to show the system to any Assembly member that wanted to pay him a visit. It is a real time program." **HARRELL** said that "it will correlate all of the information that is available on property and put it all in one spot making it much more useful. It's a huge jump forward in coordinated lands information." **LAPP** said that "anyone could go to the computer at home or at the library and be able to look up maps without needing to visit the Borough Office." Regarding the ordinance text, **LAPP** said that it could also be similar wording as 03-10-032's budget in kind...

The motion carried unanimously.

D. ORDINANCE NO. 03-11-035

An ordinance of the Haines Borough amending Section 9.01 of the Haines Borough Charter pursuant to a vote of the people at the October 7, 2003 Regular Election.

Mayor **CASE** opened and closed the public hearing at 7:27 pm. There was no public comment.

M/S **SCOTT/LAPP** Motion to set Ordinance 03-11-035 for its second public hearing on 12/3/03.

The motion carried unanimously.

E. ORDINANCE NO. 03-11-036

An ordinance of the Haines Borough amending Section 3.36.020(D) of the Haines Borough Code pursuant to a vote of the people at the October 7, 2003 Regular Election.

Mayor **CASE** opened and closed the public hearing at 7:29 pm. There was no public comment.

M/S **SMITH/HARRELL** Motion to set Ordinance 03-11-036 for its second public hearing on 12/3/03.

SCHNABEL said that she "was impressed by **LAPP's** "no" vote regarding the last meeting's motion to set the ordinance to its first public hearing. **LAPP** said that he "doesn't [don't] believe a lot of people understood what they were voting on during the election." **SCHNABEL** said, "the people outside the townsite service area are still at only 6 mils, but they passed the initiative. The people inside the townsite service area did not pass the initiative, and they are the ones that will be affected by a reduction." **SMITH** said, "The process of introducing the ordinance and having a public hearing is important to give the public an opportunity to speak to it." **LAPP** said, "The Assembly could add some wording to the ordinance as long as it does not substantially change it as voted in on Election Day--wording to help make up revenues." **SMITH** said, "Anchorage has tax caps. They have a 41-page addendum to the tax cap identifying user fees." **LAPP** said that he is "opposed to the tax cap but is supportive of the ordinance because it is a necessary formality."

The motion carried unanimously.

9. Reports Of Borough Officers/Department Heads:

A. Manager - written

In **BETTRIDGE's** absence, Mayor **CASE** summarized the Manager's written report.

B. Finance (Written)

C. Economic Development/Tourism/Chilkat Center (Written)

D. Police (Written)

E. Library (Written)

F. Museum (Written)

Cynthia "CJ" **JONES** reported that approximately \$4K was raised for the Museum during the Eagle Elegance fundraiser.

G. Public Works (Written)

SMITH questioned the "blading of the school parking lot" and also said that he would like to see dates and reasons for

public works tasks. **SCHNABEL** said that she shares **SMITH's** concerns and "the manager should be informed that this report is not adequate for informing the Assembly." Mayor **CASE** said that "this is the first report he has ever seen, so he is hesitant to complain although it probably can improve." **SCHNABEL** said that the Public Works Department "spends quite a bit of time maintaining the fleet of Borough vehicles. It appears that very little is being done that is actually public works. Are they being kept busy with work orders that are preventing them from doing public works?" **SMITH** said "it is not efficient use of guys being paid operator wages to fill pot holes and paint." Mayor **CASE** said, "When the budget is prepared next year, the Assembly needs to make decisions about what they want to allocate funds to." **SCOTT** offered a suggestion that Bruce **SMITH** could be provided a structured form to help him prepare his report and categorize the work. She also questioned the blading of the school parking lot. **HARRELL** explained that "about three years ago (prior to consolidation), the former Borough agreed to blade the parking lot as a way to help the schools."

- H. **Water/Sewer** (Written)
- I. **Fire/EMS** (Written)
- J. **Harbors** (Written)
- K. **Planning & Zoning** (Written)

SCOTT said, "in the future all department heads will have to be conscientious about justifying their personnel in their reports. The Assembly is going to be asking tough questions and looking for places to cut in light of the tax cap limitation." She also requested that the Police Chief provide commentary on his report and asked if the manager could ask the Chief to put together a report comparing statistics from last year and this year. **HARRELL** asked that acronyms be explained in all of the reports.

- 10. **Bids/Proposals Received:** None
- 11. **Expenditure/Grant Approval Request(s):** None
- 12. **Reports Of Standing Committees/Commissions:** None
- 13. **Reports Of Special Committees:** None
- 14. **Consideration Of Resolutions, Petitions And Memorials:** None
- 15. **Consideration Of Ordinances Proposed For Introduction:** None
- 16. **Correspondence:**

- A. **School Superintendent, Woody Wilson's letter requesting that the Assembly provide budget information to him in March**

SCHNABEL and **LAPP** both suggested that the Borough write a letter to inform Mr. Wilson that the school district can expect no more

than the amount that they got this year and possibly less. They cited the anticipated effects of the tax cap limitation. Additionally, **LAPP** said that he knows "that the Assembly put the Tongass money into the budget for education and we only get that money for 2 more years. So, then the available money will be even less." The Assembly agreed to the letter idea. Mayor **CASE** said that he would write the letter to the school superintendent.

17. Old Business:

Mayor **CASE** asked if any of the Assembly members wanted to reconsider the November 5th SUD vote. **SCHNABEL** requested that the minutes of this meeting clearly reflect that during the roll call vote she asked the Mayor for a minute to gather her thoughts prior to voting. For the record, she wanted to affirm her "no" vote. The Assembly members declined to reconsider the vote.

18. New Business:

SCHNABEL said that she attended the community-planning meeting at the library held on 11/08. As a result, she asked radio station KHNS for an hour a week programming for the Assembly, Mayor and invited community members to discuss items on the agenda and any other issues. **SCHNABEL** and **SMITH** would begin as anchors of the program, but Assembly members could take turns. The phone lines would be open. She envisions that the program would be lightly structured and occur late in the afternoon or on a weekend, if necessary. **HARRELL** said that she has also felt a need to communicate more effectively with the general public. "If a radio program will help, I will gladly support it." **SCHNABEL** suggested that the Mayor consider including a comment time as part of the program. All agreed the program is a good idea.

19. Set Committee Meeting Dates:

The meeting of the Commerce Committee has been changed to Tuesday, November 25 at Noon to discuss an Ice House.

There will be a Committee of the Whole meeting to continue reviewing the combined Code on Wednesday, November 26 at 6:00pm.

20. Assembly Member Comments:

HARRELL said that during the AML Conference in Nome, she was able to "realize that Haines is very fortunate compared to many of the small communities in Alaska." She appreciated the workshops, especially the session on partnering with different organizations including those that are faith-based.

LAPP said that he attended the Planning Commission's Mosquito Lake public work session and that there was a good turn out. He mentioned that comprehensive plan consultant, "Barb Sheinburg kept mentioning that the Assembly wanted to convert area-wide

lands to zones and it made people uncomfortable." He wondered where she got that idea.

SCHNABEL said that this year's Bald Eagle Festival was very successful, and she stressed the importance of the community being very supportive of the American Bald Eagle Foundation.

SCOTT said that she was impressed with how the Nome community supported the AML conference and said that they were a real example. Regarding strategic planning, she said that she did some Internet research and found a good website resource. She distributed copies of the site to the other members. On another subject, **SCOTT** read a memo that she gave to the Mayor and Assembly containing her comments about the Heliskiing SUD.

SMITH said that Haines as the "Valley of the Eagles" needs to be continually marketed. **LAPP** said that Haines actually should market itself as "the Valley of the Eagles and the Swans" because of the large numbers of trumpeter swans that now call this valley home. On another subject, **SMITH** requested that the Clerk continue to send out emails reminding the Assembly about the committee and regular meetings, because he finds them very helpful.

CASE said regarding next year's AML conference that he would give all of the Assembly members an opportunity to review the proposed resolutions that the Mayor will vote on at the conference.

21. Adjournment :

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

Motion carried unanimously.

The meeting was adjourned at 8:49 p.m.

Mike Case, Borough Mayor

ATTEST:

Julie Cozzi, Borough Clerk

S E A L: