

**HAINES BOROUGH ASSEMBLY
REGULAR MEETING MINUTES
APRIL 16, 2003**

1. **CALL TO ORDER:** Mayor **CASE** called the meeting to order at 6:30 p.m. in the Assembly Chambers of the Municipal Building.
2. **PLEDGE TO FLAG:** Led by the Mayor.
3. **ROLL CALL: Present:** Mayor Mike **CASE**; Assembly Members Jerry **LAPP**, Chip **LENDE**, Douglas **OLERUD**, Lucy **HARRELL**, Debra **SCHNABEL** and Stephanie **SCOTT**.

Staff Present: Vince **HANSEN**/Borough Manager, Susan **JOHNSTON**/Borough Clerk, Cynthia **JONES**/Museum Curator, Ann **MYREN**/Librarian.

Visitors Present: Steve **WILLIAMS**/CVN, Leonie **SHERMAN**/KHNS, Scott **CAREY**, Steve **FOSSMAN**, Ann Marie **FOSSMAN**, Carolyn **WEISHAHN**, Patricia **BLANK** and others.

4. **APPROVAL OF AGENDA/CONSENT AGENDA:** All items listed with an asterisk (*) are considered to be routine by the Borough Assembly and will be enacted by the motion to approve the agenda. There will be no separate discussion of these items unless an Assembly Member or citizen so requests, in which event the Assembly, by a majority vote, may remove the item from the Consent Agenda and consider it in its normal agenda sequence.

The Mayor made the following change to the Agenda:

Add 17. A. New Business/Plastic Bags

M/S LENDE/SCOTT Motion to approve the amended agenda.

Motion carried unanimously.

- * 5. **MINUTES OF PREVIOUS MEETINGS:** April 1, 2003 Special
April 1, 2003 Regular

6. **AUDIENCE PARTICIPATION/APPEARANCE REQUESTS:**

A. Haines Little League

Steve **FOSSMAN** spoke to the Assembly about the request for funding by the Haines Little League. They are asking for any assistance available from the Borough to make improvements to the ball field on the middle school grounds.

6. AUDIENCE PARTICIPATION/APPEARANCE REQUESTS: (Cont.)

A. Haines Little League

They are applying for grants to other agencies as well.

Assembly Member **SCHNABEL** pointed out that there was money in the new Community Youth Development budget for Little League. The Assembly discussed the need for fencing between the ball field and the new library, the old library (which will be the new Borough Administrative Building) and both parking lots. Perhaps part of the fence could be built with some of the old library rehabilitation funds. The possibility of the Public Works crew doing some of the work as in-kind was also discussed.

After considerable discussion, it was suggested that the Assembly approve a letter of support, offering up to \$10,000 in cash, materials and/or labor in-kind contingent on the group obtaining a grant for the balance. **SCOTT** asked if funding for this would come out of the area-wide general fund. The Manager confirmed this.

M/S **LENDE/OLERUD** Motion to direct staff to write a letter of commitment for \$10,000 cash and/or in-kind services toward the Little League project.

SCOTT mentioned that there will also be a group addressing the Assembly in the near future who wish to build a skateboard park.

SCHNABEL stated she hoped that projects such as these become a part of a parks and recreation department in the Borough.

Motion carried unanimously on a roll call vote.

OLERUD reminded the **FOSSMANS** that last year when they came to the City for funding for uniforms and supplies, they were asked to provide the City with an inventory of what was purchased with the money and where it was going to be stored in order that it would not be lost to the community. This has not been done. The **FOSSMANS** said they would provide the documentation. It is currently stored in their shed.

LENDE stated that the **FOSSMANS** have done a great job helping the youth in Haines and he really appreciated their efforts.

6. AUDIENCE PARTICIPATION/APPEARANCE REQUESTS: (Cont.)

- B. Scott **CAREY** asked how it was that there is an area-wide deficit budget when there was a surplus in the Borough budget last year. He was not clear how allocations are coming from the area-wide fund into the general fund.

The mayor invited Mr. **CAREY** to attend the Committee Of the Whole meeting on April 17th where his question could be answered.

- C. Carrie **WEISHAHN** wanted to know when the budget would be ready for public review. She also pointed out that the Charter says two public hearings shall be held on the budget prior to June 1st. If the Assembly follows the current committee schedule, that will not be possible. Staff will check on this and publish an amended schedule if necessary.

7. MAYOR'S REPORT:

- A. Mayor's Absence

The Mayor will be leaving April 19th to accompany his wife to Anchorage for cancer treatment. He hopes to be back by May 6th. He will likely return to Anchorage May 22nd and return to Haines again about June 1st. Deputy Mayor **LAPP** will fill in during these absences.

- B. Manager Contract

The new Manager will be in Haines April 21st. Vince **HANSEN** will stay until the end of April to help with the transition. The Assembly approved of this plan. **HANSEN** pointed out that the Assembly needed to officially approve the new Manager's contract.

M/S OLERUD/HARRELL Motion to approve the new Manager's contract as submitted.

Motion carried unanimously on a roll call vote.

8. PUBLIC HEARINGS: NONE

9. REPORTS OF CITY OFFICERS/DEPARTMENT HEADS:

A. Borough Manager

1) Lutak Dock Project

ACC Hurlen has agreed with some reduction in their change order, from \$248,000 to \$210,000. The Manager explained that there was a \$103,000 contingency built into the contract.

SCOTT asked where the additional \$107,000 would come from. The Manager said that something could be deleted from the project, perhaps the new curb; however, due to earlier change orders that saved money, there is actually only a deficit of \$35,425 to completely finish the job including the curb. If the Assembly wanted the curb work done, they would have to allocate another \$35,425.

M/S SCHNABEL/OLERUD Motion to approve the Change Order in the amount of \$210,000 for the Lutak Dock Project.

Motion carried unanimously on a roll call vote.

M/S SCHNABEL/SCOTT Motion to appropriate \$36,000 from the C.I.P. Reserves to construct the curb on the Lutak Dock per the original plans.

Motion carried unanimously on a roll call vote.

The Manager explained that now that the face of the dock has been dredged, just about any size ship will be able to dock there.

2) Boat Harbor Expansion Project

The Manager has asked Economic Development Director, Robert **VENABLES** to get involved with this project. He is working with fish processors to get some numbers for the Corps of Engineers as to the pounds of fish that could be shipped through Haines if the facilities were available.

3) Legislative Report

The transition money remains in the State budget. Bill **THOMAS** is working on keeping improvement to the Lutak Road in the State Transportation Improvement Plan (STIP).

9. REPORTS OF CITY OFFICERS/DEPARTMENT HEADS: (cont.)

- A. Borough Manager (cont.)
3) Legislative Report (cont.)

He is also tracking land disposition to new boroughs and the senior tax exemption, which may be changed to a local option.

- 4) Glacier Bay Funds

The Manager was somewhat disappointed in the amount the Borough received under the Glacier Bay settlement -- \$90,097.62. This is a one-time payment and the Manager recommended that the funds be dedicated to marine infrastructure - perhaps as seed money for the new Boat Harbor. It should be put aside and invested in some type of guaranteed fund. **HARRELL** thought the money should go toward the local share of the new Boat Harbor.

M/S HARRELL/OLERUD Motion to dedicate the \$90,097.62 from the Glacier Bay Compensation for Boat Harbor expansion, and that it be invested in the interim.

LENDE thought that the motion was too restrictive. More pressing needs could develop in the interim and the money may be needed for other fishing-related activities. If nothing comes up, the funds can be used for the boat harbor.

M/S HARRELL/SCOTT Motion to amend the main motion by setting aside the Glacier Bay money for fisheries or marine-related projects.

Motion to amend carried unanimously.

Main motion, as amended, carried unanimously on a roll call vote.

LENDE said he thought the Borough should approach the Park Service for a Glacier Bay Park permit. The Borough could then allow a ship of its choice to go into Glacier Bay. It might be a draw to bring ships to Haines. The Manager felt this idea had potential and should be pursued with the Park Service.

- 5) CCWSS Response

The Borough Manager's submitted his response to the A.P.U.C.

9. REPORTS OF CITY OFFICERS/DEPARTMENT HEADS: (cont.)

- A. Borough Manager (cont.)
5) CCWSS Response (cont.)

He objected to giving CCWSS any of the Borough's customers as it would harm the Borough's utility. There was never any guarantee that the Borough would purchase water from CCWSS and that the Haines utility is also suffering from reduced demand because of the economic situation. He testified that the Borough is willing to discuss the possible merger or consolidation of the two systems if it would benefit all affected citizens. There will be a consumer input hearing on June 5th. Former City Administrator, Tom **HEALY** is on the witness list and has offered to help if needed.

- 6) Highway Safety Grant

Chief **GOODMAN** obtained a \$32,325 highway safety grant.

- 7) Borough Attorneys

The Manager checked into why the former City Attorneys were retained as Borough Attorneys. He stated that there was no specific process, but they were kept for continuity. Also, the former Borough attorneys charged a higher rate. Simpson, Tillinghast offers a discounted price.

- B. Borough Clerk - NONE
C. Borough CFO - NONE
D. Economic Development - NONE
E. Police Chief - WRITTEN

- F. Library

The librarian reported that the Library honored its volunteers at a tea. Their names are posted at the library. The punch list of items to complete the library construction contract is progressing. Paving and outdoor work will take place this summer. The N.W. Coast art panels for the front of the building should arrive in late May. Circulation is up 43% over last year. N.W. Coast Art materials and books have been bequeathed to the library by Bruce and Barbara **BROWN** and are coming to Haines this summer. The Assembly asked if the library could start tracking numbers of people who utilize the library on a daily basis.

9. REPORTS OF CITY OFFICERS/DEPARTMENT HEADS: (cont.)

G. Museum

The Curator reported that the Tlingit language class continues through May. They are applying for a grant to continue it next year. Jerry **CLARK** is working on collections. Natalie **PARDEE** scanned in the museum's photo collection. The Museum's web site is being updated. **LENDE** asked if the museum could quantify how many patrons are local and how many from out of town. CJ stated that during the winter it is mostly locals.

H. Public Works - NONE

I. Water/Sewer - NONE

J. Fire/EMS - WRITTEN

K. Harbors - NONE

10. BIDS/PROPOSALS RECEIVED:

A. Chilkat Center Sprinkler System Repairs

The Manager reported that the sprinkler system in the Chilkat Center must be repaired by the end of May or the Center will have to be closed to the public. The work must be done by certified personnel and it is estimated that it will cost \$12,000. There is \$4,000 remaining in the Chilkat Center fund for repairs. The Manager asked for approval to spend up to \$12,000 from reserves for these repairs. He will try to obtain a less expensive contract. The Fire Marshal said that if work was under way by May 30th the Borough could be granted an extension. **SCHNABEL** suggested looking in Whitehorse for a technician if that is allowed.

M/S **SCHNABEL/LENDE** Motion to authorize the expenditure of up to \$12,000 to bring the Chilkat Center sprinkler system up to fire code.

Motion carried unanimously on a roll call vote.

11. REPORTS OF STANDING COMMITTEES/COMMISSIONS:

A. Personnel/Labor Relations

The Committee met with Borough Attorneys and representatives from the Alaska Labor Relations Agency to set the terms for the union election. It has been set and is being advertised.

11. REPORTS OF STANDING COMMITTEES/COMMISSIONS: (cont.)

B. C.O.W. - Budget

The Assembly discussed holding committee meetings while the CFO is out of town, saving any questions for Gregg to ask upon his return. **SCHNABEL** stated that she could take notes. The process will be discussed at the April 17th C.O.W. meeting.

12. REPORTS OF SPECIAL COMMITTEES: NONE

13. CONSIDERATION OF RESOLUTIONS, PETITIONS AND MEMORIALS:

A. RESOLUTION NO. 03-04-020

A RESOLUTION OF THE BOROUGH ASSEMBLY OF THE HAINES BOROUGH, ALASKA, SETTING A DATE FOR THE BOARD OF EQUALIZATION.

M/S OLERUD/HARRELL Motion to adopt Resolution 03-04-020.

Motion carried unanimously on a roll call vote.

14. CONSIDERATION OF ORDINANCES PROPOSED FOR INTRODUCTION:

A. ORDINANCE 03-05-013

AN ORDINANCE OF THE HAINES BOROUGH TO AMEND OLD CITY OF HAINES CODE SECTION 3.28.030, REQUIRED EXEMPTIONS, §6, REQUIRING SENIOR CITIZENS TO MEET THE ELIGIBILITY REQUIREMENTS FOR THE ALASKA PERMANENT FUND DIVIDEND IN ORDER TO QUALIFY FOR PROPERTY TAX EXEMPTION UNDER §6 AND TO ESTABLISH PROCEDURES AND DEADLINES FOR FILING AN APPLICATION FOR TAX EXEMPTION.

M/S OLERUD/LAPP Motion to introduce Ordinance No. 03-05-013 and set it for first public hearing on May 7, 2003.

Motion carried unanimously.

B. ORDINANCE NO. 03-05-014

AN ORDINANCE OF THE HAINES BOROUGH REPEALING OLD BOROUGH CODE SECTION 3.40.031, LEVY OF TOUR TAXES, PURSUANT TO A VOTE OF THE PEOPLE AT THE MARCH 25, 2003 SPECIAL ELECTION.

14. CONSIDERATION OF ORDINANCES PROPOSED FOR INTRODUCTION:

B. ORDINANCE NO. 03-05-014

M/S OLERUD/LAPP Motion to introduce Ordinance No. 03-05-014
and set it for first public hearing on May 7, 2003.

Motion carried unanimously.

15. CORRESPONDENCE:

A. John Schnabel - No Comment on Correspondence

16. OLD BUSINESS: NONE

17. NEW BUSINESS:

A. Plastic Bags

SCHNABEL said that during a recent visit to the composting facility at the landfill she found out that plastic bags were a big issue affecting the cost of composting as they have to be removed from the refuse by hand before it is composted. She suggested an ordinance to ban non-compostable plastic bags in Haines. Howsers has agreed to use compostable grocery bags on a trial basis. **OLERUD** said a cost study would have to be done before he would entertain the adoption of any type of ordinance. **HARRELL** said the key would be allowing sufficient lead time for people to get used to the idea. She would encourage the idea, but take it slow. It would be good for the community. **SCHNABEL** will research and bring a report back to the Assembly on her findings.

18. SET COMMITTEE MEETING DATES:

A. Government Services - April 23, 2003 - 4:00 p.m.
To draft an ordinance for flood plain regulations.

19. ASSEMBLY MEMBER COMMENTS:

A. Vince **HANSEN**

The Manager pointed out the survey forms in the packets and urged the members to complete them if they have comments on the Juneau Access E.I.S., such as the addition of a Haines/Skagway road.

19. ASSEMBLY MEMBER COMMENTS:

- B. Mike **CASE** said there is a law being proposed that would allow only licensed x-ray technicians to operate x-ray machines at clinics and hospitals. This would mean that the Haines Clinic could not use their x-ray machine. This could have serious consequences for smaller communities if it passes.

20. ADJOURNMENT

M/S OLERUD/LENDE Motion to adjourn.

Motion carried unanimously

The meeting was adjourned at 8:30 p.m.

Mike Case, Borough Mayor

ATTEST:

Susan V. Johnston, CMC, Borough Clerk

S E A L: