

**HAINES BOROUGH ASSEMBLY MINUTES
REGULAR MEETING #26
SEPTEMBER 3, 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**, Douglas **OLERUD**, Jerry **LAPP**, Stephanie **SCOTT**, Lucy **HARRELL** and Debra **SCHNABEL**.

Staff Present: Julie **COZZI**/Borough Clerk, Keith **BETTRIDGE**/Borough Manager, Michelle **GLASS**/Tourism Director, Greg **GOODMAN**/Chief of Police, Dave **GROSS**/Asst W/S Operator, and Scott **BRADFORD**/Fire Chief.

Visitors Present: Steve **WILLIAMS**/CVN, Doug **FINE**/KHNS, Clint **AMOX**, and Glynda **AMOX**.

4. APPROVAL OF AGENDA/CONSENT AGENDA:

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

SCHNABEL requested that the minutes to be removed from the consent agenda. Mayor **CASE** added a Tourism Department report to the consent agenda. No one objected to the changes.

The Motion carried unanimously.

5. MINUTES OF PREVIOUS MEETINGS: August 20, 2003 Regular

SCHNABEL referred to page 10, regarding the Controller position. The minutes should be changed to say that the position is a *manager-hire*, but the Assembly should review it since the successful candidate would have the potential of becoming a CFO.

M/S **LENDE/LAPP** Motion to approve the minutes as corrected.

The motion carried unanimously.

6. AUDIENCE PARTICIPATION/APPEARANCE REQUESTS:

Mayor **CASE** opened and closed the audience participation portion of the meeting at 6:36; there was no response.

7. MAYOR'S COMMENTS/REPORT:

A. Proclamation - Fetal Alcohol Syndrome Awareness Day, Sept 9

Mayor **CASE** read the proclamation aloud.

**COASTAL MANAGEMENT PROGRAM TO THE FY03/04 BUDGET, AND TO MOVE
LINE ITEMS IN THE FY03/04 BUDGET FOR THE REQUIRED 50% MATCH.**

M/S **HARRELL/OLERUD** Motion to introduce the ordinance.

Motion carried unanimously.

Mayor **CASE** opened and closed the public hearing at 7:08pm; there was no public response.

M/S **OLERUD/LAPP** Motion to set the ordinance for a second public hearing on 9/18/03.

BETTRIDGE explained that the Department of Community & Economic Development provides funds to communities for monitoring their coastal management programs. **SCOTT** asked if the 30% match was budgeted for and where the additional 20% match would come from. **BETTRIDGE** said that all communities were well aware that the match was going to 50%. **SCHNABEL** said that the numbers in the ordinance spreadsheet don't appear to add up and asked the Manager to check on it and present an explanation to the Assembly at the second hearing.

The Motion to set the ordinance for its second public hearing carried unanimously.

**D. ORDINANCE NO. 03-09-030
(Introduction and First Public Hearing)**

AN ORDINANCE OF THE HAINES BOROUGH, APPROPRIATING A \$13,170 GRANT FROM THE STATE OF ALASKA, DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT, DIVISION OF COMMUNITY AND BUSINESS DEVELOPMENT, CAPITAL MATCHING GRANTS PROGRAM TO THE FY03/04 BUDGET (CARRIED FORWARD FROM FY02/03), AND TO BUDGET THE \$2,687 REQUIRED MATCH.

M/S **LAPP/OLERUD** Motion to introduce the ordinance.

Motion carried unanimously.

Mayor **CASE** opened and closed the public hearing at 7:15pm; there was no public response.

M/S **OLERUD/HARRELL** Motion to set the ordinance for a second public hearing on 9/18/03.

SCHNABEL said that the numbers don't appear to add up in this ordinance spreadsheet either. **BETTRIDGE** offered to check on it, as well, and present an explanation to the Assembly at the second hearing.

The Motion to set the ordinance for its second public hearing carried unanimously.

9. REPORTS OF BOROUGH OFFICERS/DEPARTMENT HEADS:

A. Borough Manager

1. Ballot Initiatives

SCHNABEL expressed her belief that it is a good idea for the Assembly/Borough to have a position and to communicate to the public how the initiatives--if passed--would affect the Borough. **BETTRIDGE** said he would have to look at different scenarios--to look at the difference between existing conditions and what it *could* be. **SCHNABEL** said that she "would like the information to come from the Assembly and to make sure it does not sound like scare tactics." She believes it is "an opportunity to earn some respect from the community."

B. Borough Clerk - NONE

C. Borough CFO - NONE

D. Economic Development/Tourism

GLASS summarized the Tourism Department's current projects. Conferences: Southeast conference, Museums Alaska, Yukon Chamber of Commerce. Public Relations: Familiarization tours for fifteen different journalists and film crews. Haines has been featured in TV shows, magazines, and newspapers. **GLASS** said that she has applied for a \$52K grant to get a national scenic byway designation.

LENDE asked **GLASS** for her opinion on whether or not "the tide has turned with regard to cruise ships coming to Haines and if she is optimistic for the future." **GLASS** responded that when scrutinizing the schedule, it is evident that the bulk of the ships for next year are those that could not fit in to Skagway. However, there are a few that chose Haines, especially the smaller more elite ships. The cruise ships are taking Haines more seriously, but are still more interested in the revenue they get from the White Pass railroad in Skagway.

* **E. Police Chief - WRITTEN**

F. Library - NONE

G. Museum - NONE

H. Public Works -

1. Lookout Park Pavilion.

BETTRIDGE said some questions arose while working through this issue administratively. Close inspection elevated the costs above the limit for the Manager and the Mayor.

SMITH distributed handouts to the Assembly. He talked about the deterioration of the Lookout Park Pavilion---rust from ocean spray, vandalism, and age. He has been approached about the unsightliness of it. His estimates for materials costs are approximately \$7,000. Labor would be about the same amount, so the restoration would be close to a \$14,000 project. **LENDE** said he believes the Borough should get rid of the structure; salvage the covering and turn the park into more of a grass or lawn picnic area and not have this kind of maintenance. Mayor **CASE** said that he sees people using the park quite often. **SCHNABEL** said that she likes the park; she likes to see people using it, and it might be used a lot more if it were "maintained and loved." She said that "right now it looks like a park in a town that doesn't care," and she is in favor of restoring it. **LENDE** said, "Let's try to convert it into something that is less maintenance but still a covered picnic area." Mayor **CASE** assigned the topic to the Government Services Committee.

* **I. Water/Sewer** - WRITTEN

* **J. Fire/EMS** - WRITTEN

K. Harbors - NONE

10. BIDS/PROPOSALS RECEIVED:

Construction of Tlingit Park Restrooms

LAPP asked about negotiating with the low bidder on the project. **LENDE** said that there is significant room for negotiating materials costs. **CASE** asked the Manager to work up a final amount and bring it back before the Assembly for approval.

11. EXPENDITURE APPROVAL REQUEST(S):

Milepost 2004, Back Cover Advertising - \$13,446

GLASS said that the advertisement has been modified to include a tracking device---a special web site just for counting Milepost-related hits.

M/S **OLERUD/SCOTT** Motion to approve the expenditure of \$13,446 for Milepost 2004 Back Cover Advertising.

Motion carried unanimously on a roll call vote.

12. REPORTS OF STANDING COMMITTEES/COMMISSIONS:

Commerce Committee

OLERUD summarized the written report---long range planning for the Lutak area, the tank farm, and the sawmill area. **SCOTT** asked what project is being recommended. **OLERUD** responded that the Marine Industrial Authority is the committee's choice for the number one project. **SCOTT** asked if approval is needed. **SCHNABEL** asked about the timeline, because she believes the Borough may need to have something ready for Southeast Conference. She asked if it would be appropriate for the Assembly to resolve to support it. **OLERUD** clarified that approval for the concept is needed so that funds can be sought to develop it.

M/S **SCOTT/LENDE** Motion to approve the concept of a Marine Industrial Authority so that development funds may be sought.

Motion carried unanimously.

13. REPORTS OF SPECIAL COMMITTEES: NONE

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.

No Action: Currently under staff review with Borough Attorney

2. 03-08-027 - (tabled to clarify personnel funding)

AN ORDINANCE OF THE HAINES BOROUGH, APPROPRIATING A \$139,932 GRANT FROM FEMA TO THE FY03/04 BUDGET FOR FIREFIGHTER TRAINING AND EQUIPMENT.

M/S **OLERUD/LAPP** Motion to remove Ordinance 03-08-027 from the table.

Motion carried unanimously.

BRADFORD said that some of the grant money is for overtime for Fire Department staff, especially **AL BADGLEY**. Additionally, he summarized the Department's training needs and said that some contract instructors will have to be brought in for it. Some of the funding will help compensate for lost wages for those that have to take off from regular jobs to attend the training. Approximately 15 people in Haines and a few people in

Klehini Valley fire district will be involved. **HARRELL** asked if the training will positively affect the insurance rates for property owners. **BRADFORD** responded that he is unsure of the affect on the Department's ISO rating, but the training will make it a safer, more qualified fire department which is good for the community. **GROSS** explained that he wrote the majority of the grant. This fire grant is a perfect opportunity to get the majority of our firefighters trained and certified. A large part of the training will take place after hours.

M/S **OLERUD/LENDE** Motion to adopt Ordinance 03-08-027.

Motion carried unanimously on a roll call vote.

3. 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.

No Action: Still under staff review

18. NEW BUSINESS:

A. Requests to waive timely application for Senior Property Tax Exemption

1. Clint Amox

OLERUD excused himself from the decision because **AMOX** is an employee, but the rest of the Assembly disagreed with that decision. **OLERUD** took part.

M/S **LAPP/HARRELL** Motion to waive timely application for the 2003 Senior Citizen Property Tax Exemption Program for Clint Amox.

Motion carried on a roll call with **SCHNABEL** opposed.

2. Joseph Adamson on behalf of Molly Adamson (deceased)

M/S **HARRELL/SCOTT** Motion to waive timely application for the 2003 Senior Citizen Property Tax Exemption Program for Molly Adamson.

Mayor **CASE** said that **ADAMSON** incurred the bill before she died, and the taxes are still owed. She was ill, so she did not file for an exemption. **LAPP** asked if exemption requires the property to be the primary residence. Mayor **CASE** said that the application says Molly was residing in the house. He asked if staff needs to interview family. **HARRELL** said that she would not be opposed to granting the waiver if **ADAMSON** was living elsewhere for medical reasons. **SCHNABEL**

asked if an exemption goes with the property. **OLERUD** said **ADAMSON** would have filed for it in January if she were not ill. **HARRELL** explained that the tax year does not coincide with the exemption. The property tax year is the same as the calendar year. **SCHNABEL** said that she believes **ADAMSON**'s estate owes the tax bill, and it is too premature to waive it at this point. **BETTRIDGE** asked if the taxes would be prorated, for instance if **ADAMSON** was eligible for six months. Mayor **CASE** said, "No." **SCOTT** said that she is willing to grant the waiver. **LAPP** said that he would not be willing, at this point, to exempt the second half of the tax year. **SCHNABEL** said that she does not see a reason to be in a hurry to make the decision.

M/S **SCHNABEL/LENDE** Motion to table the request so that more information can be obtained prior to making a decision.

Mayor **CASE** asked the Manager to get more information for the Assembly.

19. SET COMMITTEE MEETING DATES:

PERSONNEL COMMITTEE meeting scheduled for Monday, September 8, at 5:30 p.m. to evaluate union negotiators.

GOVERNMENT AFFAIRS COMMITTEE meeting scheduled for Monday, September 8, at 6:00 p.m. to discuss the sales tax ordinance.

GOVERNMENT SERVICES COMMITTEE meeting scheduled for Thursday, September 11, at 4:30 p.m. to discuss Lookout Park, Oslund Park, and other recreational park facilities.

20. ASSEMBLY MEMBER COMMENTS:

OLERUD announced that he will miss next Assembly meeting.

SCHNABEL asked about the upcoming Southeast Conference in Haines September 16-18 and what is expected of "us" as the host city. She said that she plans to attend the conference but wants to know if the government should do anything to help host. Mayor **CASE** said "No." **SCHNABEL** also asked about the next Assembly Meeting scheduled for the 17th which conflicts with the Southeast Conference banquet scheduled that night in Harriet Hall. Mayor **CASE** asked about moving the meeting date. The Assembly reached consensus to change the next meeting to Thursday, 9/18/03 at 6:30 p.m.

SCOTT said she likes the changes to the Agenda format and believes it makes it a more useful document.

21. ADJOURNMENT

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

Motion carried unanimously.

The meeting was adjourned at 8:46 p.m.

Mike Case, Borough Mayor

ATTEST:

Julie Cozzi, Borough Clerk

S E A L: