



**Adopted**

**Haines Borough  
Borough Assembly/School Board Meeting  
December 20, 2004**

**MINUTES**

1. **CALL TO ORDER/PLEDGE TO FLAG**: Mayor **CASE** called the meeting to order at 1:00 p.m. in the Assembly Chambers of the Public Safety Building and led the pledge to the flag.

2. **ROLL CALL**

**Assembly Members Present**: Mayor Mike **CASE** and Assembly Members, Stephanie **SCOTT**, Scott **ROSSMAN**, Debra **SCHNABEL**, Jerry **LAPP** and Douglas **OLERUD**. **Absent**: Herb **VANCLEVE**.

**School Board Members Present**: Stacie **TURNER**/Vice-Chair, Sarah **SWINTON**, Brian **CLAY**, and Gary **STIGEN**. **Absent**: Carol **KELLY**, Heather **LENDE**, and Judy **EREKSON**.

**Staff Present**: Robert **VENABLES**/Borough Manager, Julie **COZZI**/Borough Clerk, Woody **WILSON**/School Superintendent, and Ashley **SAGE**/School District Secretary.

**Visitors Present**: Bonnie **HEDRICK**/CVN, Don **TURNER**, Jr., and Donny **TURNER**.

3. **OPENING COMMENTS**:

**CASE** invited Stacie **TURNER** to join him at the front for the meeting.

6. **NEW BUSINESS**:

**A. NEW SCHOOL PROJECT APPROVED BY VOTERS ON DECEMBER 14, 2004**

**CASE** suggested a subcommittee made up of assembly members and school board members to work on the school project. Stacy **TURNER** agreed that it is a good idea, but believes the bulk of the responsibility belongs to the school district. **SCHNABEL** asked what the school district has done to date to involve the community. Stacey **TURNER** responded saying "not much so far, but we want to involve as many people as possible." **SCHNABEL** said she does not share the assumption that members of the assembly need to be involved in the committees that will develop the school. She believes there are people in the community that could be more valuable to the project. **CASE** said his thought was not that the assembly would be controlling but could help establish the framework for committees and help set up a project timeline now that the election is over. Stacey **TURNER** said assembly

members on committees would enable a cohesive relationship and ensure as many different opinions as possible.

**SCOTT** asked where we go from here to begin selling bonds. **VENABLES** said he has had contact with the Alaska Municipal League and various agencies, and at the first of the year he will have more to report. The bonding will take place within six months; it is not a quick process. **CASE** said he and the late Marco Pignalberi had talked with Devon Mitchell who runs the state bond bank, and it depends on where in the process our application falls as to how quickly it happens. **SCOTT** pointed to the SERRC's (Alaska's Educational Resource Center) preliminary proposal document. She said SERRC wants to conduct interviews and workshops within the community. This group would structure the input process if their proposal is accepted. She asked if there was a Request for Proposals (RFP) and, if so, whether or not there were other respondents. The assembly has an interest in a fair RFP process. **WILSON** admitted that the SERRC proposal was an invitation to bid because 1)they do most of the school projects in the smaller school districts, 2)their proposal lists a number of school districts recently done, and 3)they are well-versed in the process. His understanding is that an RFP is not required by the Department of Education if the project is less than \$50K. He also does not know of anyone else in Alaska that does this type of work. **LAPP** reiterated that it does not meet borough code to bypass the RFP process.

**SCHNABEL** said there are many people in the community concerned about the new school site and said an effort should be made to make sure any projected site is going to give the best bang for the buck. **ROSSMAN** said he believes the site needs to be selected before the building is designed. **WILSON** said the education specifications need to be done before the site is chosen to take into account things that affect the placement and site of the building such as what programs will be in the building and traffic requirements. **CASE** agreed saying we need to know which teachers and students might have to travel between schools. **SMITH** said it is nice SERRC has presented the information. He circled the budgets of the schools recently completed and many are within the same budget amount. "It would behoove us to contact some of those schools and ask for references. We have time, let's do our homework." He added that he would like to see a project prioritization list. It's a two or three phase project and he believes the elementary school

should be the largest priority and more important than renovating the high school.

Stacy **TURNER** said the reason the high school renovation is being considered the first priority is because it is a smaller project. It will afford more time to design the new elementary school and make sure the community has input to make sure everyone is happy with the end product.

**STIGEN** said he thought the purpose of today's meeting was to decide who was going to sign the DCED agreement. **CLAY** said the educational specifications will answer many questions. **SWINTON** agreed that it would be a good idea to talk to some of the other schools to get ideas. Stacy **TURNER** suggested that perhaps some school board members could visit some of the facilities and take notes and pictures.

Don **TURNER** said he hoped that the community will be able to weigh in before it goes to an architect. "Let the community decide rather than an architect telling us what we want. Let's not just spend the money just because it is there to spend." **SAGE** said she has already received three calls from people wanting to be on a committee. **SCOTT** said the educational specifications are the "guts of this thing" because what the school looks like is arbitrary---what it has to have in it to enable education is the important thing. "We are all going to have to be open-minded." **SCOTT** said her only concern is the lack of an RFP. She said an advertisement should occur just to be proper and build the school competitively from the ground up. **WILSON** noted that SERRC is an organization owned by the eighteen SE Alaska school districts, including the Haines Borough.

**CASE** said a smaller working body needs to be established to determine timelines and make project decisions. He proposed two people from the assembly and two from the school board to outline the project timelines. He suggested **ROSSMAN** and **SCOTT**. **SCOTT** said she is confused about who is building the school. She thought it was the school district with the Haines borough signing the checks. She expressed concern that the process will get bogged down with a committee that has no authority. Stacy **TURNER** agreed with **SCOTT** and said the school district is building a school. We need to work together, but the school district needs to be able to make the ultimate decisions. **SCHNABEL** recommended the following: 1)the assembly establish and take responsibility for any work necessary to get the bond, 2)both bodies have an understanding that the school district will contract with

the DEC, if appropriate, otherwise the assembly will, 3)the school district work with SERRC to develop the educational specifications, and 4)form a planning body of nine members composed of three assembly members, three school board members, and three citizens. She added that it would be good to have one consistent planning body for the entire project.

M/S **SCHNABEL/SCOTT** Motion to clarify that the assembly will take responsibility for any work necessary to get the bond.

**ROSSMAN** took exception to Stacy **TURNER**'s comment saying that it is the community that is building the new school.

The motion carried unanimously in a roll call vote.

M/S **SCHNABEL/LAPP** Motion that there be a nine-member planning committee not including the chair.

**LAPP**, who seconded the motion for the sake of discussion, asked if **SCHNABEL** was thinking of something on the same order as the Charter committee. She said, "Yes." **STIGEN** wanted to clarify how the planning committee members would be selected. **CASE** said the heads of both bodies with the approval of both. **WILSON** said the planning committee would not be elected and would not be authorized to make decisions. They would be advisory to the school board. **CASE** agreed. **SCHNABEL** said she does not share the vision that the assembly needs to be involved at the level she believes the mayor is asking for.

**CLAY** suggested a planning committee formed by the school board but with a liaison established to go between the two bodies. Stacy **TURNER** said she does not believe a special liaison is needed; that function would be taken care of with **WILSON** and **VENABLES** anyway. "Keeping the assembly involved is important, but the direction needs to come from the school board." Donny **TURNER** said "the assembly is jumping the gun." He reminded them that the school board is an elected body, too. "They have not even met on this yet. Let the school board do their job." **ROSSMAN** agreed that the school board should take it for a couple of meetings. **LAPP** suggested that **VENABLES** and **WILSON** look into it with the other communities that have just recently built new schools and find out how they handled the relationship between the school district and the local government.

**SCHNABEL** withdrew the motion with **LAPP**'s concurrence.

**LAPP** noted the Planning Commission will eventually have to look at this, too.

**SCOTT** said she remains concerned about the flow of finances. "We need to see what the standard operating procedures are. If our administration is going to process \$17.5 million, it is going to cost us to do that. We are going to have to recover some of the costs; we don't really have extra staff. Questions remain. Who is going to report it in their audit? Who is going to be looking at monthly financial statements? There must be standard procedures." She said someone from the assembly should attend all school board meetings and report back and vice versa. Stacey **TURNER** said she prefers not want to deal with it today. She instructed **WILSON** to add to the agenda for the next school board meeting the topic of establishing a committee. **VENABLES** said he is happy to work with the school board, but the state needs to know who is going to carry the \$17.5 million on the books.

M/S **SCHNABEL/LAPP** Motion for the Haines Borough to enter into the project agreement with the state of Alaska for the construction of a new school and renovation of the high school.

**SCOTT** said she does not know what it means. **VENABLES** clarified the project agreement. We can delegate. But in order to be eligible for the 70% reimbursement, the project agreement has to have an applicant name.

M/S **SCOTT/SCHNABEL** Motion to amend it to make the Haines Borough School District the contracting party with the DCED for the school rather than the Haines Borough.

**WILSON** said the project agreement is a standard document. Gray said the school board does not have bonding capabilities so it has to be the Haines Borough. **ROSSMAN** said the voters passed the bond issue and that stated the borough's responsibility. Donny Turner said the ballot said the Haines Borough. He's not sure it can be passed to the School District. Case said if the amendment motion carried, the legalities would have to be confirmed. Schnabel said she wants to know what the document is before signing.

**SMITH** asked **SCOTT** to withdraw her amendment. She declined saying, "In the absence of seeing the document, I would much rather commit the school district."

The amendment motion failed 1-4 in a roll call vote with **LAPP**, **SMITH**, **ROSSMAN**, and **SCHNABEL** opposed.

The main motion carried 4-1 in a roll call vote with **SCOTT** opposed.

M/S **STIGEN/SWINTON** Motion for the Haines Borough to enter into the project agreement with the State of Alaska for the construction of a new school and renovation of the high school.

The school board's motion carried unanimously 4-0 with a roll call vote.

Mayor **CASE** directed **VENABLES** to complete any necessary paperwork prior to the 12/31/04 deadline naming the Haines Borough as the applicant. Stacy **TURNER** directed **WILSON** to contact some of the other communities that have recently constructed a new school and find out what they did to take the project from ballot passage to completion.

**8. ADJOURNMENT:**

M/S **SCOTT/SMITH** Motion to adjourn.

The motion passed unanimously.

The meeting adjourned at 2:05 p.m.

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Mike Case, Borough Mayor

ATTEST:

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Julie Cozzi, Borough Clerk