

Haines Borough
Borough Assembly Meeting #171
January 26, 2010

MINUTES

Approved

1. CALL TO ORDER/PLEDGE TO THE FLAG: Mayor **HILL** called the meeting to order at 6:32 p.m. in the Assembly Chambers and led the pledge to the flag.

2. ROLL CALL

Present: Mayor Jan **HILL**, Assembly Members Jerry **LAPP**, Joanne **WATERMAN**, Scott **ROSSMAN** and Steve **VICK**. Daymond **HOFFMAN** and Norman **SMITH** participated by teleconference.

Staff Present: Mark **EARNEST**/Borough Manager, Jamie **HEINZ**/Deputy Clerk, Jila **STUART**/Chief Fiscal Officer, Brad **MAYNARD**/Director of Public Facilities, and Jerrie **CLARKE**/Museum Director.

Visitors Present: Jessica **EDWARDS**/CVN, Libby and Bill **KURZ**, Janet **KURZ**, Stephanie **SCOTT**, Donnie **TURNER**, Roger **MAYNARD**, and others.

3. APPROVAL OF AGENDA & CONSENT AGENDA

Motion: **LAPP** moved to "approve the Agenda/Consent Agenda." Move comments before the executive session. The motion carried unanimously.

* **4. APPROVAL OF MINUTES** – December 29, 2009 and January 19, 2010

5. PUBLIC COMMENTS - None

6. MAYOR'S REPORT/COMMENTS

HILL said AML Winter Legislative Meeting is next week and that she and **EARNEST** will be attending.

7. PUBLIC HEARINGS

A. Ordinance 09-12-221 – Second Public Hearing

An ordinance of the Haines Borough readopting, by ordinance, the existing water-sewer rate schedule including the current rates, fees and charges for water and sewer services.

Mayor **HILL** opened and closed the public hearing at 6:37 pm. There were no comments

Motion: **LAPP** moved to "adopt ordinance 09-12-221." The motion carried unanimously in a roll call vote.

During discussion, **STUART** explained that the water-sewer rates don't cover the sewer's budgeted expenses by about \$96,000 and the fund balance covers the overage.

B. Ordinance 10-01-222 – First Public Hearing

An ordinance of the Haines Borough, providing for the addition or amendment of specific line items to the FY10 budget.

Mayor **HILL** opened and closed the public hearing at 6:41 pm. There were no comments.

Motion: **LAPP** moved to "advance ordinance 10-01-222 to a second public hearing on 2/9." The motion carried unanimously.

LAPP explained the finance committee met and recommends approval of the budget amendments. During discussion, **EARNEST** explained that he makes every effort to not seek authorization for spending prior to budget authority.

8. STAFF REPORTS

A. Borough Manager

In addition to his written report, **EARNEST** reported on findings from research for funding possibilities for the Harbor pumpouts. He also talked about the upcoming employee union negotiations, that he'd organized administration's portion of the negotiating team and asked the Mayor to appoint members of the Assembly to also be a part of the negotiating team.

EARNEST also explained that the management team has been working on FY11 Budget preparations, employee evaluations and participation in a credit program offered by Alaska Public Entity Insurance Company for implementing measures for safety. He pointed out that savings realized in the remainder of FY10 can be applied to FY11 premiums.

He reported that the legislative priorities are being entered into the State's program and also explained that administration was at the tail end of getting the Crystal Cathedral Water and Sewer System purchase and sales agreement and the Delta Western lease negotiated.

ROSSMAN asked if a Commerce Committee meeting should be called to discuss the Delta Western lease and also asked if comparisons could be available to review and compare.

VICK asked for a Floreske lawsuit update at the next meeting if possible.

- * B. Borough Clerk
- C. Chief Fiscal Officer

STUART summarized her written report to the assembly and during discussion explained that the difference in property tax revenues could be attributed to increased assessments and/or the elimination of personal business property tax.

- * D. Chief of Police
- * E. Museum
- * F. Library
- * G. Chilkat Center

9. COMMITTEE/COMMISSION/BOARD REPORTS

- A. Commerce Committee
- B. Finance & Budget
- C. Personnel and Labor Relations
- D. Government Affairs & Services
- * E. Planning Commission
- * F. School Board
- * G. Chilkat Center Advisory Board
- * H. Parks & Recreation Advisory Board
- * I. Tourism Advisory Board
- * J. Boat Harbor Advisory Committee
- * K. Public Safety Commission
- * L. Waterfront Improvement Committee
- * M. Energy & Sustainability Commission
- * N. Service Area Boards

10. OLD BUSINESS

A. Grant Writer/Administrator – Job Description

During discussion **EARNEST** explained that he would like to review the function and report back with alternatives at the 2/23 meeting. He also explained that in his municipal management career he had never had a grant writer on staff but instead had developed some of the necessary skills himself and when necessary he had contracted with individuals with particular skill sets to prepare grant proposals for different projects. **VICK** asked if Earnest had ever worked with a permanently staffed Economic Development Coordinator position. **EARNEST** answered that he had less expertise with an economic development coordinator and would like time to look into this.

Motion: **LAPP** moved to postpone action to the 2/23 meeting. The motion to postpone carried unanimously.

11. NEW BUSINESS

A. Resolutions

1. Resolution 10-01-180

A resolution of the Haines Borough assembly in support of Chilkat Valley Historical Society's Charles Anway historic property restoration project.

Motion: **WATERMAN** moved to "adopt resolution 10-01-180." The motion carried unanimously.

2. Resolution 10-01-181

A resolution of the Haines Borough assembly in support of Southeast Alaska State Fair, Inc's Harriet Hall ADA upgrades and winterization project.

Motion: WATERMAN moved to "adopt resolution 10-01-181." The motion carried unanimously.

B. Ordinances for Introduction - None

C. Other New Business

*** 1. Liquor License Renewals**

The assembly had no objection to the following license renewal applications:

BPO Elks

Harbor Liquor Store

Fireweed Restaurant

2. Advisory Board Appointments

HILL recommended the following board/commission/committee appointments:

Letnikof Estates RMSA

Scott Sundberg – re-appointment – term expires 11/12

Energy & Sustainability Commission

Jim Stanford – new appointment

Motion: LAPP moved to "confirm the mayor's recommended appointments." The motion carried unanimously.

3. PC Dock Trestle Stabilization and Repair

Motion: LAPP moved to "authorize the manager to direct PND Engineers to proceed with engineering utilizing option 4 for trestle stabilization and repair."

During discussion, **B. MAYNARD** explained how the trestle repair is separate from the Waterfront Development Project and discussed the different options presented for trestle repair, their life spans and possible funding options. **LAPP** asked how the permitting process was going for the Waterfront Development Project. **MAYNARD** answered that permitting is right on track and added that 65% drawings for the project will be on the 2/9 agenda and also that he is expecting to put the project out for bid in early May. He also spoke about the need for support regarding that permit when the time comes. **ROSSMAN** expressed concern with DOT property and the potential for future problems. **MAYNARD** explained that PND is working with DOT and because this project aligns with a DOT project, everyone is happy.

The motion carried unanimously.

4. Energy Auditing Services

Motion: WATERMAN moved to "authorize the manager to execute a contract with Alaska Energy Engineering LLC to provide an energy audit for the Public Safety Building for an amount not to exceed \$6,581."

During discussion, **B. MAYNARD** offered an explanation as to the large difference with the two proposals. He also explained that this company has worked with Haines Assisted Living as well as other communities in the southeast.

The motion carried unanimously in a roll call vote.

5. Water System Upgrades Change Order

Motion: WATERMAN moved to "authorize the manager to execute a change order with Southeast Road Builders to add Ocean View Drive paving and AC Pipe replacement on View Street from Second Avenue to First Avenue for an amount not to exceed \$149,500."

Length of road paving and standards to which the roads would be upgraded to were topics discussed.

The motion carried unanimously in a roll call vote.

6. Museum Fire Suppression System Upgrades Change Order

Motion: **ROSSMAN** moved to "authorize the manager to execute a change order with Juneau Electric to correct issues discovered while upgrading the museum fire suppression system for an amount not to exceed \$ 18,328.00."

During discussion, **B. MAYNARD** explained that wiring for exit signs was found in the conduits for the alarm system and was causing a significant portion of the problems. He also explained that the subcontractor had to come back up from Seattle to re-test the system.

The motion carried unanimously in a roll call vote.

7. Vehicles Prohibited on Sidewalks – Discussion Items

During discussion, **ROSSMAN** said because the vehicles are prohibited, it might be nice for residents to be able to use 4-wheelers or tractors to clear snow. He suggested staff prepare an ordinance. **WATERMAN** said she'd like to see enforcement of the section of code specifying that riding a bike in the central business district is prohibited.

During approval of the Agenda to move Item 14-Public Comments to this point in the agenda, ahead of the Executive Session, and the motion carried unanimously.

B. KURZ said signs should be provided to inform kids that riding a bicycle is prohibited in any business district. **L. KURZ** suggested skateboards should also be prohibited on sidewalks.

8. EXECUTIVE SESSION – The Assembly, upon motion, will move into executive session to discuss the Narada Trust Property the immediate knowledge of which would clearly have an adverse effect upon the finances of the Borough. AS 44.62.310(C)(1)

Motion: **LAPP** moved to "move into executive session to discuss the Narada Trust Property the immediate knowledge of which would clearly have an adverse effect upon the finances of the Borough as provided by Alaska Statute 44.62.310(C)(1)," and the motion carried unanimously.

Present: Mayor Hill; Assembly Members Lapp, Waterman, Vick, Rossman and Smith and Hoffman via teleconference; Borough Manager Earnest; CFO Stuart; and Deputy Clerk Heinz. The executive session convened at 7:50pm and ended at 8:23pm. After the meeting reconvened, the assembly took no action as a result of the executive session.

12. CORRESPONDENCE - None

13. SET MEETING DATES

At the call of the chair, the Government Affairs and Services Committee will meet soon to consider the Vick/Daymond resolution proposal to form a community committee to work on recreational helicopter issues.

14. PUBLIC COMMENTS – moved ahead of the Executive Session

15. ANNOUNCEMENTS/ASSEMBLY COMMENTS

WATERMAN said she will miss the 2/9 meeting but would call in if needed. She added that she will return 2/21.

16. ADJOURNMENT – 8:25 p.m.

Motion: **LAPP** moved to adjourn the meeting, and the motion carried unanimously.

ATTEST:

Janice Hill
Janice Hill, Mayor

Janice Hill
Janice Hill, Mayor

