Haines Borough Borough Assembly Meeting #307 AGENDA

January 26, 2016 - 6:30 p.m.

Location: Assembly Chambers, Public Safety Bldg.

Jan Hill, Mayor

Margaret Friedenauer, Assembly Member

Diana Lapham, Assembly Member

Mike Case Assembly Member

Tresham Gregg, Assembly Member

George Campbell, Assembly Member

Ron Jackson, Assembly Member

Brad Ryan Interim Manager

Julie Cozzi, MMC Borough Clerk

Krista Kielsmeier Deputy Clerk CALL TO ORDER/PLEDGE TO THE FLAG

2. ROLL CALL

3. APPROVAL OF AGENDA & CONSENT AGENDA

[The following Consent Agenda items are indicated by an <u>asterisk</u> (*) 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 other person so requests, in which event the asterisk will be removed and that item will be considered by the assembly on the regular agenda.]

Consent Agenda:

4 – Approve Assembly Meeting Minutes

8B - Finance Director Report

8C - Fire Department Report

8D – Accept Museum Report

9A - Accept Port & Harbor Advisory Committee Minutes and Meeting Summary

9B - Accept Public Safety Commission Minutes

9C - Accept Museum Board Minutes

9D - Accept Planning Commission Meeting Summary

11C2 – No statement regarding pending liquor license renewals

*** 4**. **APPROVAL OF MINUTES –** 1/12/16 Regular

5. PUBLIC COMMENTS - Sign-up is NOT required [This is for any topics not scheduled for public hearing.]

6. MAYOR'S COMMENTS/REPORT

7. PUBLIC HEARINGS

A. Ordinance 15-12-426 - Second Hearing

An Ordinance of the Haines Borough authorizing amendments to the lease of the Human Resources Building by Chilkat Valley Preschool for the purpose of providing preschool educational services, including extending the lease term to June 30, 2017; waiving the monthly rent from January 1 through June 30, 2016; and stipulating no rent will be required July 1, 2016 through June 30, 2017.

This ordinance is recommended by the borough manager and was introduced on 12/15/15. The first hearing was on 1/12/16, after which it was amended to incorporate the borough attorney's recommendations. **Motion**: Adopt Ordinance 15-12-426.

B. Ordinance 15-12-425 - First Hearing

An Ordinance of the Haines Borough amending Haines Borough Code Section 3.60.160 to increase the local bidder preference from three percent to five percent and require the local bidder preference to be noted in all Requests for Bids or Quotes issued by the borough.

This ordinance was introduced on 12/15/15 and referred to the Finance Committee. That committee has returned with a recommendation that the current draft be substituted with a new one "to increase the local bidder preference from three percent to seven percent with a \$1,000,000 bid price cap and to include an exception when a local preference is disallowed by the project's funding source." Motion: Substitute Ordinance 15-12-425 in its entirety with the draft recommended by the Finance Committee. (Note: The assembly already scheduled the second hearing for 2/9/16.)

C. Ordinance 16-01-427 - First Hearing

An Ordinance of the Haines Borough amending the Port of Haines Terminal Tariff No. 3 to adjust dockage, wharfage rates, and per-gallon fuel flow-through rates at dock facilities.

This ordinance is recommended by the harbormaster and Port and Harbor Advisory Committee and was introduced on 1/12/16. The assembly already scheduled the

second hearing for 2/9/16. No motion is needed now unless the second hearing date needs to change or some other action is desired.

7. PUBLIC HEARINGS --- continued---

D. Ordinance 16-01-428 - First Hearing

An Ordinance of the Haines Borough, providing for the addition or amendment of specific line items to the FY16 budget.

This ordinance is recommended by the manager and was introduced on 1/12/16. The assembly already scheduled the second hearing for 2/9/16. No motion is needed now unless the second hearing date needs to change or some other action is desired.

8. STAFF/FACILITY REPORTS

- A. Interim Borough Manager 1/26/16 Report
- * B. Finance Director Summer Season Sales Tax Comparison Report
- * C. Fire Department 2015 Annual Report
- * D. Museum December 2015 Report

9. COMMITTEE/COMMISSION/BOARD REPORTS & APPROVED MINUTES

- * A. Port & Harbor Advisory Minutes of 11/19/15 & 12/17/15 & Summary of 1/8/16
- **★ B. Public Safety Commission** *Minutes of 12/7/15*
- * C. Museum Board of Trustees Minutes of 12/16/15
- **★ D. Planning Commission** *Meeting Summary of 1/14/16*
 - E. Assembly Board Liaison Reports
 - F. Assembly Standing Committee Reports
 - 1. Commerce Committee

10. UNFINISHED BUSINESS

11. NEW BUSINESS

A. Resolutions

1. Resolution 16-01-653

A Resolution of the Haines Borough Assembly increasing Borough Clerk Julie Cozzi's annual salary to \$85,000, effective February 1, 2016.

This resolution is requested by Assembly Member Case. Motion: Adopt Resolution 16-01-653.

B. Ordinances for Introduction

1. Ordinance 16-01-429

An Ordinance of the Haines Borough amending Haines Borough Code Section 18.30.040 to adjust code to match the actual planning commission meeting start time, to revise the review process for capital improvements and borough projects, and to delete references to the state-eliminated coastal zone management plan.

This ordinance is recommended by the planning commission. <u>Motion</u>: Introduce Ordinance 16-01-429 and set a first public hearing for 2/9/16 and a second public hearing for 2/23/16.

2. Ordinance 16-01-430

An Ordinance of the Haines Borough repealing Haines Borough, Alaska Ordinance 12-10-308 (Motor Vehicle Registration Tax).

On 1/12/16, Assembly Member Campbell requested the assembly consider a repeal of the Motor Vehicle Registration Tax, and the assembly passed a motion that this issue would be on this agenda for introduction. Staff drafted an ordinance that would repeal the tax, and it could certainly be introduced at this meeting. However, the interim manager and other staff strongly recommend this matter be referred to committee prior to introduction. Staff will provide background information and other data to enable the committee to make an informed recommendation for assembly consideration at a meeting in the near future. Motion: Refer Ordinance 16-01-430 to committee prior to introduction and direct the manager to provide background information and other pertinent data to assist the committee in preparing a recommendation for the assembly.

C. Other New Business

1. Board Appointments

Appointment applications have been received for seats on the museum board and Tourism Advisory Board. The mayor plans to make the appointments and seeks assembly confirmation.

<u>Motion</u>: Confirm the mayor's appointment of Tim Ackerman to the Museum Board of Trustees for a term ending 11/30/18; and Alison Jacobson to the Tourism Advisory Board for a term ending 11/30/18.

11C. NEW BUSINESS/Other New Business --- continued---

*****2. Liquor License Renewals

The Alaska Alcohol Beverage Control Board has notified the borough of pending liquor license renewals for Alaskan Liquor Store, 33 Mile Roadhouse, Fireweed Restaurant, Harbor Liquor Store, and The Klondike. The Board, prior to its final approval, is giving the local government an opportunity to make a statement, if so desired. Since these are pre-existing liquor licenses, assembly action is optional.

3. Agenda Request Form

In response to a citizen request, the assembly tasked the clerk & manager with making sure HBC 2.10.030 and the policy on the Agenda Request form are aligned. The manager and clerk submitted a proposed ordinance to clarify the code procedure for assembly meeting agenda preparation, and the clerk revised the Agenda Request form and submitted that edited version with the ordinance. On 12/1/15, both the ordinance and the form were referred to the Government Affairs & Services Committee (GASC). That committee discussed the form & has recommended revisions. The ordinance (15-12-424) itself will be discussed at another GASC meeting to be scheduled. In the mean time, the GASC chair requested the revised form come to the assembly for consideration and approval. Motion: Approve the revisions to the Agenda Request form as recommended by the Government Affairs & Services Committee and the Clerk's Office.

12. CORRESPONDENCE/REQUESTS

- A. Strategic Planning (5 min. presentation) B. Josephson
- B. Juneau Access Project E. Ferry/Deputy Director, Southeast Alaska Conservation Council
- **C.** Chilkoot River Corridor S. Gaffney, Tourism Advisory Board; and L. Ross, Tourism Director (see agenda item 13A)
- D. Comment on Skagway Area Stocking Program Skagway Community Fish Hatchery

13. SET MEETING DATES

A. Commerce Committee – Letter of Support for State Parks Assuming Management Responsibility for the Chilkoot River Corridor Right of Way (see agenda item 12C)

Note: The assembly referred this item to the Commerce Committee on 11/10/15.

- 14. PUBLIC COMMENTS
- 15. ANNOUNCEMENTS/ASSEMBLY COMMENTS
- 16. ADJOURNMENT

Haines Borough, Alaska Agenda: January 26, 2016