

**Haines Borough
Borough Assembly Meeting #311
March 29, 2016
MINUTES**

Approved

1. **CALL TO ORDER/PLEDGE TO THE FLAG:** Mayor **HILL** called the meeting to order at 6:30 p.m. in the Assembly Chambers and led the pledge to the flag.

2. **ROLL CALL**

Present: Mayor Jan **HILL**, and Assembly Members Diana **LAPHAM**, Mike **CASE**, Margaret **FRIEDENAUER**, Ron **JACKSON**, and Tresham **GREGG**. **Absent:** George **CAMPBELL**.

Staff Present: Brad **RYAN**/Interim Borough Manager, Julie **COZZI**/Borough Clerk, Josh **DRYDEN**/Interim Police Chief, and Helen **ALTEN**/Museum Director.

Visitors Present: Karen **GARCIA**/CVN, Jillian **ROGERS**/KHNS, Paul **NELSON**, Debra **SCHNABEL**, Valerie **MCCANDLESS**, Deborah **VOGT**, Don **TURNER Jr.**, Eric **FORSTER**, Cambria **HOLMES**, Sean **GAFFNEY**, Mark and Lori **SMITH**, Jessica **EDWARDS**, Bill **MCCORD**, Heather **LENDE**, Cheryl **MCRBERTS**, Jeremy **STEPHENS**, and others.

3. **APPROVAL OF AGENDA & CONSENT AGENDA**

The following Items were on the published consent agenda indicated by an asterisk (*):

- 4 – Approve Assembly Meeting Minutes
- 8B – Accept Museum Report
- 8C – Accept Lobbyist Report
- 8D – Accept Library Report
- 8E – Accept Fire Department Report
- 9A – Accept Library Board Minutes
- 9B – Accept PHAC Meeting Minutes
- 9C – Accept PRAC Meeting Minutes & Summary
- 9D – Accept CCAB Meeting Summary
- 9E – Accept MO Committee Meeting Minutes
- 11A1 – Adopt Resolution 16-03-660
- 11A2 – Adopt Resolution 16-03-661
- 11A3 – Adopt Resolution 16-03-662
- 11A4 – Adopt Resolution 16-03-663
- 11A5 – Adopt Resolution 16-03-664
- 11B1 – Introduce Ordinance 16-03-431
- 11B2 – Introduce Ordinance 16-03-432

Motion: **LAPHAM** moved to “approve the agenda/consent agenda.”

Primary Amendment #1: **FRIEDENAUER** moved to “remove Items 8C, 11A4, and 11A5 from the consent agenda,” and the motion carried unanimously.

Primary Amendment #2: **GREGG** moved to “add a discussion of harbor financing to the agenda as Item 12A,” and the motion carried unanimously.

Primary Amendment #3: **CASE** moved to “remove Item 11A2 from the consent agenda,” and the motion carried unanimously.

The main motion, as amended, carried unanimously.

*4. **APPROVAL OF MINUTES** – 3/8/16 Regular

The motion adopted by approval of the consent agenda: “approve minutes of the 3/8/16 borough assembly regular meeting.”

5. **PUBLIC COMMENTS**

NELSON – Believes the former borough manager violated his oath of office, and he objects to the use of any of that manager’s opinions. He asked the officials to please honor their oaths of office.

6. **MAYOR’S COMMENTS/REPORT**

Mayor **HILL**: 1) recognized the 50th anniversary of the Vietnam War and said it is *Vietnam Veteran’s Day* today; 2) said the community did really well this year at the Gold Medal Basketball Tournament, including the Haines women’s team taking first place and Klukwan’s team winning first place in their category; 3) reported the Freeride World Tour competition was successful. She received nothing but positive comments and thanked the community for the support; 4) said she recently attended the Southeast Conference legislative meetings in Juneau and also met with Senator Egan and Representative Kito. She doesn’t know that anyone is getting good financial news this year, so we

have to get ready to tighten our belts; 5) said the Governor is planning to make a trip to Haines after the state's budget is done; and, in closing, 6) the mayor encouraged everyone to enjoy the longer daylight hours and to get outside for fresh air. During the winter, we all got a little crazy, and we have some positive opportunities before us.

7. PUBLIC HEARINGS - None

8. STAFF/FACILITY REPORTS

A. Interim Manager – 3/29/16 Report

The manager summarized his written report and responded to a few questions from the assembly.

***B. Haines Sheldon Museum – Staff Report of February 2016**

C. State Lobbyist – Report of March 7-11 and March 14-18, 2016

FRIEDENAUER noticed the report was missing an item she thought was important--our lobbyist helped facilitate the chamber's comments/testimony before the Senate Resources Committee pertaining to Tier 3. **SCHNABEL** explained the lobbyist called her to tell her the committee wanted the Chamber to characterize the community's response to the nomination of the Chilkat River. The main concern the senate committee had seemed to be the designation process.

***D. Public Library – Staff Report of January 2016**

***E. Fire Department – Staff Report of February 2016**

9. COMMITTEE/COMMISSION/BOARD REPORTS & APPROVED MINUTES

***A. Library Advisory Board – Minutes of 1/20/16**

***B. Port & Harbor Advisory Committee – Minutes of 2/25/16**

***C. Parks & Recreation Advisory Committee – Minutes of 2/24/16 & Summary of 3/16/16**

***D. Chilkat Center Advisory Board – Summary of 3/9/16**

***E. Ad Hoc Minor Offenses Committee – Minutes of 2/10/16 & DRAFT Minutes of 3/14/16**

F. Assembly Board Liaison Reports

FRIEDENAUER – Port and Harbor Advisory Committee

LAPHAM – Museum Board, Tourism Advisory Board, and Planning Commission

JACKSON – Parks and Recreation Advisory Committee

G. Assembly Standing Committee Reports - None

10. UNFINISHED BUSINESS

A. Memorandum of Agreement/Lease – Audio/Lighting Equipment, Chilkat Center

Note: the Foundation for the Chilkat Center purchased new sound & lighting equipment with grant funding. They requested the borough lease the equipment for \$1.00/year with the right of full use. The MOA requires the borough to insure the equipment and to cover the cost of maintaining it. The borough has the right to establish policies for the proper use of the equipment. On 3/8/16, the assembly postponed action to this meeting so staff could confirm insurance coverage. The equipment will be insured with no increase to the premiums. The following motion was already on the table, so discussion resumed.

Motion: Authorize the manager to enter into a Memorandum of Agreement with the Foundation for the Chilkat Center for the Haines Borough to lease certain grant-acquired lighting, audio, and stage equipment for \$1.00/year and to agree to insure and maintain the equipment.

The motion carried unanimously in a roll call vote.

11. NEW BUSINESS

A. Resolutions

***1. Resolution 16-03-660**

A Resolution of the Haines Borough Assembly approving in response to an application from Southeast Alaska State Fair, as recommended by the borough assessor, a community purpose property tax exemption for fairgrounds property.

The motion adopted by approval of the consent agenda: "adopt Resolution 16-03-660."

2. Resolution 16-03-661

A Resolution of the Haines Borough Assembly approving in response to an application from Haines Senior Citizens Center, Inc., as recommended by the borough assessor, a community purpose property tax exemption for property at 1st Avenue and Mission Street.

MCCANDLESS - clarified some of the information she provided in the application.

Motion: **CASE** moved to "adopt Resolution 16-03-661," and the motion carried unanimously in a roll call vote.

***3. Resolution 16-03-662**

A Resolution of the Haines Borough Assembly approving in response to an application from Haines Animal Rescue Kennel, as recommended by the borough assessor, a community purpose property tax exemption for property on Small Tracts Road.

The motion adopted by approval of the consent agenda: "adopt Resolution 16-03-662."

4. Resolution 16-03-663

A Resolution of the Haines Borough Assembly approving in response to an application from the American Bald Eagle Foundation, as recommended by the borough assessor, a community purpose property tax exemption for a Natural History Museum & Raptor Center at 2nd Avenue and Haines Highway.

There were no public comments.

Motion: **LAPHAM** moved to "adopt Resolution 16-03-663," and the motion carried unanimously in a roll call vote.

5. Resolution 16-03-664

A Resolution of the Haines Borough Assembly approving in response to an application from the American Bald Eagle Foundation, as recommended by the borough assessor, a community purpose property tax exemption for a parcel on Allen Road.

MCRBERTS - Said she was available to answer questions.

SCHNABEL - Wondered how much property is involved and what the current use is.

ALTEN - Said her family participates in the community garden/agriculture part of the property. There are many families that take part.

GAFFNEY - Said he is one of the ABEF trustees. It is indeed a community garden and they are aggressively pursuing other community activities, including working with the Chilkoot Indian Association to extend their trail system through the property.

Motion: **LAPHAM** moved to "adopt Resolution 16-03-664," and the motion carried unanimously in a roll call vote.

B. Ordinances for Introduction

***1. Ordinance 16-03-431**

An Ordinance of the Haines Borough amending Haines Borough Code Section 18.20.020 and Sub-Section 18.80.030(B) to clarify the method of calculating building height.

The motion adopted by approval of the consent agenda: "introduce Ordinance 16-03-431 and set a first public hearing for 3/23/16 and a second public hearing for 4/12/16."

***2. Ordinance 16-03-432**

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

The motion adopted by approval of the consent agenda: "introduce Ordinance 16-03-432 and set a first public hearing for 3/23/16 and a second public hearing for 4/12/16."

C. Other New Business

1. Alcohol License – Pilotlight, LLC

The Alcoholic Beverage Control Board notified the borough that Cambria Holmes and Eric Forster applied for a "Restaurant/Eating Place Public Convenience" alcohol license for the Pilotlight restaurant located at 31 Tower Road in Haines. The borough assembly was provided an opportunity to approve, protest, or issue a statement of non-objection (AS 04.11).

Motion: **GREGG** moved to "have the assembly issue a statement of non-objection for this license," and the motion carried unanimously.

2. Sales Tax Exemption Request – St. Vincent de Paul Diocesan Council of SE Alaska

The St. Vincent de Paul Diocesan Council of Southeast Alaska, a 501(c)3 organization, has applied for sales tax exemption status as allowed by HBC 3.80.050(13). The borough has granted sales tax exemption certificates to other non-profit organizations.

Motion: **LAPHAM** moved to "approve the request from the St. Vincent de Paul Diocesan Council of Southeast Alaska for sales tax exemption status, and authorize the borough clerk to issue an exemption certificate."

Motion to Postpone: **CASE** moved to "postpone approval until 4/26/16 to get more information about why this exemption is needed," and the motion carried unanimously.

Motion: **FREIDENAUER** moved to "ask the Finance Committee to look at the criteria for granting sales tax exemptions (including possibly developing a more detailed application form and suggesting a mechanism for the administration to periodically review and clean up the list)," and the motion carried unanimously.

3. Interim Manager Three-Month Performance Evaluation

Note: Assembly Member Case requested this evaluation. Mr. Ryan saw no need for it to take place in executive session. The mayor and assembly were provided short forms to complete in preparation for this brief check-in on the interim manager's performance thus far.

CASE - Explained why he asked for this and for the sake of the audience described the form and process for the evaluation. Each assembly member read aloud their individual evaluation comments. They were all very positive. Mayor **HILL** expressed her confidence in the job **RYAN** is doing.

12. CORRESPONDENCE/REQUESTS

A. Harbor Financing – Discussion (added during approval of the agenda)

GREGG – Said he is concerned not everyone in the community is feeling comfortable with the finances for expanding the harbor. A bond would cost a lot of money, but it behooves us not to wait until we determine how to pay for phase II.

Motion: **GREGG** moved to "refer this to the Government Affairs & Services Committee for a financial discussion of the harbor project," and the motion failed 2-3 with **FRIEDENAUER**, **CASE**, and **LAPHAM** opposed.

13. SET MEETING DATES

A. Budget COW Schedule

B. Committee of the Whole – Tuesday, April 19, Purpose: Executive Search Consultant will present a list of top 10 borough manager applicants, and the assembly will select finalists to interview.

C. Committee of the Whole – Friday and Saturday, May 13-14, Purpose: The assembly will interview finalists for the borough manager position on the 14th in the afternoon. On the 13th, the candidates will tour the area and participate in a community reception.

D. Board of Equalization – Monday, May 9, (2nd Monday in May per HBC 3.72.110(B)) Purpose: Hear Property Tax Appeals

14. PUBLIC COMMENTS

LENDE – 1) Said she is concerned about the state of state's finances and the community is coming into a time where we need to raise our own revenues. The borough, via signage and information, should encourage people to shop locally; and 2) she would like to see the harbor finished. All of the other big projects have required a bond. She believes it would be negligent not to ask the citizens to pay for it.

STEPHENS – 1) Said his experience dealing with **RYAN** as manager has been great. He is easy to work with, and things are transparent; 2) believes the borough shouldn't have too narrow a financial plan for the harbor and to limit it too much; and 3) asked the borough to make sure meeting agendas are as complete and clear, as possible.

15. ANNOUNCEMENTS/ASSEMBLY COMMENTS

LAPHAM – Reminded that the borough has a manager form of government. The manager and harbor master are keeping an eye on the harbor and funding possibilities. She trusts the administration.

FRIEDENAUER – Said it is the assembly's responsibility to show the divided community how the harbor will benefit the whole community. She will encourage the Port and Harbor Advisory Committee to reach out and communicate with people---not just fishermen, to make more effort to garner support and understanding.

CASE – Said there are some people who feel strongly the harbor should not go forward, but he believes most people want it. If they don't, they will speak next October during the Election.

GREGG – Said the borough should start taking a look at how to stimulate the economy and get more revenue all around. He would like to make a proposal during the budget meetings about an idea he has for bringing business to Haines. He has also been working on a marketing concept for Haines and Southeast.

JACKSON – Challenged the manager and the Port and Harbor Advisory Committee to develop the financial cost-benefit analysis for the harbor and give the assembly a sense of the cost magnitude.

CASE – thanked the clerk for the Robert's Rules booklet in the assembly's meeting folders.

16. ADJOURNMENT – 9:05 p.m.

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

ATTEST:


Julie Cozzi, MMC, Borough Clerk




Janice Hill, Mayor