# Haines Borough Borough Assembly Meeting #315 AGENDA

#### May 24, 2016 - 6:30 p.m.

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**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

## ROLL CALL

### **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.]

Location: Assembly Chambers, Public Safety Bldg.

#### Consent Agenda:

- 4 Approve Assembly Meeting Minutes
- 8B Accept Museum Report
- 8C Accept Fire Department Report
- 9A Accept PHAC Meeting Summary
- 9B Accept PC Meeting Summary
- 9C Accept Museum Board Meeting Minutes
- 11A1 Adopt Resolution 16-05-677
- 11B2 Introduce Ordinance 16-05-436 and Schedule Public Hearings
- \*4. APPROVAL OF MINUTES 5/10/16 Regular, 5/14/16 Special

#### 5. **PUBLIC COMMENTS** - Sign-up is NOT required [This is for any topics <u>not</u> scheduled for public hearing.]

#### 6. MAYOR'S COMMENTS/REPORT

#### PUBLIC HEARINGS

A. <u>Ordinance 16-04-434</u> – Second Hearing An Ordinance of the Haines Borough, Alaska, providing for the establishment and adoption of the operating budget, capital budget, and capital improvement plan of the Haines Borough for the period July 1, 2016 through June 30, 2017.

This ordinance is recommended by the interim manager and was introduced on 4/26/16. The first hearing was on 5/10/16. Per Haines Borough Charter 9.01(D), the budget must be adopted by June 15. <u>Motion</u>: Adopt Ordinance 16-04-434.

#### B. Ordinance 15-06-413 - First Hearing

An Ordinance of the Haines Borough amending various provisions of the Haines Borough Code to designate certain violations of Borough law as minor offenses and to establish a fine schedule for certain offenses and to provide for other penalties for violations.

On 10/13/15, the assembly postponed adoption of this ordinance and established an ad hoc committee to review it and make recommendations for the assembly's consideration. That committee met for several months and, with borough attorney assistance, prepared a substitute ordinance. The committee also recommended two public hearings on the new draft to give the community and assembly ample time to consider the recommended changes. On 5/10/16, the assembly replaced the ordinance with the substitute and scheduled the recommended hearings. Since the assembly already scheduled the second hearing for 6/14/16, 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 5/24/16 Report
- \*B. Haines Sheldon Museum Report of April 2016
- \*C. Fire Department Report of April 2016

#### 9. COMMITTEE/COMMISSION/BOARD REPORTS & APPROVED MINUTES

- \*A. Port & Harbor Advisory Committee Summary of 5/5/16 Meeting
- \*B. Planning Commission Summary of 5/12/16 Meeting
- \*C. Museum Board of Trustees Minutes of 4/19/16 Meeting
  - D. Assembly Board Liaison Reports
  - E. Assembly Standing Committee Reports

### 10. UNFINISHED BUSINESS

#### 11. NEW BUSINESS

### A. Resolutions

# \*1. <u>Resolution 16-05-677</u>

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a purchase order with Polar Supply Company of Anchorage to purchase highdensity polyethylene (HDPE) and associated material for the Bjornstad Street Culvert Replacement project for an amount not-to-exceed \$41,000.

*This resolution is recommended by the interim manager.* <u>Motion</u>: Adopt Resolution 16-05-677.

#### B. Ordinances for Introduction

1. Ordinance 16-05-435

# An Ordinance of the Haines Borough amending Haines Borough Code Title 2 to add a new Chapter 2.51 establishing a Code Review Commission.

On 5/10/16, in response to a recommendation from the Minor Offenses Committee (MOC), the assembly passed a motion to introduce on 5/24/16 a draft ordinance creating a code review commission, The assembly agreed the commission should be an ongoing board as opposed to an ad hoc group. One member of the MOC (D.Vogt) provided the assembly with suggested ordinance language. Staff has prepared a draft ordinance for the assembly's consideration that is patterned after the Public Safety Commission ordinance. It incorporates most of the provisions found within the Vogt draft. It has been referred to the borough attorney for review. Motion: Introduce Ordinance 16-05-435 and set a first public hearing for 6/14/16 and a second public hearing for 6/28/16.

## \*2. <u>Ordinance 16-05-436</u>

An Ordinance of the Haines Borough adopting a revised fee schedule for harbor facility usage to revise the boat launch ramp use fees.

*This ordinance is recommended by the port & harbor advisory committee.* <u>Motion</u>: Introduce Ordinance 16-05-436 and set a first public hearing for 6/14/16 and a second public hearing for 6/28/16.

#### C. Other New Business

#### 1. Sales Tax Exemption Request – Haines Ski & Hike Club

The Haines Ski & Hike Club, 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: Approve the request from the Haines Ski & Hike Club for sales tax exemption status, and authorize the borough clerk to issue an exemption certificate.

#### 2. <u>Confirm Chief of Police Hire</u>

The hiring decision is still pending, but the Interim Borough Manager expects to be prepared to recommend a hire for the position of Chief of Police during the meeting. This is a department head position hired by the manager but it must be confirmed by the assembly. <u>Motion</u>: Confirm the manager's decision to hire \_\_\_\_\_ as Chief of Police for the Haines Borough.

#### 12. CORRESPONDENCE/REQUESTS

#### 13. SET MEETING DATES

14. PUBLIC COMMENTS

#### 15. ANNOUNCEMENTS/ASSEMBLY COMMENTS

#### 16. ADJOURNMENT