


Haines Borough
Borough Assembly Meeting #215
AGENDA

January 10, 2012 - 6:30 p.m.

Location: Assembly Chambers, Public Safety Bldg.

Stephanie Scott,
Mayor

Daymond Hoffman,
Seat A
Assembly Member

Steve Vick,
Seat B
Assembly Member

Debra Schnabel,
Seat C
Assembly Member

Joanne Waterman,
Seat D
Assembly Member

Norman Smith,
Seat E
Assembly Member

Jerry Lapp,
Seat F
Assembly Member

Mark Earnest
Borough Manager

Julie Cozzi,
Borough Clerk

Jamie Heinz,
Deputy Clerk

1. CALL TO ORDER/PLEDGE TO THE FLAG

2. ROLL CALL

3. APPROVAL OF ASSEMBLY AGENDA & CONSENT AGENDA

[Approval of Consent Agenda passes all routine items indicated by an asterisk (). Consent Agenda items are not considered separately unless an Assembly Member so requests. Upon request, the item is returned to the Regular Agenda].*

*** 4. APPROVAL OF MINUTES – Regular: 12/13/11**

5. PUBLIC COMMENTS [Any topics not scheduled for public hearing]

6. MAYOR'S COMMENTS/REPORT

7. PUBLIC HEARINGS

A. Ordinance 11-10-274 - First Hearing

An Ordinance of the Haines Borough adding Haines Borough Code Title 12 Chapter 12.40 to establish a public park at Picture Point.

*The borough is obligated to establish a mechanism for protecting the compensatory mitigation measures at Picture Point for the PC Dock Waterfront Improvements project. The US Army Corps of Engineers requires it to be established "in perpetuity," and this ordinance will satisfy that requirement. It was introduced on 10/25. **Suggested motion:** Advance Ordinance 11-10-274 to a second public hearing on 2/14/12.*

B. Ordinance 11-10-275 - First Hearing

An Ordinance of the Haines Borough adding Haines Borough Code Title 12 Chapter 12. 30 to generally provide for the governance of borough parks.

*In looking for guidance in the code for the proposed Picture Point Park ordinance, the manager noted there was no general provision in code governing borough parks. This ordinance addresses that deficiency and was introduced on 10/25. **Suggested motion:** Advance Ordinance 11-10-275 to a second public hearing on 2/14/12.*

C. Ordinance 11-11-277 - Second Hearing

An Ordinance of the Haines Borough Assembly amending Haines Borough Code Title 2 Sections 2.10.040(D), 2.10.050, 2.10.060(D-E), and 2.12.110 to modify assembly procedures.

*This is recommended by the mayor as a result of the assembly's discussions during the 11/3 committee of the whole work session. It was introduced on 11/15 and had a first public hearing on 12/13. **Suggested motion:** Adopt Ordinance 11-11-277.*

D. Ordinance 11-11-278 - Second Hearing

An Ordinance of the Haines Borough Assembly repealing Haines Borough Code Title 3 Section 3.04.050 to remove the requirement for assembly review and approval of invoices.

*This is recommended by the mayor as a result of the assembly's discussions during the 11/3 committee of the whole work session. It was introduced on 11/15 and had a first public hearing on 12/13. **Suggested motion:** Adopt Ordinance 11-11-278.*

8. STAFF/FACILITY REPORTS

A. Borough Manager – 1/10 Report

*** B. Haines Borough Public Library – 10/11 Staff Report, 10/17/11 Board Mtg Minutes**

9. COMMITTEE/COMMISSION/BOARD REPORTS & MINUTES

A. Assembly Committees

1. Committee of the Whole

2. Commerce Committee

3. Finance & Budget

4. Personnel & Labor Relations – 12/28 Meeting Report

5. Government Affairs & Services – 12/27 Meeting Report

9. COMMITTEE/COMMISSION/BOARD REPORTS & MINUTES ---continued---
- * B. Planning Commission
 - * C. School Board
 - D. Advisory Boards
 - 1. Chilkat Center Advisory Board – Request for Assembly Action: Refinish Stage Floor
 - * E. Service Area Boards
 - F. Ad Hoc Boards & Committees
 - 1. Haines Port Development Steering Committee – 12/21 Meeting Report
10. UNFINISHED BUSINESS
- A. **2012 Capital Projects in the Haines Borough**
The assembly decided on 11/15 to discuss this item on 12/13 and subsequently postponed it to this meeting.
11. NEW BUSINESS
- A. Resolutions
1. **Resolution 12-01-323**
 A Resolution of the Haines Borough Assembly supporting development of a veterans home in Haines.
*Requested by Haines Assisted Living. **Suggested motion:** Adopt Resolution 12-01-323.*
 2. **Resolution 12-01-324**
 A Resolution of the Haines Borough Assembly supporting the recreation of an Alaska Coastal Management Program.
*Requested by Mayor Scott. **Suggested motion in order to discuss:** Refer Resolution 12-01-324 to the Planning Commission for a recommendation.*
 3. **Resolution 12-01-325**
 A Resolution of the Haines Borough Assembly authorizing the Borough Manager to contract with The Professional Development Company to provide strategic planning facilitation services for a not-to-exceed price of \$3,750.
*Requested by the Mayor. **Suggested motion:** Adopt Resolution 12-01-325.*
 4. **Resolution 12-01-326**
 A Resolution of the Haines Borough Assembly requesting that the Takshanuk Watershed Council be named as grantee for the Brown parcel acquisition and conservation grant (Alaska Coastal Impact Assistance Program AK, 10868296).
*Requested by the Borough Manager. **Suggested motion:** Adopt Resolution 12-01-326.*
 5. **Resolution 12-01-327**
 A Resolution of the Haines Borough Assembly supporting Chilkoot Indian Association's (CIA) application for state capital funding to construct a community services center to house CIA programs and staff.
*Requested by Mayor Scott. **Suggested motion:** Adopt Resolution 12-01-327.*
 6. **Resolution 12-01-328**
 A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a contract with aHa! Consulting, Inc. to provide website redesign and development services for an amount not to exceed \$19,300.
*Requested by the website proposal review committee. **Suggested motion:** Adopt Resolution 12-01-328.*
- B. Ordinances for Introduction
1. **Ordinance 12-01-279**
 An Ordinance of the Haines Borough Assembly amending Haines Borough Code Section 5.18.080(f)(4) to provide that global positioning data submitted by ski tour operators is confidential.
*Requested by Mayor Scott. **Suggested motion:** Introduce Ordinance 12-01-279 and set a first public hearing for 1/24/12.*
 2. **Ordinance 12-01-280**
 An Ordinance of the Haines Borough Assembly providing for the addition or amendment of specific line items to the FY12 budget.
*The Finance Committee will review this ordinance prior to the first public hearing. **Suggested motion:** Introduce Ordinance 12-01-280 and set a first public hearing for 1/24/12.*

11. NEW BUSINESS ---continued---

C. Other New Business

* 1. Liquor License Renewals

The Alaska Alcohol Beverage Control Board has notified the Borough of pending liquor license renewals for Mosey's, the Fogcutter, and The Kondike. The Board, prior to its final approval, is giving the local government an opportunity to make a statements, if so desired. Since these are preexisting liquor licenses, assembly action is optional.

2. Composition of Task Force to Review Community Center RFQ

*On 12/13, the assembly established this ad hoc group and directed the manager to bring his recommendations for the group's composition to this meeting. **Suggested motion:** Approve the borough manager's proposed composition of Community Center RFQ Task Force.*

3. Planning & Zoning Technician III Position

*On 12/28, the Personnel Committee reviewed the manager's request to create a Planning & Zoning Technician III position along with the proposed job description. The committee recommends assembly approval. **Suggested motion:** Approve the job description for a new Planning & Zoning Technician III position, and authorize the manager to recruit for this position in place of the current P&Z staff position.*

4. Facilities Maintenance Technician II Position

*Andus Hale has been serving as a temporary Facilities Maintenance Technician II since early 2011. The borough manager recommends this temporary position be reclassified as permanent. **Suggested motion:** Approve the Borough Manager's request to convert Andus Hale's Facilities Maintenance Technician II position from temporary to permanent with the wage to be Range N Step 1.*

5. Acquisition of Fair Drive Right of Way

*Requested by Mayor Scott. **Suggested motion:** Direct the manager to begin the Title 14 process of purchasing the CIA property along East Fair Drive that is being encroached upon, including an updated value assessment, survey, and draft resolution containing the purchase method and terms.*

6. Chilkat Center Transfer of Ownership

*Requested by Assembly Member Vick. **Suggested motion:** Direct the manager to investigate ways of transferring ownership of the Chilkat Center to a third party within a two-year time period.*

7. Solid Waste Management

*Requested by 12/6 Assembly C.O.W. **Suggested motion:** Direct the Borough Manager to acquire letters of interest from consultants who will be tasked to define the problem facing the community with respect to solid waste.*

8. Recurring Assembly Standing Committee Dates

Requested by Assembly Member Schnabel. Various scheduling options will be discussed.

9. Items for Future Assembly Meetings

10. Borough Manager's Contract & Evaluation – to include an Executive Session

*The mayor and manager request the assembly to, by motion, move into executive session in order to discuss with the manager the results of his performance evaluation (he has a right to request discussion in open session). This matter qualifies for executive session as allowed by AS 44.62.310(c)(2) and Haines Borough Charter Section 18.03. **Recommended Motion:** Go into Executive Session to discuss the manager's evaluation & contract because discussion in open session may tend to prejudice the reputations of those involved.*

12. CORRESPONDENCE/REQUESTS

A. Request for Snow Removal Policy – K. Menke

B. Concern about Snow Removal & Berms – J. Brower

C. Request for Introduction of Ordinance to Amend Title 16 – N. Hughes

13. SET MEETING DATES

14. PUBLIC COMMENTS

15. ANNOUNCEMENTS/ASSEMBLY COMMENTS

16. ADJOURNMENT