


Haines Borough
Borough Assembly Meeting #219
AGENDA

March 13, 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: 2/14/12**
5. **PUBLIC COMMENTS** [Any topics not scheduled for public hearing]
6. **MAYOR’S COMMENTS/REPORT**
A. Report of Community-Based Watershed Management Forum (by Pam Randles)
7. **PUBLIC HEARINGS - None**
8. **STAFF/FACILITY REPORTS**
A. **Borough Manager – 3/13 Report**
 1. Ocean View/Lutak Road Movement Update
* B. **Public Library – January 2012 Staff Report & 2/1 Approved Board Meeting Minutes**
* C. **Chilkat Center – January & February 2012 Facility Reports**
9. **COMMITTEE/COMMISSION/BOARD REPORTS & MINUTES**
A. **Assembly Committees**
 1. **Committee of the Whole – 3/6 meeting report**
 2. **Commerce Committee – 3/7 meeting report & minutes of 2/8 & 2/22 meetings**
 3. **Finance & Budget**
 4. **Personnel & Labor Relations – 3/6 meeting report**
 5. **Government Affairs & Services**
* B. **Planning Commission**
* C. **School Board**
* D. **Advisory Boards**
* E. **Service Area Boards**
* F. **Ad Hoc Boards & Committees**
10. **UNFINISHED BUSINESS - None**
11. **NEW BUSINESS**
A. **Resolutions**
 1. **Resolution 12-03-337**
A Resolution of the Haines Borough Assembly adopting the 2012-13 Strategic Plan.
*This is requested by the mayor as a means for formally adopting the assembly's current strategic plan. **Suggested motion:** Adopt Resolution 12-03-337.*
 2. **Resolution 12-03-338**
A Resolution of the Haines Borough Assembly accepting a grant offer entitled Haines – A/C Pipeline Replacement (MMG# 39540) of up to \$517,125 from the State of Alaska, Department of Environmental Conservation.
*AK-DEC requires an assembly resolution to accept the grant funds. **Suggested motion:** Adopt Resolution 12-02-338.*

11. A. Resolutions ---continued---

3. Resolution 12-03-339

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to enter into a professional services agreement with Carson Dorn, Inc. to prepare plans and specifications for the Muncaster Road AC Pipe Replacement Project for an amount not to exceed \$31,500.

*This agreement would authorize the preparation of plans and specs for the project to be paid for by the AK-DEC A/C Pipeline Replacement Grant (see Resolution 12-03-338). **Suggested motion:** Adopt Resolution 12-03-3339.*

4. Resolution 12-03-340

A Resolution of the Haines Borough Assembly authorizing the borough manager to executive all documents required by USDA Rural Development to further process the borough's grant application for the purchase and installation of a new dispatch console for the Haines Borough Police Department.

*This is recommended by the manager. **Suggested motion:** Adopt Resolution 12-03-340.*

5. Resolution 12-03-341

A Resolution of the Haines Borough Assembly accepting a grant offer for installation of chain link security fencing, gates and cameras at the Lutak Dock and cameras at the Port Chilkoot Dock in the amount not to exceed \$232,946 from the U.S. Department of Homeland Security through the Marine Exchange of Alaska, Inc.

*This is recommended by the manager. **Suggested motion:** Adopt Resolution 12-03-341.*

B. Ordinances for Introduction

1. Ordinance 12-03-282

An Ordinance of the Haines Borough Assembly amending Haines Borough Code Title 2 Section 2.10.250 establishing a procedure for filling a vacancy occurring in the Borough Assembly.

*This addresses the need for a procedure when it becomes necessary to fill an assembly vacancy. **Suggested motion:** Introduce Ordinance 12-03-282 and set a first public hearing for 3/27/12.*

2. Ordinance 12-03-283

An Ordinance of the Haines Borough Assembly amending the Port of Haines Terminal Tariff No. 3 to simplify calculation of dockage fees at the Port Chilkoot Dock.

*This ordinance is recommended by the borough manager and is necessary for clarifying the dockage fees at the cruise ship dock. **Suggested motion:** Introduce Ordinance 12-03-283 and set a first public hearing for 3/27/12.*

C. Other New Business

1. Southeast Alaska Integrated Resource Plan Comments

*The mayor drafted comments for the assembly's consideration and approval. **Suggested motion:** Approve Mayor Scott's draft SEIRP comments for submission to the Alaska Energy Authority.*

2. State Forest Timber Sale

*Area Forester Roy Josephson will be available to explain the proposed timber sale. The assembly has an opportunity to comment on the proposed sale if it wishes. **Suggested motion:** Support the Northern Southeast Area Forester's recommendation to offer the timber sale as proposed.*

3. Executive Assistant to the Manager Position

*This is in the current budget as a temporary position. The personnel committee recommends converting it to a regular full-time position with benefits and approval of the revised job description. **Suggested motion:** Approve the personnel committee's recommendation regarding the Executive Assistant to the Manager position.*

4. Request for Reconsideration – Ordinance 12-01-281 (Title 16)

Ordinance 12-01-281 was unanimously adopted on 2/28. While preparing it for codification, the clerk discovered several inconsistencies and other issues that can easily be addressed with a substitute ordinance. To allow for this, the clerk requests reconsideration of the motion to adopt followed by a motion to postpone until the 3/27/12 meeting at which time the clerk will provide an explanation of the issues and a corrected document for the assembly's approval.

11.C. Other New Business ----continued----

5. Written Findings – SEABA Conditional Use Permit Appeal

The Borough's attorneys are drafting written findings for the assembly's consideration, and the document will be available prior to the assembly meeting.

6. Items for Future Assembly Meetings

- 12. CORRESPONDENCE/REQUESTS**
- 13. SET MEETING DATES**
- 14. PUBLIC COMMENTS**
- 15. ANNOUNCEMENTS/ASSEMBLY COMMENTS**
- 16. ADJOURNMENT**