

  
**Haines Borough**  
**Borough Assembly Meeting #225**  
**AGENDA**

**June 12, 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: 5/8, 5/29 Special: 5/15, 5/18**

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

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

**7. PUBLIC HEARINGS**

**A. Ordinance 12-04-286 – Third Hearing**

**An Ordinance of the Haines Borough, Alaska, providing for the establishment and adoption of the budget of the Haines Borough for the period July 1, 2012 through June 30, 2013.**

*The borough manager submitted a proposed budget to the assembly on 4/3/12, and the assembly has conducted various budget meetings/work sessions. Per borough charter 9.01(D), the budget must be adopted by 6/15/12. Two public hearings must be held prior to June 1<sup>st</sup>. This ordinance was introduced on 4/24 and had a first public hearing on 5/8 and a second public hearing on 5/29. **Suggested motion:** Adopt Ordinance 12-04-286.*

**B. Ordinance 12-05-288 – Second Hearing**

**An Ordinance of the Haines Borough Assembly authorizing the borough manager to accept loans from the Alaska Department of Environmental Conservation for water system improvements.**

*The Assembly, through Resolution 11-07-287, authorized the manager to apply for these loans. This ordinance is necessary for the manager to execute the loans and he recommends adoption. It was introduced on 5/8 and had a first public hearing on 5/29. **Suggested motion:** Adopt Ordinance 12-05-288.*

**C. Ordinance 12-05-291 – Second Hearing**

**An Ordinance of the Haines Borough Assembly amending Haines Borough Code Sections 18.20.020, 18.30.010, 18.30.060, 18.40.030, 18.50.030, 18.60.010, and 18.90.030 to revise the types of permits and their uses, and the timeframes associated with acceptance and approval of permits.**

*This is recommended by the Planning Commission and was introduced on 5/8 and had a first public hearing on 5/29. **Suggested motion:** Adopt Ordinance 12-05-291.*

**D. Ordinance 12-05-292 – Second Hearing**

**An Ordinance of the Haines Borough Assembly adopting, by ordinance, a revised fee schedule including rates, fees and penalties for harbor facility usage.**

*This ordinance is recommended by the Port and Harbor Advisory Committee and was introduced on 5/8 and had a first public hearing on 5/29. **Suggested motion:** Adopt Ordinance 12-05-292.*

**E. Ordinance 12-05-293 – First Hearing**

**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:** Advance Ordinance 12-05-293 to a second public hearing on 6/26/12.*

8. STAFF/FACILITY REPORTS

- A. Borough Manager – 6/12 report
- \* B. Sheldon Museum – April 2012 staff report and 4/19/12 board meeting minutes
- \* C. Public Library – April 2012 staff report and 4/25/12 board meeting 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
  - 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 12-06-364

A Resolution of the Haines Borough Assembly an agreement with Carson Dorn, Inc. for 2012 household hazardous waste disposal services for an estimated amount of \$20,000.

*This contract is entered into each year and is a budgeted item. Staff is bringing this to the assembly because the estimated costs exceed the manager's spending limit of \$10K. **Suggested motion:** Adopt Resolution 12-06-364.*

2. Resolution 12-06-365

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to enter into an agreement with PND Engineers, Inc. to provide engineering design services for the Letnikof Cove Harbor Refurbishment Project for an amount not to exceed \$61,750.

*This is recommended by the manager and director of public facilities. **Suggested motion:** Adopt Resolution 12-06-365.*

3. Resolution 12-06-366

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to enter into an agreement with PND Engineers, Inc. to provide contract administration and inspection services for the South Portage Cove Harbor Expansion Project on a time and expenses basis for a not-to-exceed limit of \$10,000.

*This is recommended by the manager and director of public facilities. **Suggested motion:** Adopt Resolution 12-06-366.*

4. Resolution 12-06-367

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to lease an easement within a borough-owned Right of Way to the Estate of Richard M. Comerford.

*This resolution is recommended by the planning commission and the borough manager. **Suggested motion in order to discuss:** Adopt Resolution 12-06-367.*

5. Resolution 12-06-368

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a purchase order for Kendall Ford of Wasilla to purchase a pickup for the Public Facilities Department for an amount not to exceed \$19,995.

*This is recommended by the manager and director of public facilities. **Suggested motion:** Adopt Resolution 12-06-368.*

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

6. **Resolution 12-06-369**

A Resolution of the Haines Borough Assembly authorizing the borough manager to enter into an agreement with the Takshanuk Watershed Council regarding the Alaska Coastal Impact Assistance Program grant "Brown Parcel Acquisition and Conservation Purchase-F12AF00362.

*This is recommended by the manager. **Suggested motion in order to discuss**: Adopt Resolution 12-06-369.*

7. **Resolution 12-06-370**

A Resolution of the Haines Borough Assembly authorizing the borough manager to enter into an agreement with the Takshanuk Watershed Council regarding the "Sawmill Creek Fish Passage Improvement" project.

*This is recommended by the manager. **Suggested motion in order to discuss**: Adopt Resolution 12-06-370.*

8. **Resolution 12-06-371**

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a purchase order with Lutak Lumber to purchase a boiler and associated equipment for an amount not to exceed \$30,052.

*This is recommended by the manager and director of public facilities. **Suggested motion in order to discuss**: Adopt Resolution 12-06-371.*

B. **Ordinances for Introduction** - None

C. **Other New Business**

1. **Federal Priorities Ad Hoc Advisory Group**

*The mayor is interested in forming a Federal Priorities ad hoc Advisory Group and seeks assembly concurrence. She prepared a memo that is included with the agenda bill for Item 7A. The borough's D.C. lobbyist, Brad Gilman, provided some related information for consideration regarding water infrastructure funding.*

2. **Interim Borough Manager Appointment**

12. **CORRESPONDENCE/REQUESTS**

\* A. **Haines Cash Back for Cash Program** - Haines We the People

13. **SET MEETING DATES**

14. **PUBLIC COMMENTS**

15. **ANNOUNCEMENTS/ASSEMBLY COMMENTS**

16. **ADJOURNMENT**