


Haines Borough
Borough Assembly Meeting #236
AGENDA

November 27, 2012 - 6:30 p.m.

Location: Assembly Chambers, Public Safety Bldg

Stephanie Scott,
Mayor

Dave Berry Jr.,
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

Michelle Webb,
Deputy Clerk

1. CALL TO ORDER/PLEDGE TO THE FLAG

2. ROLL CALL

3. APPROVAL OF AGENDA & CONSENT AGENDA

[The following Consent Agenda items are indicated by an asterisk () on the agenda 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.]*

Consent Agenda:

- 4 – Approve 11/6/12 Minutes
- 8B – Chilkat Center Report
- 8C – Museum Report
- 8D – Volunteer Fire Department Report
- 8E – Library Report
- 9A – Museum Board Minutes
- 9B – Tourism Board Minutes
- 9C – Parks & Rec Board Minutes
- 9D – Planning Commission Minutes
- 9F – Library Board of Trustees Minutes
- 11A1 – Adopt Resolution 12-11-418
- 11A2 – Adopt Resolution 12-11-419
- 11A3 – Adopt Resolution 12-11-420
- 11A4 – Adopt Resolution 12-11-421
- 11A5 – Adopt Resolution 12-11-422
- 11A6 – Adopt Resolution 12-11-423
- 11B1 – Introduce Ordinance 12-11-310
- 11C3 – Board Appointments
- 11C4 – Approve 2013 Assembly Meeting/Agenda Schedule
- 11C5 – Approve Christmas Pool Rates
- 11C6 – Approve Ring of Fire Letters

*** 4. APPROVAL OF MINUTES – November 6, 2012 Regular Meeting**

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

6. MAYOR'S COMMENTS/REPORT

A. Assembly Committee and Board Liaison Appointments

7. PUBLIC HEARINGS

A. Ordinance 12-10-308 – Second Hearing

An Ordinance of the Haines Borough amending Haines Borough Code Title 3 to establish a Vehicle Retirement Program Fund, to levy a motor vehicle registration tax, and to exempt from property taxes all vehicles subject to the registration tax.

*This ordinance was introduced on 10/23 and had a first public hearing on 11/6. The finance committee reviewed it on 10/30 and recommended revising the tax rate schedule to a flat \$22 biannual fee regardless of vehicle class. The assembly amended the ordinance to that affect. **Motion:** Adopt Ordinance 12-10-308.*

B. Ordinance 12-11-309 – First Hearing

An Ordinance of the Haines Borough Assembly amending Borough Code Title 5, Section 8.20.010 to remove certified landfill material from the list of items not considered a bear attraction nuisance.

*The topic of bear attractants was recently revisited in a meeting attended by several interested groups including the borough, Chilkoot Bear Foundation, and Community Waste Solutions. Those in attendance agreed it would be important to have some type of deterrent at the landfill. Therefore, a recommendation was made to strike "certified landfill material" from the list of items exempt from the bear attraction nuisance code. This ordinance was introduced on 11/6. **Motion:** Advance Ordinance 12-11-309 to a second public hearing on 12/11/12.*

8. STAFF/FACILITY REPORTS

- A. Borough Manager – 11/27/12 Report
- *B. Chilkat Center – Facility Report for October 2012
- *C. Museum – Staff Activity Reports of September and October 2012
- *D. Haines Volunteer Fire Department – October 2012 Monthly Report
- *E. Library – October 2012 Monthly Report

9. COMMITTEE/COMMISSION/BOARD REPORTS & MINUTES

- *A. Museum Board of Trustees – Minutes of 9/20/12 and 10/23/12 Meetings
- *B. Tourism Advisory Board – Minutes of 9/27/12 and 10/15/12 Meetings
- *C. Parks & Recreation Advisory Board – Minutes of 9/5/12 and 10/4/12 Meetings
- *D. Planning Commission – Minutes of 10/11/12 Meeting
- E. Assembly Standing Committee Reports
- *F. Library Board of Trustees – Minutes of 10/16/12 Meeting

10. UNFINISHED BUSINESS

A. Ordinance 12-08-302

An Ordinance of the Haines Borough Assembly amending Haines Borough Code Title 16, Sections 16.28.010 and 16.28.030 to prohibit verbal abuse, physical assault and threats against borough and harbor staff, physical assault and threats against members of the public while within the harbor, and refusing to comply with lawful directives by the harbormaster, and giving the harbormaster the authority to suspend or revoke the privilege of using borough port and harbor facilities.

This ordinance was introduced on 8/28 and had public hearings on 9/11 and 10/23. It was postponed to 11/6 in order to consider additional amendments, at which time the ordinance was adopted, as amended. However, at the end of that meeting the adoption motion was reconsidered because of another possible amendment that had come to light. Adoption was once again postponed, this time to 11/27. The following motion is on the table, and the assembly will simply resume debate.

Motion: "Adopt Ordinance 12-08-302."

11. NEW BUSINESS

A. Resolutions

*** 1. Resolution 12-11-418**

A Resolution of the Haines Borough assembly adopting an alternative method for the FY13 Shared Fisheries Business Tax Program and certifying that this allocation method fairly represents the distribution of significant effects of fisheries business activity in FMA 17: Northern Southeast.

*This is part of the annual application process for receiving fish tax revenue from the State of Alaska. **Motion:** Adopt Resolution 12-11-418.*

*** 2. Resolution 12-11-419**

A Resolution of the Haines Borough Assembly authorizing the filing of a lawsuit for the foreclosure of municipal real property tax liens.

*This authorizes the borough to file a lawsuit for real property foreclosures for the year 2010. **Motion:** Adopt Resolution 12-11-419.*

*** 3. Resolution 12-11-420**

A Resolution of the Haines Borough Assembly supporting the Haines Highway Reconstruction and Chilkat Bridge Replacement MP 3.5-25.3 project with the Chilkat River Bridge designed and constructed to the highest possible industrial standard.

*This is recommended by the borough manager. **Motion:** Adopt Resolution 12-11-420.*

*** 4. Resolution 12-11-421**

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 Police Department for an amount not to exceed \$26,167.

*This is recommended by the borough manager. **Motion:** Adopt Resolution 12-11-421.*

*** 5. Resolution 12-11-422**

A Resolution of the Haines Borough Assembly authorizing Pacific Rim Mechanical to install the replacement boiler at the Public Safety Building for an amount not to exceed \$85,000.

*This is recommended by the borough manager. **Motion:** Adopt Resolution 12-11-422.*

11A. NEW BUSINESS/Resolutions ---continued---

* 6. **Resolution 12-11-423**

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to purchase a new float for Excursion Inlet for \$19,450 plus \$3,500 shipping for a total of \$22,950.

*This is recommended by the borough manager. **Motion:** Adopt Resolution 12-11-423.*

B. **Ordinances for Introduction**

* 1. **Ordinance 12-11-310**

An Ordinance of the Haines Borough Assembly providing for the addition or amendment of specific line items to the FY13 budget.

*The manager recommends this. The Finance Committee will meet prior to this meeting to review the ordinance, and they will have a recommendation. **Motion:** Introduce Ordinance 12-11-310 and set a first public hearing for 12/11/12.*

C. **Other New Business**

1. **Request for Reconsideration – Ordinance 12-10-306**

Ordinance 12-10-306 was unanimously adopted on 11/6 after being amended by two different conceptual motions. As directed, the clerk has prepared the ordinance for codification and would appreciate confirmation that it conforms to the assembly's intent. To allow for this, the clerk respectfully requests reconsideration of the motion to adopt. Followed by discussion and any necessary amendments, the motion to adopt may once again be voted on.

2. **Schedule for Manager Evaluation and Contract Review**

Mayor Scott has prepared a proposed schedule (and an alternate) for the manager evaluation and contract review stipulated in the 11/6/12 assembly motion to "extend the manager's contract for an additional year pending a satisfactory evaluation by the assembly, and refer the content of the contract to the committee of the whole for review." She requests assembly action to establish an agreed-upon schedule.

* 3. **Board Appointments and Committee Assignments**

*(Re)appointment requests have been received for seats on the Tourism Advisory Board (TAB) and Parks and Recreation Advisory Board (PRAC). The boards reviewed the requests and submitted recommendations. The mayor wishes to make the appointments and seeks assembly confirmation. All terms end November 2015. **Motion:** Confirm the mayor's reappointment of Jeff Butcher and appointment of Rhonda Hinson to the Tourism Advisory Board and appointment of Daymond Hoffman to the Parks & Recreation Advisory Board.*

* 4. **2013 Assembly Meeting/Agenda Preparation Schedule**

*This schedule is recommended by the clerk's office. It establishes the assembly regular meeting schedule for 2013 and clarifies the agenda & packet deadlines. Special meetings may still be scheduled, as needed. **Motion:** Approve the 2013 Haines Borough Assembly Meeting and Agenda Schedule.*

* 5. **Swimming Pool Fee Schedule – Christmas Rates**

Motion: Approve the special Christmas pool pass prices for the quarterly, 10-punch, and 20-punch until 12/31/2012, and authorize a donation of 10 pool pass gift certificates to the Salvation Army for the "Giving Tree."

* 6. **Ring of Fire – Draft White Paper and Letters of Request for Assistance with BLM Plan**

*The Ring of Fire is the title of the Bureau of Land Management (BLM) planning document for federal lands in our area. Several significant delays have caused an impact on the area available for heliskiing. The delay with the document has impacted the 2013 heliski season as these BLM areas remain shut out for heli-skiing use pending the finalization of this plan in Washington, D.C. Attached are drafted letters from Mr. Gilman, the Haines Borough lobbyist to Representative Don Young, Senator Lisa Murkowski, and Senator Mark Begich to request their help requesting the BLM finalize the Ring of Fire document. **Motion:** Approve the proposed draft white paper and letters of request for assistance.*

12. **SET MEETING DATES**

13. **PUBLIC COMMENTS**

14. **ANNOUNCEMENTS/ASSEMBLY COMMENTS**

15. ADJOURNMENT


Haines Borough
Borough Assembly Meeting #235
November 6, 2012
MINUTES

Draft

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

Present: Mayor Stephanie **SCOTT**, and Assembly Members Jerry **LAPP**, Joanne **WATERMAN**, Norman **SMITH**, Steve **VICK**, Debra **SCHNABEL**, and Dave **BERRY**.

Staff Present: Mark **EARNEST**/Borough Manager, Julie **COZZI**/Borough Clerk, Jila **STUART**/Chief Fiscal Officer, Michelle **WEBB**/Deputy Clerk, Gary **LOWE**/Chief Of Police, Tanya **CARLSON**/Director Of Public Facilities, Jerrie **CLARKE**/Museum Director, Patricia **BROWN**/Library Director, Phil **BENNER**/Harbormaster, Mark **ALLEN**/Seasonal Assistant Harbormaster, and Darsie **CULBECK**/Executive Assistant to the Manager.

Visitors Present: Karen **GARCIA**/CVN, Bill and Libby **KURZ**, Allen **TURNER**, Rob **GOLDBERG**, Thom **ELY**, Pam **RANDLES**, Dave **KAMMERER**, Lenise **HENDERSON**, Kevin **FORSTER**, Jessica **KAYSER**, Scott **SUNDBERG**, Paul **NELSON**, Norman **HUGHES**, Tod **SEBENS**, Marilyn **ALLEN**, and others.

2. **APPROVAL OF AGENDA & CONSENT AGENDA**

The following Items were on the published consent agenda:

- 3 – Approve 10/23/12 Assembly Meeting Minutes
- 8B – Library Staff Report
- 9A – Library Board Minutes
- 11A1 – Adopt Resolution 12-11-416
- 11A2 – Adopt Resolution 12-11-417
- 11B1 – Introduce Ordinance 12-11-309
- 11C1 – Library Board Appointments
- 11C2 – Letter re. State Trooper in Haines

Motion: **LAPP** moved to “approve the Agenda/Consent Agenda,” and the motion carried unanimously.

SCOTT requested the addition of *ADOT Sidewalk Project – Old Haines Highway, Third Avenue to Allen Road* to Other New Business as item 11C3. There were no objections to the agenda change.

- * 3. **APPROVAL OF MINUTES** – 10/23/12 Regular Meeting

4. **PUBLIC COMMENTS**

GOLDBERG encouraged the assembly to extend **EARNEST**'s contract and asked them to consider what has been accomplished during his tenure. Things are getting done, and the manager has been a big part of that. Every time the borough changes managers, it sets us back a year. Our track record in getting effective managers has not been very good.

NELSON asked the assembly to consider whether it is in the best interests of the borough to extend at this time a contract that doesn't end for eight months.

KAMMERER said the citizens expect public officials to be honest and competent, and he doesn't believe the Chief of Police exhibits either trait.

HUGHES would like the assembly to consider renewing **EARNEST**'s contract for borough manager. There are large projects going on in the harbor and a lot of that is to his credit and his persistence in working with the Army Corps of Engineers and other agencies. On a different topic, he would love to have Wi-Fi available for visitors in the borough assembly chambers. This would enable him to use his smart phone and not have to print out the packet. Finally, he asked the assembly to ask the Parks and Recreation Advisory Committee to review the proposed Title 12 park governance ordinance.

HENDERSON believes it would be in the community's best interests to extend the manager's contract.

CLARKE announced Haines will host the State Museums Conference in 2013 when the organization will celebrate its 40th anniversary. The last time they were in Haines they celebrated the 30th anniversary.

5. **2012 BOROUGH ELECTION** – Oaths of Office/Assembly Seats A and D

COZZI administered the public oath of office to **WATERMAN** and **BERRY** whose elections were certified during the October 23 assembly meeting. They were officially sworn in by the clerk during the week of October 29.

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

A. **Presentation of Award: Haines Harbor Employee of the Year – Mark Allen**

BENNER presented the award to **ALLEN** after explaining this was part of the annual harbormaster's conference recently held in Sitka. He is an asset to the department and is thorough, efficient, and friendly, and exhibits great customer service.

7. **PUBLIC HEARINGS**

A. **Ordinance 12-10-305** – Second Hearing

An Ordinance of the Haines Borough Assembly amending Haines Borough Code Title 3, Chapter 3.25 to clarify the purpose of the Medical Services Fund.

Mayor **SCOTT** opened and closed the public hearing at 6:45pm; there were no public comments.

Motion: **WATERMAN** moved to "adopt Ordinance 12-10-305," and the motion carried unanimously in a roll call vote. There was no discussion.

B. **Ordinance 12-10-306** – Second Hearing

An Ordinance of the Haines Borough Assembly Amending Haines Borough Code Title 5 to increase the fine for violations of business permits up to \$1,000 per violation per day, to amend the approved commercial ski tour area map, to adopt a fee for allocated skier days, and to require a system for receiving and responding to complaints.

Mayor **SCOTT** opened the public hearing at 6:47pm.

CULBECK noted the map attachment and said there was an inadvertent error. The Takhin Ridge area near Jonathan Ward was incorrectly marked as being open for the entire season. It will be corrected to show that it is open only from February 1 through March 31.

ELY said a \$5.00 user fee is fair and should be paid at the end of the season rather than the beginning of the season. He suggested requiring that the manifests be collected as a way to get actual counts of clients and helicopters. He would like to see some areas removed from the map. Also, a map committee should be considered. He is in favor of the fines. The complaint procedure should be in writing before the season starts.

FORSTER said he enjoys backcountry recreation, and all of his interactions with the heliskiers have been incredibly respectful. The only time he has even seen a helicopter was one time in Haska Bowl. He is very excited they are here. They are a resource for backcountry users to call for safety information.

KAYSER is a member of the Parks and Recreation Advisory Committee. She would like to see the assembly engage the committee in these matters. She believes this is a good support structure the assembly established that is underutilized. They are already bringing up map issues when they are discussing trails. She is an avid backcountry skier and appreciates that the heliskiers are out there. It benefits their safety. It would be good to have protocols developed and communicated.

SUNDBERG said it is the eleventh hour once again with the BLM. Now, it looks like it will be 2014 before the heliskiers have an opportunity to ski in BLM lands. He asked the assembly to revisit the map. There needs to be an ongoing process for discussing it, because new information comes out frequently. He agrees that the user fees should be paid after the season and should be dedicated. The \$1,000 fine should be \$500. SEABA is willing to take more time to work on the map.

Hearing no further public comments, the mayor closed the public hearing at 7:03pm.

Motion: **VICK** moved to "adopt Ordinance 12-10-306," and the motion carried unanimously in a roll call vote.

During the discussion, **SCHNABEL** referenced her October 31 memo that proposes a way to address map changes. She would like to see the manager benefit from a public process to work on the map, and she proposed a committee to annually review any requested amendments.

Primary Amendment #1: **SCHNABEL** moved to "'Incorporate the language in the 10/31/12 memo from assembly member Schnabel beginning with '[t]he borough manager' and ending with 'local mountain goat habits,' and that the ordinance be codified by the clerk," and the motion was amended to replace the text '*mountain goat*' with '*wildlife*.'

VICK applauded **SCHNABEL** for her work to come up with a process. However, he wondered if a committee's recommendations should be made directly to the assembly as opposed to the manager who would then report to the assembly. Mayor **SCOTT** said this is so important she does not want to put a committee in between the decision-makers and the information. She wants the assembly members to hear directly from the industry, Fish & Game, etc. The assembly can meet as a

committee of the whole whenever appropriate to do so. Also, she's not sure there's any benefit to codifying an annual requirement to review the map. **SCHNABEL** said her proposal is not that an annual map convention will be required. It would only convene if there are proposals to amend the map. She would like to see a citizen's committee of people with the expertise. She believes this would alleviate a lot of the politicization of the map. **WATERMAN** agreed with **SCHNABEL**. **EARNEST** said the idea of having experts brought into the process is very good. Whether that is codified under borough code with a structure is a policy issue that rests with the assembly. Whether it's a community committee or the assembly acting as a committee of the whole, the idea is very helpful. **VICK** disagreed that it should be the assembly. He would like to utilize advisory committees. He doesn't want to lose community involvement and doesn't want the assembly to be spread thin. **LAPP** agreed with the mayor. The experts can bring their advice directly to the assembly, and the assembly can make decisions based on that. **SCHNABEL** said because there's a lot of detail, there is a lot of work involved. She would like to have citizens work on that detail and bring it to the assembly. **SMITH** sees all sides. He likes the idea of a committee but also likes the mayor's position. He doesn't want to open up the map. **EARNEST** reiterated he supports the concept of getting experts together to provide more systematic information. He would like to see a process regardless of how it's structured. **BERRY** leans toward the mayor's opinion but does understand **SCHNABEL**'s concern about the assembly's plate getting too full. A committee of the whole speaking directly with the experts is his preference.

The primary amendment #1 motion, as amended, carried 4-2 with **LAPP** and **BERRY** opposed.

SMITH noted Carolyn Weishahn's written concerns that the Jarvis area on the attached map is different from the one proposed originally by the manager on September 11. **CULBECK** explained that it has changed as a result of meetings since that time. The only changes were to address ski runs. Straight lines on the existing map did not make sense. Following the ridge down gives them the north-facing slope. This will be safer. **SMITH** asked how those changes affect the residents in the area. **CULBECK** said it could bring the helicopter as close as 3-1/2 miles as opposed to the existing 4 miles. **LAPP** said it's around the corner from any residents, and the skiers stay away from the river flats. **WATERMAN** said there are already contingencies in place for safety issues. **SMITH** said safety argument is overused and shouldn't be used as an excuse. **VICK** asked where the collected user fees will go. **EARNEST** explained they would be general fund revenue. He would not encourage a dedicated fund for this but does support the idea of appropriating some funds toward promotional and communication activities. He would be willing to recommend this in future budgets.

Primary Amendment #2: **LAPP** moved to "have the user fees paid within two weeks of the end of the season and paid based on the number of skier days used," and the motion carried unanimously.

WATERMAN said the user fee amendment did not have specific wording so perhaps the ordinance should be held over to give the staff a chance to develop language.

Primary Amendment #3: **WATERMAN** moved to "schedule the ordinance for a third public hearing on 11/27/12," and the motion failed 3-4 with **SMITH**, **BERRY**, **LAPP** opposed and the mayor breaking the tie in the opposition.

The main motion, as amended, carried unanimously in a roll call vote.

C. **Ordinance 12-10-308** – First Hearing

An Ordinance of the Haines Borough Assembly Amending Haines Borough Code Title 3 to Establish a Junk and Abandoned Vehicle Disposal Fund, to Levy a Motor Vehicle Registration Tax, and Exempt from Property Taxes All Vehicle Subject to the Registration Tax.

Mayor **SCOTT** opened the public hearing at 7:50pm.

B.KURZ would like this to be put out as an RFP to encourage private enterprise. The assembly needs to support private business while it still exists.

NELSON said state laws are already in place to deal with abandoned vehicles. The borough needs to cooperate and enforce them.

HUGHES said he has four or five vehicles so he would be paying multiple fees. If he's paying the fees, he wants people to pay their way to dispose of their junk vehicles. There's no free ride. Every effort should be made by the borough to get the last registered owner to help pay for the disposal.

SEBENS said he's done a lot of research and has found that these proposed fees are based on

what Juneau does. Out of 27,000 registered vehicles 230 vehicles were abandoned or junked, and that number has steadily decreased. He asked what happens to the tax in the future as the number of abandoned or junked vehicles decreases.

Hearing no further public comments, the mayor closed the public hearing at 7:55pm.

Motion: **LAPP** moved to "advance Ordinance 12-10-308 to a second public hearing on 11/27/12," and the motion carried unanimously.

During the discussion, **SMITH** said he's been approached by many people and plans to vote against this. He really dislikes the ordinance. He doesn't like the fact that there is a deadline, and the idea of forward-spending is scary. He realizes there's a problem with vehicles, but the borough doesn't need to impose a tax on the residents.

Primary Amendment: **SCHNABEL** moved to "amend the ordinance draft by replacing it in its entirety with the substitute ordinance she proposed on October 31, 2012 (and provided in the meeting folders)," and the motion carried 4-2 with **SMITH** and **BERRY** opposed.

SCHNABEL suggested a small biannual flat rate of \$22 would provide funding for expenses such as towing and would encourage responsibility. **LAPP** said the Commerce Committee discussed this substitute ordinance and endorses it. There are problems with enforcing state law because it says the cost of towing will be borne by the last registered owner. **NELSON** said in the past his business had an agreement with the Police Department. He towed the abandoned vehicles and disposed of them according to state law. **LAPP** said the last owner of record will be responsible to pay the bill. This substitute ordinance takes care of the problem and provides some money to enforce the law. **VICK** said the disposal costs of a motorcycle are less than a regular vehicle, and he moved to amend the substitute ordinance by reducing the motorcycle fee from \$22 to \$12. That motion failed 3-4 with **WATERMAN**, **SCHNABEL**, **LAPP** opposed and the mayor breaking the tie in the negative. **EARNEST** noted the other extreme is commercial buses that would cost more to dispose of. **SCOTT** said a flat fee is a flat fee. **SCHNABEL** explained the \$22 tax won't absolve people from paying for disposal of their junk vehicles. **SMITH** would like to see much more detail. The idea is right but the timing is wrong. **SCOTT** suggested some work could be put into a business plan to be brought forward, and **SCHNABEL** said she could support that idea.

The main motion, as amended, carried 4-2 with **SMITH** and **BERRY** opposed.

Motion: **SCHNABEL** moved to "direct staff to develop a simple business plan based on the concept of a public-private partnership and bring it to the assembly for the next meeting," and the motion carried 5-1 with **SMITH** opposed.

8. STAFF/FACILITY REPORTS

A. Borough Manager – November 6, 2012

SCHNABEL asked if the manager has ideas for appropriating the unexpected extra raw fish tax revenue. **EARNEST** anticipates bringing a budget amendment ordinance forward on November 27 to recognize it. He does not have any expenditure recommendations, at this time. He will ask for a Finance Committee meeting to review the draft ordinance when it is ready.

EARNEST said he included a partial working draft of the legislative priorities in his report and hoped for some discussion. He will work out a schedule of when CAPSIS has to be submitted. These are the project funds the borough would request from the legislature. **SCOTT** reminded that the assembly has a joint meeting scheduled with the School Board on December 4 to discuss the 2013 legislative priorities.

SMITH asked the status of the fire suppression system at Mosquito Lake School. Also, he wondered about the timeframe for the E-911 upgrade. **EARNEST** said when the state fire marshal reviewed the plans, he noted the sprinkler tank was insufficient for the entire school because there is not enough pressure. However, the fire marshal believes there are enough exits to get the kids out of the school, so he is not concerned. It still raised the question of adequate protection. A 7,000 gallon tank will cost hundreds of thousands of dollars and that would be phase two of the project. Phase one will replace the sprinkler system and that is currently being designed. Regarding the E-911 system, the borough was waiting on final approval of the federal agency grant funding, and that has been received. An RFP will be issued soon.

SCHNABEL asked how the taxpayers might recoup the taxpayers' refund of the overcharge by AP&T related to the school buildings. **SCOTT** said there is generally an agreement to use the funds to pay for the Mosquito Lake School fire suppression system. **EARNEST** clarified the school district

has agreed to pay for the work and where the funds specifically come from remains to be determined. He understands the AP&T money is a credit as opposed to a refund.

*B. **Library – Staff Activity Report for September 2012**

9. **COMMITTEE/COMMISSION/BOARD REPORTS & MINUTES**

* A. **Library Board of Trustees – Minutes of September 12, 2012 Meeting**

B. **Assembly Standing Committee Reports**

LAPP said the Finance Committee met to discuss the vehicle tax and port tariff ordinances.

SCHNABEL said the Haines Port Development Steering Committee met and agreed with the Northern Economics report, as presented. They also recommend support for the ADOT plan to upgrade the Wells Bridge. Staff negotiated some changes to the MOU with Prophecy Platinum, and the committee supports its advancement.

10. **UNFINISHED BUSINESS**

A. **Ordinance 12-08-302**

An Ordinance of the Haines Borough Assembly amending Haines Borough Code Title 16, Sections 16.28.010 and 16.28.030 to prohibit verbal abuse, physical assault and threats against borough and harbor staff, physical assault and threats against members of the public while within the harbor, and refusing to comply with lawful directives by the harbormaster, and giving the harbormaster the authority to suspend or revoke the privilege of using borough port and harbor facilities.

This was introduced on 8/28 and the first hearing was 9/11. Following the second public hearing on 10/23, the assembly postponed the matter to this meeting. The agenda item was postponed with a main motion and a primary amendment motion on the table. The assembly resumed discussion of the primary amendment.

Main Motion: Adopt Ordinance 12-08-302.

Primary Amendment: WATERMAN moved to “amend the ordinance draft by replacing it in its entirety with the substitute ordinance recommended by the Port and Harbor Advisory Committee,” and it was amended 1) to incorporate a revised subsection 16.28.030(c) dated November 6, 2012 and recommended by the borough attorney; 2) to amend subsection 16.28.010(D) by adding *non-* in front of the word *port* to read “[t]o use the borough port and harbor refuse containers for non-harbor or non-port refuse; and 3) amend subsection 16.28.010(T) by adding the words to *verbally abuse*, in front of the words *physically assault* to match subsection 16.28.010(S).

The primary amendment motion, as amended, carried unanimously.

During the discussion, Mayor SCOTT said there are elements in the substitute ordinance that require attention, and the borough attorney and Port & Harbor Advisory Committee chair both provided some assistance with language. She noted the amendment recommended by the borough attorney clarifies issues of probable cause and just cause. BERRY said it seems odd that an advisory committee would be able to second guess the harbormaster. EARNEST explained the current process calls for the manager to appoint a hearing officer, and that has proven to be difficult. He appreciates that committee’s willingness to take on that role of hearing the appeal.

The main motion, as amended, carried unanimously in a roll call vote. [Note: Later in the meeting, this motion was reconsidered and postponed to 11/27/12. See agenda item #15.]

B. **Borough Manager Contract**

On 10/9, a motion to extend the manager’s contract was made and, after discussion, was postponed to this meeting.

Main Motion on the Table: Extend the manager’s contract for an additional year.

During the discussion, SCHNABEL moved to postpone indefinitely the matter of extending the manager’s contract, and the motion failed 2-4 with LAPP, VICK, WATERMAN, and BERRY opposed. SCHNABEL said the current contract is still in place, and she believes this should be postponed to allow the process to take its normal course. She would also like to have an evaluation done prior to extending a contract. Should the assembly choose to offer the manager a new contract, they would have an opportunity to offer a better contract---to negotiate new contract terms. The existing contract contains some confusing elements WATERMAN explained at the time she made the motion to extend the contract, she considered that later in the meeting the assembly was going to discuss a transition plan and hiring process, and extending his contract would

postpone that. **SCHNABEL** said by contract the manager is required to give a 60-day notice if he does not wish to continue the contract. There is no reason to take an action to extend a contract that still has eight months left. This is out of sync. **VICK** disagreed with postponing. The assembly maintains the options concerning an at-will employee at all times. **SMITH** agreed with postponing.

Primary Amendment #1: **SCHNABEL** moved to "refer the content of the contract to the Personnel Committee to review for consistency particularly the benefits," and it was amended to strike the words 'review for consistency particularly the benefits' and to replace 'Personnel Committee' with 'Committee of the Whole.'

The primary amendment #1 motion, as amended, carried unanimously.

SCHNABEL believes the process is a very important thing, and this does not make sense to her. She has no prejudice against the manager and is encouraged to work with him to develop contract terms to move forward. **VICK** moved to insert 'pending approval of the contract review by the Committee of the Whole,' but the motion was withdrawn to work more on the wording. **WATERMAN** said if the sticking point is the word "contract," perhaps the word "employment" might work. Considering **SCHNABEL**'s concerns, she would like to find a way out of this.

Primary Amendment #2: **LAPP** moved to "insert following the word "year" the text *pending a satisfactory evaluation by the assembly,*" and the motion carried 5-1 with **SMITH** opposed.

The following main motion, as amended, carried 4-2 in a roll call vote with **SMITH** and **SCHNABEL** opposed: "Extend the manager's contract for an additional year pending a satisfactory evaluation by the assembly, and refer the content of the contract to the Committee of the Whole for review."

C. Manager Transition Plan and Options for Hiring Process

This item was on the 10/9 agenda and was postponed to this meeting.

Motion to Postpone Indefinitely: **WATERMAN** moved to postpone this agenda item indefinitely, and the motion carried unanimously.

11. NEW BUSINESS

A. Resolutions

*** 1. Resolution 12-11-416**

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a contract change order with Southeast Road Builders, Inc. for the Haines Street Improvements Phase 3 project for an amount not to exceed \$83,583.32.

The motion adopted by approval of the consent agenda: "adopt Resolution 12-11-416."

*** 2. Resolution 12-11-417**

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a contract change order with Southeast Road Builders, Inc. for the Fourth, View, Lynnview Water System Upgrades project for an amount not to exceed \$50,367.74.

The motion adopted by approval of the consent agenda: "adopt Resolution 12-11-417."

B. Ordinances for Introduction

*** 1. Ordinance 12-11-309**

An ordinance of the Haines Borough Assembly amending Borough Code Title 5, Section 8.20.010 to remove certified landfill material from the list of items not considered a bear attraction nuisance.

The motion adopted by approval of the consent agenda: "introduce Ordinance 12-11-309 and schedule a first public hearing for 11/27/12."

C. Other New Business

*** 1. Library Board of Trustees Appointments**

The terms for three Library Board seats are up this year, and those members requested reappointment with the Board's recommendation. The mayor sought assembly confirmation. The motion adopted by approval of the consent agenda: "confirm the mayor's reappointment of Dick Flegel, Stacey Gala, and Lorraine Dudzik to the Library Board of Trustees."

*** 2. Need for Alaska State Trooper in Haines**

A letter has been drafted to make a formal inquiry with state officials regarding the staffing of an Alaska State Trooper in Haines, and assembly concurrence is sought. By approval of the

consent agenda, the assembly concurred.

3. ADOT Sidewalk Project – Old Haines Highway, Third Avenue to Allen Road
This item was added during approval of the agenda.

Motion: **SCHNABEL** moved to “direct the administration to work with ADOT to make sure the ditches on Old Haines Highway are filled, and the motion carried unanimously.

12. CORRESPONDENCE/REQUESTS - None

13. SET MEETING DATES

A. Finance Committee – Tuesday, 11/27, 5:30pm - Purpose: Review a FY13 budget amendment ordinance being prepared by staff.

14. PUBLIC COMMENTS

CULBECK announced that on Monday, November 26 at 5:30pm at the school, consultant Jason Gamache will go over a technical analysis of the borough’s facilities. The assembly members, planning commissioners, and general public are encouraged to attend.

15. ANNOUNCEMENTS/ASSEMBLY COMMENTS

The mayor said she participated in a teleconference along with the tourism director regarding the 50th anniversary of the ferry system. On May 5, the Malaspina will be in Haines from 9:00 a.m. to 1:00 p.m. and it will have a newly-painted smokestack in the original gold color. There are many ideas for the celebration and a little money will be required, so perhaps some of the extra fish money could be allocated for this event. The ferry system was conceived in Haines. She is hoping to showcase Marge Ward for her role in its development.

In response to a public comment early in the meeting, **VICK** made the following motion:

Motion: **VICK** moved to “refer the parks governance ordinance to the Parks and Recreation Advisory Committee,” and the motion carried unanimously.

SCHNABEL doesn’t want the Dungeness crab issue to die but also doesn’t know how to proceed. She was not pleased with the Fish & Game statement that they don’t see it as a management issue. On a different topic, the borough should help the advisory groups understand they can take on topics rather than just waiting for referrals from the assembly. The spontaneous review of issues that a group finds interesting or apropos should be encouraged. The mayor said the clerk is planning to join her in a training meeting with all of the group chairs in early 2013, and this could be addressed.

BERRY announced he will be out of town November 25 through December 1 and will miss the next assembly meeting.

LAPP welcomed **BERRY** to the assembly.

Motion to Reconsider: **WATERMAN** moved to “reconsider the motion to adopt Ordinance 12-08-302,” and it carried unanimously.

WATERMAN explained it was brought to her attention that an additional amendment is needed: the penalties and violations section needs a more definite time for the start of the clock on the 14 business days.

Motion to Postpone: **WATERMAN** moved to “postpone the motion to adopt Ordinance 12-08-302 to the 11/27/12 meeting,” and the motion carried unanimously.

SMITH said it would be great if the ferry rate from Skagway to Haines on May 5 could be rolled back to the original \$1.50 fare as part of the celebration. He also said reflectors on each side of the school driveways are really needed. **EARNEST** said reflectors can be coordinated with the state. **SMITH** said the pellet stove at the senior center looks good. **SCOTT** said the installers have done a good job of working with the facility users.

16. ADJOURNMENT – 10:01pm

Motion: **LAPP** moved to “adjourn the meeting,” and the motion carried unanimously.

ATTEST:

Stephanie Scott, Mayor

Julie Cozzi, MMC, Borough Clerk

Mayor's Report

Haines Borough
Office of the Mayor
103 Third Avenue S.
Haines, Alaska 99827
sscott@haines.ak.us
Voice (907) 766-2231 ext. 30

November 16, 2012

Thank you for sending me to the Alaska Conference of Mayors (ACOM) and to the Alaska Municipal League (AML) Annual Local Government Conference in Anchorage. Several AML affiliates¹ met in the same location (The Captain Cook Hotel), so in addition to the formal presentations provided by the two organizations I am directly affiliated with, this rich mix created opportunities to mingle informally with people of many backgrounds and many areas of expertise.

I had the opportunity to continue building relationships begun in Bethel at the summer meeting and to establish new relationships. Thinking strategically with respect to the Upper Lynn Canal, I found it helpful to spend time with newly elected Juneau Mayor Merrill Sanford as well as other members of the Juneau delegation; and delegates from the Municipality of Skagway; and then, with our new House district in mind, I made a point of spending time with Craig Mayor Dennis Watson and newly elected Sitka Mayor Mim McConnell. There is no doubt in my mind that regional collaboration will be required in order to achieve legislative support for both local and regional projects in Southeast Alaska this session. It didn't take me long to realize that I was working the conference theme: cultivating partnerships, strengthening communities!

One of my goals is to convince more members of our Assembly to attend this conference next year and to become active in AML. There are two reasons: 1) no one can be in two places at once and there are concurrent information sessions. Jila, Mark, and I tried not to attend the same sessions but we still were not able to take advantage of all that was offered; and 2) AML establishes a state-wide lobbying agenda. There are 4 resolution committees that also met concurrently. Though I am on the Board of Directors, I can attend only one resolution committee! We need to cover more bases!

I am happy to report that the resolution the Haines Borough submitted to AML July 31 "Objecting to the August 1, 2012 Implementation of the Environmental Protection Agency's (EPA) Emission Control Area Rule" was passed out of the AML

¹ Alaska Association of Assessing Officers, Alaska Association of Municipal Clerks, Alaska Government Finance Officers Association, Alaska Municipal Attorneys Association, Alaska Municipal Management Association

Resolutions Committee and adopted by the body as a whole.² I will make sure that our DC lobbyist and our Congressional Delegation have access to this resolution.

As a member of the Board, it was my duty and pleasure to introduce one of the speakers and to moderate his session. I was assigned to “Understanding and Controlling Energy Costs in Alaskan Public Buildings,” presented by Scott Waterman, Alaska State Energy Program Manager with AHFC. Scott reviewed the findings from the AHFC White Paper on Energy Use in Alaska’s Public Facilities (download from link on right side of AHFC site <http://www.ahfc.state.ak.us/energy/energy.cfm> or ask me for a copy!)

The paper strongly recommends that municipalities adopt energy conservation policies and track energy consumption. Municipalities that do, save energy and save money. You will remember that the now retired Energy Sustainability Commission provided a draft policy manual to the Assembly. The Assembly did not adopt or reject the policy manual. You will also remember that the ESC coordinator tracked building specific energy consumption monthly and annually, but there was some concern over methodology. I have asked Mr. Waterman to provide specific guidance, geared to small municipalities such as ours, on both elements: policy and tracking.

Given the shift in the composition of the 2013 Alaska State Legislature, I attended the session on lobbying put on by AML’s contract lobbyist, Ray Gillespie. I learned three key concepts: 1) effective lobbying starts in the summer! I am wondering if we should rethink the timing of our legislative priorities resolution; 2) insure that state agency personnel are not actively opposed to your project; bring them on board early; and 3) if you can persuade the Governor to include your project in the Governor’s budget, it has a good chance of getting funded. The Governor publishes his budget December 15 – another good reason to work on legislative priorities during the summer and early fall. Let me know if you would like copies of any of the three handouts: Layman’s Guide to the Budget Process, Legislative Process in Alaska, and Steps in the Passage of a House Bill.

As a follow up to meeting individually with AIDEA Business Development Officer Mike Catsi (meeting described later), I attended the presentation given by Mike Catsi and Wanetta Ayers, Director, DCCED Division of Economic Development, entitled “Cultivating Financial Partnerships to Strengthen Communities.” I am encouraging Mike to bring the presentation I saw to the Port Development Steering Committee in January.

Following up on the theme of economic development, a 3-day course offered by the University of Alaska here in Anchorage caught my eye: Basic Economic Development. I am beginning a dialogue with Kathryn Abbott from the Alaska Center for Economic Development about how to access the materials or the course

² AML Resolution 2013-06, Adopted November 16, 2012

itself for us in Haines. I learned that there are just 3 credentialed certified economic developers in the state of Alaska and that Mike Catsi is one!

The keynote speaker for the conference was Dr. Lowell Catlett. He is an economist and Regent's Professor in Agricultural Economics and Agricultural Business and Extension Economics and the Dean of the College of Agricultural, Consumer and Environmental Sciences at New Mexico State University. His areas of expertise are Marketing Economics, Futures Markets, and Production Economics. Dr. Catlett's message is that 21st century human culture will be primarily life-style based due to the enhanced mobility provided by technological innovation, like wireless interconnectivity. Given that 36% of the income in Haines is "mailbox" income, we might be seeing a bit of the impact of this trend. Dr. Catlett goes further citing science that shows that human life-style choice is significantly influenced by the need for humans to be around plants and animals. Thus the draw to parks as elements of vibrant communities. I thought this was an interesting message to contemplate as we discuss the future for the corner of Third and Main in Haines, Alaska.

Other notables addressed ACOM and AML including Senator Begich, Governor Parnell, Dennis McLerran from the EPA, Alaska DEC Commissioner Larry Hartig, and Department of Administration, Deputy Commissioner Mike Barnhill. Eighty-eight year old Vic Fischer was present to present the Vic Fischer Award and I was so pleased to have a moment with him; however, rest assured that Vic Fischer is as egalitarian as they come and made time for all who approached! He had planned to sell signed copies of his new autobiography, "To Russia With Love, An Alaskan's Journey," but all the copies printed were sold last week! I signed up for a copy and will share it once in hand.

Commissioner Barnhill was part of a panel, moderated by Fairbanks North Star Borough CFO Michael Lamb, to talk about PERS. There is great concern about termination studies. This is a study the municipality pays for if it removes a defined class of employees or a department from its payroll. The study usually results in a bill from the state to the municipality for the terminated employees.

This summer, the City of Galena was billed \$279,745.04 plus \$25,000 interest to date. Galena lost employees when the native organization took over the clinic. The law as it is written requires the employer to cover the actuarial liability of employees who have left the system. The interest of the state is to maintain the payroll base so that it can pay promised retirement benefits; but the interest of municipalities is to be able to have flexibility in staffing. Kathie Wasserman, AML Executive Director, encouraged municipalities to call her office for advice before making a decision to reduce staff. My understanding is that both additions to and reductions of staff must always take into consideration PERS impacts. Getting counsel before doing either is wise since the PERS regulations are extremely complex.

Finally, outside of the ACOM and AML sessions, I had two planning meetings. One to talk about helping communities understand how regulated electrical utilities set rates; and the other to plan a workshop on the variety of roles AIDEA might play in a port development project.

The rate-making presentation (dubbed Rate Making 101) was prepared and presented by Tyler D. Clark of the Regulatory Commission of Alaska (RCA). It was attended by Sara Fisher-Goad, Alaska Energy Authority Executive Director; Robert Venables, Southeast Conference Energy Coordinator; telephonically by Bob Grimm, President, Alaska Power Company; and myself. It took place in the RCA building. Our task is now to think about what we experienced and to suggest modifications prior to rolling it out for the community. I have a copy of the power point presentation to share with you.

Borough Manager Mark Earnest, Robert Venables wearing a Planning Commission and Port Steering Committee hat, and myself met briefly with Mike Catsi at the AIDEA building to discuss a presentation Mike will bring to the Port Steering Committee to address the roles AIDEA might play in a port development project. The presentation is planned for mid January, prior to Round Up in Vancouver, BC. Mike suggested that individuals planning on attending Round Up also make time for a 2-day pre Round Up opportunity called Mining 101. Mr. Catsi called the course invaluable to his understanding of modern mine development and operation.

Again, many thanks for the opportunity to attend ACOM and AML. I expect that the benefits will continue for some time to come!

Memorandum

Haines Borough
Office of the Mayor
103 Third Avenue S.
Haines, Alaska 99827
sscott@haines.ak.us
Voice (907) 766-2231 ext. 30

November 10, 2012

To: Assembly

Cc: Julie Cozzi, Borough Clerk; Mark Earnest, Borough Manager

From: Stephanie Scott, Mayor, Haines Borough

Subject: Committee and Liaison Assignments, 2012-13

I have tried to share our responsibilities equitably and according to interests and experience. Each Standing Committee has three members; each Assembly person is assigned to two committees. This works out nicely.

We do have 8 advisory committees, so some doubling up is required for the liaison assignments.

I have asked Jerry Lapp to continue to serve as Deputy Mayor; and I have asked Norm Smith to take the vacancy on the Facilities Master Plan Committee. Unlike liaisons, a member appointed to the Port Development Steering Committee, the Facilities Master Plan Committee, or the Chilkat Bald Eagle Advisory Committee has full voting privileges and is counted as part of a quorum for that committee in order that it may conduct business.

Thank you so much for your willingness to do this important work in addition to the work you do for each Assembly meeting. It is my hope and expectation that work at the committee level will help the Assembly work both effectively and efficiently.

2012-13 Assembly Standing Committee, Liaison, and other Committee Appointments						
	Finance	Commerce	Personnel (requires 3 members, see HBC 2.72.040)	Government Affairs & Services	Liaisons (8 Advisory Committees to cover)	Other Appointments
Dave Berry	Member			Member	Public Safety Commission; Museum	
Jerry Lapp	CHAIR	Member			Tourism	Deputy Mayor
Debra Schnabel	Member	CHAIR			Parks and Recreation	Port Development Steering Committee
Norm Smith			Member	Member	Library Board of Trustees	Facilities Master Plan Committee
Steve Vick			Member	CHAIR	Chilkat Center	Facilities Master Plan Committee; Alaska Chilkat Bald Eagle Advisory Council
Joann Waterman		Member	CHAIR		Planning Commission; Ports & Harbors	Port Development Steering Committee



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 12-177

Assembly Meeting Date: 11/27/12

Business Item Description:	Attachments:
Subject: Motor Vehicle Registration Tax	1. Ordinance 12-10-308 2. Conceptual Business Plan 3. Correspondence from Big Foot
Originator: Borough Manager	
Originating Department: Administration	
Date Submitted: 10/16/12	

Full Title/Motion:
Motion: Adopt Ordinance 12-10-308.

Administrative Recommendation:
Ordinance introduction is recommended by the Borough Manager.

Fiscal Impact:		
Expenditure Required	Amount Budgeted	Appropriation Required
\$ Dependent on option	\$ Dependent on option	\$

Comprehensive Plan Consistency Review:	
Comp Plan Policy Nos. : Objective 15I, Page 33	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Summary Statement:
To offset the costs of junk, abandoned, and impounded vehicles, the Haines Borough may opt into the municipal Motor Vehicle Registration Tax (MVRT) program through the Department of Motor Vehicles (DMV). Haines could expect to receive approximately \$40,000 annually from the program. The Finance Committee discussed this ordinance on 10/30, and they recommended revising the motor vehicle tax rate schedule to a flat \$22 biannual fee regardless of vehicle class. Assembly Member Schnabel drafted a substitute ordinance to that effect, and on 11/6 the assembly amended the ordinance by accepting the substitute. Staff was directed to develop a simple business plan based on the concept of a public-private partnership and bring it to the assembly for this meeting, which is attached.

Referral:	
Sent to: Finance Committee	Date: 10/23/12
Recommendation: Amend	Refer to: Meeting Date: 10/30/12

Assembly Action:	
Workshop Date(s):	Public Hearing Date(s): 11/6, 11/27/12
Meeting Date(s): 10/23, 11/6, 11/27/12	Tabled to Date:

AN ORDINANCE OF THE HAINES BOROUGH AMENDING HAINES BOROUGH CODE TITLE 3 TO ESTABLISH A VEHICLE RETIREMENT PROGRAM FUND, TO LEVY A MOTOR VEHICLE REGISTRATION TAX, AND TO EXEMPT FROM PROPERTY TAXES ALL VEHICLES SUBJECT TO THE REGISTRATION TAX.

BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

Section 1. Classification. Sections 5, 6, and 7 of this ordinance are of a general and permanent nature and shall become a part of the Haines Borough Code. Sections 4 and 8 of this ordinance shall not be codified.

Section 2. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held to be invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

Section 3. Effective Date. Section 8 of this ordinance shall be effective upon adoption. All other sections shall be effective on January 1, 2014.

Section 4. Rationale for Legislation.

A. Vehicles that have exhausted their useful life must be disposed of in a manner that ensures against threats to the environment, reclaims resources that may be reused, and is financially feasible.

B. Environmental issues associated with the improper disposal or abandonment of vehicles often fall to local governments to address.

C. The cost of tracking down the owners of abandoned and junked vehicles to require them to pay the costs of disposal has not proven economical.

D. It is reasonable to require vehicle owners to participate in paying the costs of properly disposing of and recycling parts of retired vehicles, rather than using general tax revenues.

E. The State of Alaska allows local governments to levy taxes on motor vehicle registrations collected by the state, with an eight percent administrative fee.

F. State law requires that boroughs give notice of election to come under the state motor vehicle registration program by January 1st of the year before the tax goes into effect.

G. Vehicles subject to motor vehicle registration tax are exempted by state law from municipal personal property tax, and therefore, non-commercial trailers identified under AS 28.10.421(b)(6) are expressly excluded from participating in the Haines Borough Vehicle Retirement Program.

I. The state motor vehicle registration program includes exemptions such as senior citizens, disabled persons, and certain military personnel.

Section 5. Amendment of Title 3. Title 3 of the Haines Borough Code is hereby amended by the addition of a new chapter 3.46 titled "Vehicle Retirement Program Fund" to read as follows:

Chapter 3.46

VEHICLE RETIREMENT PROGRAM FUND.

Sections:

3.46.010 Policy and intent.

3.46.020 Allocation.

3.46.030 Management

3.45.040 Investment policy

3.46.010 Policy and intent.

The intent of this chapter is to provide for the proper accounting and management of public funds derived from the motor vehicle registration tax established by Chapter 3.85 of the Haines Borough Code of Ordinances and AS 28.10.431.

3.46.020 Purpose.

There is established a separate fund entitled the "Vehicle Retirement Program Fund." All proceeds derived by the borough from the motor vehicle registration tax shall be deposited in said fund and used for the purpose of providing for the responsible disposal of retired and abandoned vehicles within the borough.

3.46.030 Management.

The borough chief fiscal officer is designated as the official with the responsibility for managing the moneys received and disbursed by the Vehicle Retirement Program Fund and as directed by the assembly.

3.46.040 Investment policy.

Investment policy is set forth in Chapter 3.08 HBC.

Section 6. Amendment of Section 03.70.040(A). Haines Borough Code 03.70.040(A) is amended, to read as follows:

NOTE: **Bolded/UNDERLINED** ITEMS ARE TO BE ADDED
~~STRIKETHROUGH~~ ITEMS ARE DELETED

3.70.040 Local exemptions and exclusions.

A. The following property is exempt from general taxation:

1. Business inventory and items held for resale;

2. ~~Personal motor vehicles.~~ **All motor vehicles which are subject to the Motor**

Vehicle Registration Tax described in Chapter 03.85.

Section 7. Amendment of Title 3. Title 3 of the Haines Borough Code is hereby amended by the addition of a new chapter 3.85 titled "Motor Vehicle Registration Tax" to read as follows:

Chapter 3.85

MOTOR VEHICLE REGISTRATION TAX.

Sections:

3.85.010 Levy of Motor Vehicle Registration Tax.

3.85.020 Allocation.

3.85.010 Levy of Motor Vehicle Registration Tax.

A. There is levied a biennial motor vehicle registration tax within the borough pursuant to the provisions of AS 28.10.431 and as such statute may be hereafter amended, revised or replaced. The rate of said tax shall be flat and established by resolution of the Haines Borough Assembly. The categories under "Type" are intended to coincide with the categories provided in AS 28.10.431(b), as now enacted or as may be hereinafter amended.

B. The annual motor vehicle tax on commercial vehicles that are registered annually is one-half the rate of the biennial tax.

MOTOR VEHICLE TAX SCHEDULE

BIENNIAL SCHEDULE Tax:

<u>VEHICLE TYPE</u>	<u>RATE</u>
<u>(1) Motorcycle</u>	<u>\$22</u>
<u>(2) Passenger (AS 28.10.421(b)(1)): non-commercial passenger vehicles, motor homes, and low speed vehicles; taxicabs</u>	<u>\$22</u>
<u>(3) Commercial (AS 28.10.421(c)(1-4))</u>	
<u>5,000 pounds or less</u>	<u>\$22</u>
<u>5001–12,000 pounds</u>	<u>\$22</u>
<u>12,001 – 18,000 pounds</u>	<u>\$22</u>
<u>18,001 pounds or over</u>	<u>\$22</u>
<u>(4) Commercial motor bus (AS 28.10.421(b)(4)): motor buses with a seating capacity for 20 or more persons and used exclusively for commercial purposes in transporting of visitors or tourists</u>	<u>\$22</u>
<u>(5) Non-commercial pickup/van (AS 28.10.421(b)(2): less than 10,000 pounds and not registered to a company or business</u>	<u>\$22</u>
<u>(6) amateur mobile radio station vehicles (AS 28.10.421(d)(8))</u>	<u>\$22</u>
<u>(7) vehicles eligible for dealer plates (AS 28.10.421(d)(9))</u>	<u>\$22</u>

3.85.020 Allocation.

Subject to assembly appropriations, all of the money received by the borough under this section and AS 28.10.431, and as such statute may hereafter be amended, revised or replaced, shall be deposited in the Vehicle Retirement Program Fund established in Chapter 3.46 of the Haines Borough Code of Ordinances.

Section 8. Notice. The Manager shall give notice to the State of Alaska pursuant to AS 28.10.431 that the Haines Borough has elected to levy this tax.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS _____ DAY OF _____, 2012.

ATTEST:

Stephanie Scott, Mayor

Julie Cozzi, MMC, Borough Clerk

Date Introduced: 10/23/12
Date of First Public Hearing: 11/06/12
Date of Second Public Hearing: 11/27/12



Haines Borough Administration
Mark Earnest, Borough Manager
(907)766-2231 • Fax (907)766-2716
mearnest@haines.ak.us

November 20, 2012

Motor Vehicle Registration Tax

We recommend the adoption of the Motor Vehicle Registration Tax (MVRT) ordinance establishing a special revenue fund to help offset recurring costs associated with abandoned, impounded, and junk vehicles in the Haines Borough.

This memorandum identifies two options for moving forward with this program: (1) a private sector approach and (2) a public sector approach.

If the Assembly decides to move forward with the public sector approach, MVRT funding will be needed to pay for all capital and operating costs. If the Assembly opts for a private sector program, there are no assurances that a private entity will commit to taking care of all situations that arise with abandoned, impounded, and junk vehicles throughout the Haines Borough. The adoption of the proposed ordinance is needed to provide assurance that the problem vehicle program will proceed.

With Assembly approval, the Borough can precisely define the parameters of the abandoned, impounded, and junk vehicle program and issue a Request for Proposals to see if and to what degree the private sector is willing to commit.

If after one registration cycle or two full years of operation the new program either substantially or completely pays for itself, the fee can be reduced or suspended.

Private Sector Option

The Borough advertises an RFP for the removal and processing of abandoned vehicles, the towing and processing of impounded vehicles, and the disposal of junk cars. MVRT funds are used to offset any costs that are not covered by the private sector.

Public Sector Option

The Borough uses MVRT funds to purchase a tow truck, build an impound yard, purchase equipment for draining and storing vehicle fluids (\$24,000 before shipping) and commit the staff time to manage the program. It is estimated that a used tow truck can be purchased for \$40,000 and a paved, fenced impound yard with capacity for 300 to 400 cars could be constructed on Borough property for \$160,000. The Borough would also need a piece of equipment capable of moving vehicles (\$60,000). The Borough would be required to have

liability insurance for the towing and storage of vehicles which is estimated at \$4,000 per year. The Borough would also have to pay staff to do the towing, mechanical work, dispose of hazardous waste, and administer the program. The Borough could store these vehicles until the scrap barge returns.

If the Borough decides to operate an impound yard it could work with other Southeast communities to share the costs of a car crusher (\$160,000 before shipping). This would allow the Borough to ship vehicles out in containers and perhaps gain revenue from scrap yards in Seattle. This option would require a smaller impound yard.

With either option, the public is expected to pay the costs of towing, impoundment, vehicle disposal, and processing.

Background on Abandoned Vehicles: Vehicles currently abandoned on Borough property creating a safety hazard will be moved by Borough staff, others have been left in place.

Abandoned Vehicles are defined in Haines Borough Code as one that is:

- A. Left unattended within 10 feet of the roadway in excess of 48 hours;
- B. Left unattended on private property in excess of 24 hours without written permission from the owner of the property; or
- C. Left on public property without consent of the manager for more than 30 days

Background on Junk Vehicles: The current cost to legally dispose of a passenger vehicle in Haines is \$800, not including towing it to the site. This summer Skookum Recycling brought a scrap barge to Haines and took vehicles for free, however this only happens when there are enough junk cars to make it economically viable for the barge to come. It is estimated that Skookum took 400 cars on the most recent trip. Status quo suggest that an accumulation of 400 cars over the next 5 to 10 years would trigger the scrap barge to return.

Haines Borough Code addresses Junk Vehicles in Declared Nuisances and the zoning of Junk Yards.

8.12.020 certain conditions declared nuisances.

It shall be unlawful for any person to cause or create the following declared nuisances within the townsite service area:

- I. To maintain a building in a state of disrepair or deterioration so as to reduce the surrounding property values or cause other unreasonable economic detriment to surrounding property owners, including, but not limited to, allowing on the premises: lumber, refuse, junk, debris, or abandoned, discarded, and unused objects, such as **automobiles**, fixtures, furniture, appliances, and other objects which are not kept for immediate use and have been allowed on the premises for more than 30 days.

18.20.020 Definitions – Regulatory

- II. **“Junkyard”** means a lot or portion thereof which is used for the purpose of the outdoor storage, handling, dismantling, wrecking, keeping or sale of more **than two unregistered, discarded, wrecked or abandoned: motor vehicles**, airplanes, appliances or boats. It may also include building materials, machinery, equipment, or parts thereof, including scrap metals, wood, lumber, plastic, fiber or other tangible materials allowed to accumulate to the point of meeting the definition of nuisance in Chapter [8.12](#) HBC.

18.60.010 General approval criteria.

A land use permit, or conditional use permit, or a platting action permit for a subdivision, may be granted if all the following general approval criteria and applicable specific approval criteria of HBC [18.60.020](#) are complied with. The burden of proof is on the developer to show that the proposed use meets these criteria and applicable specific criteria for approval. Notwithstanding

any of the following criteria, no use will be approved that will materially endanger the public health or safety or substantially decrease the value of property in the neighboring area. The burial of uncremated human remains outside a cemetery is prohibited.

- III. B. Junkyard. No junkyard shall be established or operated unless it is completely obscured from view of any traveled or public right-of-way or adjacent properties with a non-compatible use (i.e., residential, commercial). The manager or commission may require a continuous solid fence to prevent the unsightly display of the yard. The fencing provided shall be continuous and of sufficient height and density to provide visual screening required by this chapter on a year-round basis. Precautions shall be taken to prevent ground or water contamination from runoff containing, including but not limited to, fuels and hazardous chemicals.

Bigfoot Auto Service Inc.
Box 150
Haines, Alaska 99827
907-766-2458

November 16, 2012

Haines Borough
Attention: Darcie Culbeck
P. O. Box 1209
Haines, Alaska 99827

RE: Removal of abandoned vehicles.

Darcie,

Thank you for your call and discussion of abandoned vehicle removal and disposal.

Bigfoot Auto Service Inc. started automotive service in Haines over 30 years ago. To service all phases of automotive repair, Bigfoot provides 24 hour towing.

Prior to the recent issue of a towing company, towing and re-abandoning the abandoned vehicles and getting paid to do it, Bigfoot removed and properly disposed of hundreds of vehicles without compensation from local Government. Bigfoot was able to provide this service with the understanding that the Haines Borough/City of Haines use Bigfoot exclusively for towing and impound needs.

The following is an outline of Bigfoot's current towing rates and a proposal to use one towing company for towing, impounds and disposal of abandoned vehicles in the Haines Borough.

CURRENT TOWING RATES FOR VEHICLES:

One hour minimum call out, 8am to 5pm, Monday thru Friday	\$150.00/hr
Dolly Fee, charged only if dolly is used (per tow)	\$50.00
Mileage Fee for all miles traveled (out side city limits)	\$1.00/mile
Weekends and nighttime callout. One-hour minimum. (Dolly and Mileage fees same as daytime)	\$300.00/hr
Storage	\$10.00/day

Note: These rates are for owner authorized towing only.

PROPOSED RATES FOR VEHICLE IMPOUNDS AND REMOVAL OF ABANDONED VEHICLES

One-hour minimum call out.	\$500.00/hr
Dolly Fee, charged only if dolly is used (per tow)	\$50.00
Mileage Fee for all miles traveled (outside city limits)	\$1.00/mile
Weekends and nighttime callout. One-hour minimum.	\$500.00/hr
Disposal of Abandoned vehicle (at \$.15/lbs)	\$600.00
Disposal of Abandoned vehicle tires at \$10.00 each	\$50.00
Disposal of Hazardous Material used in vehicle	\$150.00
Storage	\$15.00/day

Note: These rates are for Police requested impounds and removal of abandoned vehicles only.

The difference in the dollar per hour rate from customer authorized towing to Police impounds and abandoned vehicles towing is due to the fact

that not all of the tows for impound and removal of abandoned vehicles will generate revenue. Bigfoot has historically provided disposal of abandoned vehicles at no charge to local Government, because of an agreement to use Bigfoot for all local Government towing. This agreement provided Bigfoot enough revenue to provide the service of disposal of abandoned vehicles.

The last registered owner of any vehicle towed and stored by any towing company must be notified within 30 days. AS28.11.040. If the last registered owner does not pay towing and storage costs and claim the vehicle, the towing company can try to sell the vehicle at public auction for towing and storage costs. If the abandoned vehicle does not sell at public auction the towing company must dispose of the vehicle in compliance with Alaska State Statutes, Dept. of Environmental Conservation rules and Environmental Protection Agency rules that regulate all of the hazardous material used in an automobile. Compliance with these regulations and the fact that not all abandoned vehicle owners can be taken to Small Claims Court, requires that the abandoned vehicle owner that can be taken to Small Claims Court pay a higher price for towing, storage and disposal.

If a contractor and Haines Borough enter a contract or agreement of understanding that the contractor will be used for all Borough towing needs, ie, Police impounds and removal of abandoned vehicles, the contractor will then provide proper disposal of abandoned vehicles at no cost to the Borough.

To provide incentive for vehicle owners to properly dispose of vehicles no longer in use, the contractor will offer a “Spring and/or Fall Clean up”. During a one to two week period, the contractor would offer disposal of automobiles and light trucks under 4,000lbs, with a clear title or release of ownership form, delivered to the contractors yard, with no hazmat leaking for \$350.00 (three hundred fifty dollars).

The Haines Borough would be responsible for a least 2 weeks of advertising in the local paper, public notices and radio station to inform vehicle owners of the potential cost of a vehicle impound or removal and disposal of an abandoned vehicle. Advertising could tie in with annual abandoned car clean up.

Sincerely,

Paul A. L. Nelson President



Agenda Bill No.: 12-189
 Assembly Meeting Date: 11/27/12

Business Item Description:	Attachments:
Subject: Bear Attractants at Landfill	1. Ordinance 12-11-309
Originator: Borough Assembly (Agenda Bill by Clerk's Office)	
Originating Department: Assembly	
Date Submitted: 10/23/12 during assembly meeting	

Full Title/Motion:
 Motion: Advance Ordinance 12-11-309 to a second public hearing on 12/11/12.

Administrative Recommendation:

Fiscal Impact:		
Expenditure Required	Amount Budgeted	Appropriation Required
\$	\$	\$

Comprehensive Plan Consistency Review:	
Comp Plan Policy Nos.: Objective 15H, Page 32	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Summary Statement:
 On October 8, representatives of the Borough, Bear Foundation, and Community Waste Solutions met to discuss installing an electric fence at the landfill to prevent the habituation of bears to garbage. Those in attendance agreed it would be important to have some type of deterrent at the landfill. Therefore, a recommendation was made to strike "certified landfill material" from the list of items exempt from the bear attraction nuisance code. The Bear Foundation and CWS have agreed to enter into a Memorandum of understanding regarding consultation and design of an electric fence to be installed by and maintained by CWS. The fence will enclose the building that receives waste at the landfill.

Referral:			
Sent to:	Recommendation:	Date:	Meeting Date:
	Refer to:		

Assembly Action:	
Workshop Date(s): Meeting Date(s): 11/6, 11/27/12	Public Hearing Date(s): 11/27/12 Tabled to Date:

AN ORDINANCE OF THE HAINES BOROUGH AMENDING BOROUGH CODE TITLE 5, SECTION 8.20.010 TO REMOVE CERTIFIED LANDFILL MATERIAL FROM THE LIST OF ITEMS NOT CONSIDERED A BEAR ATTRACTION NUISANCE.

BE IT ORDAINED BY THE HAINES BOROUGH ASSEMBLY:

Section 1. Classification. This ordinance shall not become a part of the Haines Borough Code.

Section 2. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held to be invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

Section 3. Effective Date. This ordinance is effective upon adoption.

Section 4. Amendment of Section 8.20.010(A). Section 8.20.010(A) of the Haines Borough Code of Ordinances is amended to read as follows:

NOTE: **Bolded**/UNDERLINED ITEMS ARE TO BE ADDED
STRIKETHROUGH ITEMS ARE DELETED

8.20.010 Definitions.

The terms and phrases used in this chapter shall have the following meanings:

A. "Bear attraction nuisance" means, except as otherwise provided in this section:

1. More than one-half gallon of any putrescible waste, including packaging or other surfaces to which the material is adhered;

2. "Bear attraction nuisance" does not include:

~~a. Material in a certified landfill;~~

ba. Manure or sewage;

eb. Material in a garbage can temporarily placed outside for purposes of collection after 4:00 a.m. on a day scheduled for collection;

ec. Material completely enclosed in a structure or container which requires hands or tools to open.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS ____ DAY OF _____, 2012.

Stephanie Scott, Mayor

ATTEST:

Julie Cozzi, MMC, Borough Clerk

Date Introduced: 11/06/12
Date of First Public Hearing: 11/27/12
Date of Second Public Hearing: ___/___/___



Haines Borough Administration
Mark Earnest, Borough Manager
 (907)766-2231 • Fax(907)766-2716
 mearnest@haines.ak.us

November 20, 2012

Haines Borough Street Improvements - Phase 3

Chilkat Lake area roads project is shut down for the season. We are currently awaiting an update from PND including redlined as-buils of what has been constructed to date, photos of current progress to date at each work point location, redlines/lists of any outstanding issues or areas needing design/field adjustments, and a tally of all material quantities installed to date. Work will resume there in the spring after the ground thaws.

High School Gym

The new gym floor at the high school has been complete for two months, and a dedication ceremony took place on November 16 prior to the varsity volleyball game.

Vocational Education Building

The vocational education building upgrades including an ADA compliant bathroom are substantially completed. Contractors are awaiting the shipment of a single pane of glass for a door. 100% completion is expected by 11/21/2012.

Lutak Dock

The Lutak Dock fence project is underway and the fencing phase will be complete by December 31, 2012. The security fence includes three automatic gates, one of which will wait until ground thaw to have power run to it but will function manually until that time. Manually operated gate serves for an egress only. Security cameras are currently being sought for purchase and installation.

Port Chilkoot Dock Improvements - Phase 2

The Port and Harbor Advisory Committee hosted a work session on November 1, 2012 to review the 35% Design Review Submittal drawings for the Port Chilkoot Dock Improvements project. The Planning Commission and Tourism Advisory Board were invited and several members attended. Borough staff and PND engineers are working on a plan to try to incorporate suggestions from that meeting, as well as other modifications that have been identified to date. We are working under a tight budget, so some of the recommendations may have to be incorporated into a later project phase. We are also looking into the possibility of combining the construction bids for the Phase 2 PC Dock and Letnikof Cove Harbor Refurbishment projects to achieve cost savings through combined mobilization and other project economies of scale. As previously noted, construction is scheduled to begin August 16, 2013.

Letnikof Cove Harbor Refurbishment

The Letnikof Cove Harbor Refurbishment project is in the design phase. As noted above, we are looking into the possibility of combining the PC Dock and the Letnikof projects to achieve cost savings through combined mobilization and other project economies of scale. Construction is currently scheduled to begin summer of 2013.

Chilkat Center Roof Replacement

The Chilkat Center for the Arts roof replacement is complete. Stickler Construction is currently performing additional planned work including replacement of three broken and failing windows and structurally bracing of areas of the roof.

Public Safety Building Boiler

The installation of a new boiler at the Public Safety Building is complete. Borough staff demolished the existing boiler and performed structural repairs to the existing boiler room. Pacific Rim Mechanical installed the new boiler, circulation pumps, and new piping. The Borough has requested Pacific Rim to submit an estimated price for additional thermostats to be installed, so that the building can be more efficiently heated.

Senior Center Pellet Boiler

Installation of a new OKOfen wood pellet boiler was just completed at the Senior Center. Borough staff will receive system control training during the week of November 25, 2012. Additionally, a galvanized-steel wood pellet silo with a holding capacity of 15 tons was recently erected outside of the Senior Center facility. The Borough purchased 8.5 tons of pellets, which is the equivalent of approximately 1,000 gallons of diesel. This volume of pellets is expected to last until next summer.

Excursion Inlet Hydroelectric

Phase IA of the Excursion Inlet Hydroelectric reconnaissance study (fish habitat evaluation) has been completed. The Alaska Department of Fish and Game has completed their review of the fish habitat and will be providing their report to the Alaska Energy Authority (AEA). These reports were required by the AEA, prior to moving into Phase IB of the study.

Former School Site Contaminated Soil

The Borough has remediated some of the contaminated soil from the old school sites. Contaminated soil from the primary school site has been stored in lined and covered biocells at the Waste Water Treatment Plant for the past several years. The soil was fertilized and tilled annually by Borough staff and after recent lab sampling, has been approved for use as on-site fill.

The remaining contaminated soil on the old school sites will be tested again next summer and a plan for remediation will be worked out with the Alaska Department of Conservation.

Wastewater Treatment Plant

An RFP will be issued soon for new energy efficient lights at the Borough's wastewater treatment plant.

South Portage Cove Harbor

Information is being gathered by the Borough to install a card lock fuel system at the Portage Cove Harbor.

Barnett Water Tank Replacement

An RFP was issued for replacing the Barnett Water Tank with a new bolted steel water tank. Construction will begin in the spring/summer 2013. The Borough will be soliciting bids for the salvage of the existing tank in the very near future. Demolition of the foundation will be bid separately to local contractors.

The decommissioned Barnett Pump House is scheduled for abatement of wall and ceiling panels by mid-December.

E911 System Upgrades

Work is continuing to advance an RFP for this project.

PC Dock Tariff Revisions

This ordinance has been rescheduled to the December 11, 2012 meeting.

Chilkat Center for the Arts

A Community Facility Operated by the Haines Borough

(907) 766-3573

facsimile (907) 766-3574

E-mail business@khns.org

Facility Administration Report October 2012

Usage

Haines Arts Council hosted Singer songwriter, Chuck Pyle in the lobby, the Haines High School was in the auditorium for the Band and Choir extravaganza and *Oklahoma!* was a huge success with sellout crowds for the three day performance in the auditorium. We had two memorials in October, one for Jan Harrington, one for Ted Lynch. The Auditorium and Lobby turn out to be ideal for this use with the services and eulogies in the auditorium and the reception in the lobby. Lee Heinmiller has been ever helpful, setting up sound as a volunteer for whoever needs it. He's a great asset.

Ongoing dance and activity classes are: Yoga, Jujutsu and Morning Muscles with the Strongwoman class starting up again the last week of October. Sarah Jaymot, who has been using the kitchen over the summer, has completely moved her things out of the kitchen for the season and we will be talking again in Spring about whether it is a good fit. And St Michael's continues with their Sunday services.

November is already getting busy with meetings, music events, Macbeth and the DDF Command Performance.

Maintenance

Heat was returned to the center during October for which we are very grateful. It is now cozy instead of arctic although the distribution of the heat is irregular. The lack of thermostats or zones make it difficult to regulate so some areas are very warm and others are cooler. It seems like regulation of heat would be more cost effective but there isn't currently a mechanism for controlling this. Facilities is aware of the issue. We've also asked to be shown how to work with the new boiler in terms of emergencies and general knowledge for day to day.

The roof is complete and holding very well. Stickler Construction did a quick and efficient job, at least it seems that way from the ground looking up. It was a noisy month but music to our ears. The leaks that we were having have stopped but there is substantial damage to the ceilings in the conference room from repeated water damage and then, during the roof install, complete saturation from in areas from the rain. The upstairs hallway and the previously noted area of the archway in the lobby also need rehab. Facilities is aware of these issues, including the accompanying moldy odor from the saturated insulation.

There are still windows to install – one that was broken during the roof installation and one that was scheduled but has not been received. My understanding is that these will be completed as the windows arrive.

*Submitted by Facilities Manager, Kay Clements
October, 2012*



Chilkat Center for the Arts			
Oct-12			
Contact	Function	Participants	Amount
Dance Studio			
SEARHC	Yoga Tuesday and Thursday 5:15-6:30, Sun 9:30am	73	180
Chorus Bishop	Seibukan Jujitsu	124	285
Lobby			
SEARHC	Morning Muscles	1	15
St Michael's	Sunday Services	60	300
Haines Arts Council	Chuck Pyle Concert	80	75
SEARHC	Strongwoman	1	15
Auditorium			
LCCP	Oklahoma! 3performances w/ rehearsals and scene shop	800	1300
Evangeline Hoy-Willard	Jan Harrington Memorial	300	250
Haines High School	Bands and Choirs	250	250
Desiree Day	TedLynch Memorial	300	250
Conference Room			
CCA Advisory Board	meeting	8	n/c
KHNS Board	meeting and audit conference	8	n/c
October Totals		2005	\$2,920

**Sheldon Museum
Monthly Staff Report
September 2012**

SEPTEMBER VISITOR NUMBERS

Local Walk-in	175
Paying Walk-in	573
Non-paying Walk-in	95
Children local and non-local	3
With School Group	45
Special Events at Museum	116
Off-site Activity	0
In tours	0
Web Site Hits:	409

YEAR THROUGH SEPTEMBER

Local Walk-in	1,455
Paying Walk-in	4,346
Non-paying Walk-in	448
Children local and non-local	200
With School Group	279
Special Events at Museum	1,581
Off-site Activity	126
In tours	136
Web Site Hits:	4,649

SEPTEMBER VOLUNTEERS

Number:	25		
Total Hours:	197.5	Hours Year Total	1,696.78

USE OF MUSEUM

- Haines People of Peace sponsored Candidates Forum for contested Assembly seats, 9/13.
- Jerrie Clarke Egypt slideshow, 9/27.
- Girl Scout meeting 9/29.

UPCOMING EVENTS/PROJECTS

- Girl Scouts 100th Anniversary program Oct. 3. Former Scouts are invited to come and reminisce.
- Opening for Nature photographer Amy Gulick's exhibition Oct. 20.

ADMINISTRATION and OPERATIONS

- **Museum Pass Summary** – Overall it appears that we did very well with the passes and it seemed to be a service the visitors appreciated. In essence, with the purchase of the passes the cost “gave” visitors a free visit to the Hammer Museum! Total income for all three museums was \$10,516.34. The Sheldon Museum made \$2,921.20 from the passes and \$379.77 for the administrative fee. Total passes sold by all sellers about 730. It seems to be a worthwhile endeavor to continue next summer.
- **Social Media: Facebook** – We joined Facebook on August 9th and our page went live August 29th. (<https://www.facebook.com/SheldonMuseum.HainesAK>) We have generated enough “likes” to see insights into our page (i.e.: who likes us, when a post by us generates activity, weekly outreach, etc.). The goal of having the Facebook page is to generate monetary donations, interest in our exhibits and programs, online-store sales, and donations of items related to the history of Haines/Chilkat Valley. We have posted current and historic pictures both to give our information on events at the museum and for help in identifying people and dates. We have received feedback from others and it's encouraging. Please “like” our FB page if you are on FB!



- **Social Media: MailChimp** – We started a MailChimp account, a free e-newsletter software. MailChimp (MC) makes it easier to send an electronic newsletter quickly and to certain people that you target. For example, if we wanted the Eldred Rock Lighthouse project or specific donors to have a quick updated newsletter sent out then MC makes it simple in comparison to the newsletter currently sent via postal mail.
- A Japanese exchange student staying for a few weeks with Ed and Yuko Hayes volunteered for a week. He translated into Japanese the labels in the exhibits.

EDUCATION

Scott Pearce began his job as Education Coordinator in September. Even though he had to begin slowly as he finished up a summer job, he jumped in with both feet. He immediately met with teachers in Haines and Klukwan to see how they would like to use the museum; and with community members to see how they could help with local history, culture and art programs. As he and Mrs. Andriesen began working with the state History Day Coordinator, Scott was added to the History Day in Alaska Board. As a musician, he has added relevant music to some of the activities, much to the delight of the students and teachers. The following is a list what he has done so far. There are some very good plans for activities and programs during the rest of the year that will be mentioned as they come close.

- **Apple Tree:** kindergarten, 1st grade, and 3rd grade classes visited to learn about the apples and to pick some apples. There was also a presentation at Mosquito Lake School.
- **Doll Fair** will be Saturday, October 27. Theme slogan “You and your best friend are invited to a Party”
- **Tlingit Language Class** – will begin again Oct. 16th.
- **Ripinsky Trail Hikes** – Planning hikes for high school and middle school students along trails cut by Chilkoot Barracks soldiers.

ARCHIVE

The Archive had 7 researchers, one with a repeat visit. They included:

- Assistant to a local archaeologist visited twice.
- “Gold Rush” production crew seeking historical photographs and other information.
- Library seeking photos for the story-board project.
- A member of Lighthouse Friends seeking ‘keeper’ information.
- UAA professor with questions about Chilkoot Village.

COLLECTIONS

- An Alaska State Museum Grants-in-Aid was received to fund extra hours for Kris to continue the artifact inventory and to do some improvements to the artifact storage.

EXHIBITS

- Tresham Gregg's solo exhibition will come down Oct. 13.
- Amy Gulick's nature photography based on her book, *Salmon in the Trees*, will be available for viewing on Oct. 18, Alaska Day, through Nov. 25th. A reception and book signing will be on Sat., Oct. 20th.

**Sheldon Museum
Monthly Staff Report
October 2012**

OCTOBER VISITOR NUMBERS

Local Walk-in	129
Paying Walk-in	37
Non-paying Walk-in	18
Children local and non-local	7
With School Group	119
Special Events at Museum	163
Off-site Activity	77
In tours	0
Web Site Hits:	430

YEAR THROUGH OCTOBER

Local Walk-in	1,584
Paying Walk-in	4,383
Non-paying Walk-in	466
Children local and non-local	207
With School Group	398
Special Events at Museum	1,744
Off-site Activity	203
In tours	136
Web Site Hits:	5,079

OCTOBER VOLUNTEERS

Number:	39		
Total Hours:	327.25	Hours Year Total	2,307.03

USE OF MUSEUM

- On Oct. 14, KTOO filmed in the Upper Gallery Transportation Exhibit interviews with Mayor Scott, Marge Ward, Joan Snyder, and Annette Smith to use in the documentary for the 50th Anniversary of the Alaska Marine Highway.
- Haines A cappella Women's Chorus
- Girl Scouts

UPCOMING EVENTS/PROJECTS

- Extended hours for Eagle Festival, W-F 1-6:00; Sa 12-2:00, 4-6:00; Su 10-2:00.
- Museum participation in the holiday bazaars Nov. 18 and Dec. 8.
- Christmas Open House with trains, Dec. 8.

ADMINISTRATION and OPERATIONS

- Director Jerrie Clarke and Museum Assistant Kris Reeves attended the Museums/Alaska Historical Society Conference in Sitka, Oct. 10-13.
- The museum is always closed during Thanksgiving weekend. Jerrie wants to see if there is any interest in visiting the museum during that time and will advertise that it is open by appointment. She will put her cell phone number on the answering machine so she can receive calls.
- Blythe is working with a tutorial that came with our update of the web site software and is working on making our web site more attractive and informative. We will also be able to better track how many views each page receives.
- FaceBook has 42 Likes. Kris does an upload twice a week to bring attention to the museum and more awareness of what we're doing.

EDUCATION

- Mrs. Martin's history class made its annual visit to the museum on Nov. 2nd.
- The high school art class spent time on Nov. 3rd, with Tresham Gregg discussing his art style and motivation.

- Preschool through 5th grade classes (53 children, 16 adults) visited to view Tresham Gregg's art exhibition Oct. 8-12. He gave puppet shows using his puppets. On the 9th 6 children and 2 adults came from Klukwan to see the puppet show.
- October 10th and 17th Scott Pearce and Museum Aide Stacie Evans led a High School Freshman class and a 6th grade science class to the radio tower on Ripinsky; and October 24th led the 3rd grade on the Battery Point trail. Community adult experts accompanied these walks and talked about local history, trail logistics, trail etiquette, mushroom/fungi, geology, and natural history. These walks involved 84 students and 26 adults.
- Tlingit Language began for the season on Oct. 16th with 16 in attendance.
- Chilkat Valley Preschool viewed and discussed the "Salmon in the Trees" exhibit.
- 56 children and parents attended the 35th Annual Doll Fair on Oct. 27th.

ARCHIVE

The Archive had 15 visits – in person, by telephone, or by e-mail. They included:

- Assistant to a local archaeologist who visited twice.
- Author of a lighthouse article, then one from her publisher.
- Locals researching Tlingit Dance, Tlingit music, and a Fort Seward building.
- A University of Alaska Anchorage and a University of Alaska Fairbanks student seeking information and photographs for papers.
- 4 contacts by KTOO seeking photographs and Steve Homer information for the 50th Anniversary documentary.
- NPS Anchorage seeking permission to use one of our photographs in a report.
- And, the often asked question of where Haines got its name.

COLLECTIONS

- Fuzzie Van Stauffenberg has been bringing in Eric Van Stauffenberg's research files for the museum's archive.

EXHIBITS

- Tresham Gregg's solo exhibition came down Oct. 13th
- Amy Gulick's nature photography based on her book, *Salmon in the Trees*, was open for viewing on Oct. 18th, Alaska Day. 46 people attended the reception and book signing on Sat., Oct. 20th. The exhibit will be up through Nov. 24th.
- The Museum received a grant from the Chilkat Valley Community Foundation to help pay for an exhibit of photographs and 1-page biographies of people from Haines history. Descendants and admirers of these people will be invited in a box-holder mailing to submit the photographs and bios.

The Haines Vol. Fire Dept. had one fire callout in October. The call was for a motor vehicle accident where there was no patient and personnel surveyed the scene for hazards. Fire callouts for 2012 total 19. The Haines Vol. Fire Dept. responded to 21 ambulance callouts in October. Calls included a fall, two with chest pain, a seizure, a headache, an alcohol poisoning, an airway obstruction, an extremity trauma, a general weakness, two recalls, 3 medical transports, a patient refusal, and six medivacs. Ambulance callouts for 2012 total 226. There were no SAR callouts. SAR callouts for 2012 remain at 1.

The first joint meeting for October was a business meeting followed by preplans for three housing units (Deishu Senior Housing, Dusty Trails, and Haines Senior Village). Groups went to each location and looked at access, water supply, hazards and other concerns. The ambulance training was differentiating assessment tactics in patients with medical concerns that are not clearly defined. Following this was a review of IV setup procedures and IV practice. The fire training was a review of ladders followed by practice raising, locking in, lowering and loading onto the apparatus.

Jenn Walsh successfully completed her Firefighter 1 class in Skagway. The 4 week class is challenging, but rewarding. Congrats. Fire prevention week was this month. Thanks to Lyle Huff, Jerry Blood, Al Giddings for helping with school classes and to all that helped with our open house with more than 50 coming by to experience the activities (using a fire extinguisher, the smoke room, an escape ladder, the jaws of life, blood pressure & pulse checks and fire truck rides).

Nomination for officers for 2013 opened this month with current officers agreeing for another term. There were no other nominations for any officer position, but nominations remain open till the joint meeting in November.

HVFD Fire 158 Ambulance 124 HVFD SAR

Total volunteer hours HVFD for 2012

HVFD Fire 1187 Ambulance 2337 SAR 80 Combined 3604 Hours

Respectfully submitted,


 Al Badgley
 HVFD Training Officer

HAINES BOROUGH PUBLIC LIBRARY

[Best Small Library in America 2005]

Director's Report
November 14, 2012

October Statistics

Circulation 7,665
Internet Use 1,370

Meeting Room Use: 15 groups, Total Attendance, 83
Library Programs: 53 , Total Attendance: 932

Updates

- The DirLead (Directors & Leaders) meeting I attended in October included discussions on library districting, hosted automation systems, consortiums and shared catalogs. Our guest speaker was Pam Sandlian Smith from the Anythink Libraries in Colorado. This library system has moved away from the Dewey Decimal System almost completely. I was also asked to share info and a short video about the Storyboard project. It was an informative meeting.
- The latest Evergreen upgrade, on Wednesday, Nov. 7, went smoothly. The primary changes were to the public access computers. We think people will find a much more user-friendly interface, increased speed, more new features in handling their own account and it will be easier for us to make modifications and adjustments. The library staff is very pleased with the new look and features.
- The OWL (Online with Libraries) grant offered libraries additional equipment. We received Zoom/Text magnifier software which is installed on one public computer for those with visual disabilities. We are awaiting a new public printer and 2 more laptops for check-out.
- Staff computer upgrades are 60% complete. Funding for the new computers is from designated legislative funds through Bill Thomas' office.
- The grant submitted to the Chilkat Valley Community Foundation was awarded to the Friends of the Library. The grant is to purchase new padded folding chairs, a storage rack and replace the existing closet doors with bi-fold doors for easier access to the existing closet space.
- We are next on the list for John Carlson. Work on the indoor storage spaces will begin later this month when he returns from a trip. The funding for this project is CIP requested money from FY11.
- I met with Carlos Jimenez on Friday Nov. 9th to update him on library building issues, particularly the boiler. I gave him a copy of the quote Ed Bryant received for replacement of controllers. He will check with Ed for further details. Although he was unable to attend the recent building committee meeting, he is eager to meet with us in the future.
- Bill Hall will be here Nov. 14-15. He plans to combine both the appreciative inquiry and World Café models of discussion at an open forum on Thursday from 4-5:30.
- We've had two shared programs this month using the videoconferencing equipment:

**LIBRARY DIRECTOR**

Patricia Brown

LIBRARY BOARD

Anne Marie Palmieri,
Chair

Heather Lende, Vice-
Chair

Richard Flegel, Treasurer

James Alborough,
Secretary

JoAnn Ross Cunningham

Cecily Stern

Lorrie Dudzik

Meredith Pochardt

Stacey Gala

1)We were invited to join The Friends of the Homer Public Library, for a Writing and Remembrance event featuring Heather Lende .

2)One of our monthly cultural programs became a shared event. Joe Hotch presented from Haines and Martha Hotch presented from Juneau. The Juneau library joined us for the program on Tlingit Law. Combined attendance was 42. Following the event, the program coordinator from Juneau contacted us to see if we could continue sharing monthly cultural programs. Jolanta will now be collaborating with the Juneau public library on a regular basis for these events. Exciting stuff.

Other

- As a former Best Small Library recipient, HBPL has been invited by the Gates Foundation to apply to attend a Global Libraries Peer Learning Meeting. This meeting will bring together “120 people covering the breadth of global and US-based grants” and will explore community engagement, building strong partnerships, assessing community needs, providing services to meet those needs and strengthening the base of support from which libraries are funded. Global Libraries will sponsor 2 Best Small Library recipients.
- The Library will be closed Nov. 22 and 23 for the Holiday and closed Saturday, the 24th for the Elves final preparations. The doors open at 3pm for the Holiday Open House.

SHELDON MUSEUM AND CULTURAL CENTER, INC
Board of Trustees Meeting Minutes
Thursday, September 20, 2012, 1:15 p.m. at the Sheldon Museum

CALL TO ORDER: 1:17 p.m. by Board President Frankie Perry

ATTENDANCE: BOARD – Frankie Perry, Diana Pyle, Pam Randles, Dave Pahl (via telephone), Janine Allen, Anastasia Wiley, Lorrie Dudzik and Michael Marks
 STAFF - Jerrie Clarke VISITORS – None
 BOROUGH LIAISON - Not present

ADDITIONS TO THE AGENDA:

Old Business: None
 New Business: Ad for Alaska Magazine

APPROVAL OF AGENDA: M/S Pam & Anastasia - approved

APPROVAL OF MINUTES: M/S Diana & Pam – approved

With the correction of “under use of Ripin Fund” to read *Using the donation will provide time for Stacie to scan the research documents.* Additional correction to include *The approval of all staff positions descriptions, except the Director’s position description.*

CORRESPONDENCE:

None

STAFF REPORT:

August 2012:

Paperwork was circulated that described Blythe’s percentage of time spent on operations, store, special events, IT and administration over a 12 month period.

FINANCIAL REPORT:

To be presented at next Board Meeting.

COMMITTEE REPORTS:

- Railing Committee met and viewed outdoor stairs and discussed improvement options. Dave is working on a drawing that will be shared at the next Board Meeting.
- Slogan Committee met and reviewed proposed slogans. It was determined that we could have a few slogan categories such as slogans that define the Museum, slogans that advertise the Museum and slogans that help brand the Museum or are used on Museum products. New ideas for slogans emerged that will be added to the list: “Epicenter of Learning” and “Spend an evening at your museum.” At the next meeting Blythe will prepare some logos with the final ideas for slogans to review.
- Governance Committee provided notes on the meeting with committee members, Mayor Scott and Debra Schnabel and subsequent emails. The Borough has two classifications for Borough entities, Departments and Components. It was determined that the Sheldon Museum is a Component. Other Components include the School, and the Klehini Fire Department. The Library used to be a Component but is now a Department. A Component is supported by the Borough but is an autonomous entity. The next step for the Governance Committee is to make suggestions to rewrite the code to clarify that the Museum is a Component, review things that don’t apply and review our by-laws. Dave was concerned that we are a public charity and a Borough entity. Mayor Scott had no problem with this fact. As a Component the Borough can still provide the employees with union and PERS benefits but can still change funding levels if they so desire. The committee will review the particulars of being a Department vs a Component.

OLD BUSINESS:

- Describing the Director Position: Changes were made in the Director's position description, which focused on the requirement that the Director be a Business Manager with experience in Museum Studies. A motion was made to approve the new Director Position Description. M/S Diana & Anastasia - approved
- Advertising the Director Position: It was shared that the Borough will now be able to post the Museum Director's position in the channels they typically use. It was discussed that this is such an important role for the Museum that we should look at alternative channels to supplement the Borough's position postings. A motion was made to allocate up to \$500 for Jerrie to post the position with other sources such as General Museum lists, Small Museum lists, Western Museums web site and possible other independent web sites. Motion to approve up to \$500 in advertising for the new Director position. M/S Michael & Anastasia - approved
- Leo Jacobs Totem Pole: Photographs were displayed showing the totem pole with feedback from Jim Heaton that the pole displayed some damage. The owner is requesting \$10,000 and will ship it free to the Museum from Colorado. Leo studied at AIA and was a respected carver who has since passed away. He was a contemporary of Carl Heinmiller. Dave asked how tall the pole is, and it was suggested that it may be about 5 feet tall. It was discussed where the funds would come from. Michael suggested that, for the same amount of money, we could hire local artists to conduct daily totem pole carving workshops in front of the museum next Summer to attract tourists to enter the Museum and then display this finished totem pole. It was decided that more information is needed to make a decision.

NEW BUSINESS:

- Harriet Brakken's Bequest: \$25,000 was generously donated to the Sheldon Museum. It was discussed what should be done with the money. Should some be placed in the Endowment, some in savings and some in Special Projects? Our current Endowment is about \$133,000 and earns interest of approximately less than a \$1,000 per year. Board was asked to think about how the money should be used and discuss at the next meeting. Michael mentioned that it might be wise to place the money in a Museum bank account and leave it as an enticement for the new Director. It would be a great incentive to the new Director if they knew there was \$25,000 that could be used for projects that they felt were needed to improve the Museum.
- Frankie's leave of absence: Frankie had informed the Board prior to the meeting that she and her husband need to relocate temporarily to the Lower 48 for medical reasons. She has asked Vice President Jim Shook to assume her duties in her absence, and he whole heartily agreed. By Frankie taking a leave of absence, it will be easier for the Board to obtain a quorum at meetings. Motion to approve President Frankie Perry's leave of absence. M/S Lorrie & Pam - approved
- Michael shared that he would like to sponsor an advertisement for the Sheldon Museum in the Southeast Alaska issue of Alaska Magazine which would come out prior to the tourist season next year. It was decided that the Museum would keep the same advertisement that has previously been used.

COMMITTEE MEETINGS:

Governance Committee will meet on October 8, at 11:00 a.m..

BOARD COMMENTS/DISCUSSION:

NEXT BOARD MEETING: Tuesday, October 9, 2012, at 1:15 p.m.

MEETING ADJOURNED at 2:47 p.m.

Respectfully submitted,
Michael Marks

SHELDON MUSEUM AND CULTURAL CENTER, INC
Board of Trustees Meeting Minutes
Tuesday, Oct. 23, 2012, at the Sheldon Museum

CALL TO ORDER: 11:33 p.m. by Acting Board President Jim Shook

ATTENDANCE: BOARD – Michael Marks, Lorrie Dudzik, Anastasia Wiley, Bob Adkins, Dave Pahl, Jim Shook, Pam Randles, and Janine Allen. Diana Pyle attended by phone: **STAFF** – Jerrie Clarke and Blythe Carter: **BOARD LIAISON** – Debra Schnabel **VISITORS** – None

ADDITIONS TO THE AGENDA: Under New Business – Hosting the Alaska State Museum Conference in Haines next year. *(This was added, but never discussed)*

APPROVAL OF AGENDA: approved by consent

APPROVAL OF MINUTES: M/S Michael & Anastasia – approved unanimously

CORRESPONDENCE: None

STAFF REPORT: SMCC's FaceBook page is doing well.

- Scott Pearce, Education Coordinator, is working out very well. Debra reminded him that SMCC may not be insured for field activities, but his field trips could be insured under the umbrella of the Borough's Community and Youth Development department.
- KTOO interviewed at the museum several folks about Steve Homer and the start of the AMHS.
- Blythe is learning web design, and will soon revamp our website.

FINANCIAL REPORT: Jerrie explained the Profit & Loss Statement. Several said that the present report form is unclear. Debra stated that SMCC's report form needs to be more easily understood and standardized with other Borough financial reports.

- Finance Committee will meet to discuss the problem.

COMMITTEE REPORTS: Slogan Committee – No further progress has been made. Blythe stated that we really need a specific purpose to come up with a meaningful slogan.

- Railing Committee – Dave showed plans and discussed the plan that he and Carlos Jiminez came up with. Jerrie will contact Carlos and Borough to see about funding. SMCC would like to expedite this project and finish it before freeze-up.

OLD BUSINESS: Continued discussion of plans for the new sidewalk railing.

- Leo Jacobs Totem Pole – Discussion regarding size, price, damage, evaluation, etc. Jerrie will ask for a more complete set of digital photos. Anastasia will research the matter of "wings" on the totem. Item was tabled until we get more information and photos.

NEW BUSINESS: Diana, Dave, and Janine's Board positions are expiring this year. They were all encouraged to write the Borough and express interest in continuing on the Board.

BOARD DISCUSSION: Jim reminded us that due to the present economy, FRUGALITY must be our watchword.

- Janine was concerned that her position on the SMCC Board might conflict with her job at the HB Public Library. Consensus was that all she had to do was recuse herself if there was a possible conflict.

- Short discussion regarding cooperation between the Library and the Museum on projects and funding.

COMMITTEE MEETINGS: Governance Committee – Monday, Nov. 12, 2012 at 11:00 a.m.

NEXT BOARD MEETING:

- Regular Board Meeting -Tuesday, Nov. 13, 2012, at 11:30 a.m

OTHER BUSINESS:

Motion m/s Michael & Pam – Moved that we go into executive session to discuss Jerrie Clarke's request to rescind her resignation, because this discussion in an open meeting may tend to prejudice the reputation and character of people involved. Passed unanimously.

Jerrie opted to not be present during the executive session.

Meeting temporarily adjourned to executive session at 12:15 p.m.

Regular Board Meeting called to order again at 3:35 p.m. Non-Board members were invited to return to the meeting.

Motion m/s Pam & Michael – Moved that we accept Jerrie's retraction of her resignation under conditions that will be specified in writing and discussed verbally as soon as is practicable. Passed unanimously.

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MEETING ADJOURNED at 3:38 p.m.

Respectfully submitted,

Bob Adkins, secretary

FYI ADDENDUM – RETREAT FOLLOW-UP from SMCC minutes of 5/17/12

- **RETREAT FOLLOWUP** – SMCC slogan was discussed. M/S Dave & Michael that several slogans be posted at the Open House for the public to vote on (*non-binding*) or to make further suggestions. Passed unanimously
 - Bob’s assignment – son-in-law is still in London. Will return soon.
 - Lorrie’s assignment – she has compiled a list of local organizations and non-profits who might be interested in using the museum for their meetings. Emblem Club in particular was discussed, so Jerrie and Frankie will look into this further.
 - SMCC Lobby is being rearranged, although there is still much more to do. Gordon Whitermore quoted \$460 (labor and materials) to box in the residue from the old security gate. M/S Jim & Lorrie to go ahead, with funds to come from wherever they can be found. Passed unanimously.
 - Karen and Jim will make a label for Jim’s display at the Visitor’s Center. Jim will install it.
 - Docent training for the Board will occur after the next Board meeting.
 - Dave met with the mayor regarding the damaged steps and railing. She says it’s our responsibility to come up with a specific plan. Since SE Roadbuilders will be removing the front sidewalk anyway, Jim volunteered to talk to Eddie Bryant and Brian Lempke (*Borough*) and SE Roadbuilders about removing the steps and railing at the same time. Then we can formulate a plan for replacing them.
 - Jim will e-mail his list of possible corporate donors to Jerrie.
 - Michael provided a very helpful package of materials regarding corporate donorship that his previous company used. It included procedures and visuals. Thanks Michael.
 - Jerrie said that Ann Myren and Cecilie Stern appeared to be our best bet for Strategic Planning, but we also are short of funds. She will continue to explore the possibilities.
 - Michael suggested putting two computer stations in the lobby, so staff could work up there on a scheduled basis. That way visitors’ first contact would be with professional museum staff. Dave suggested permanent office stations in the lobby, and allowing one or two interns to live downstairs in the “Hakkinen Apartment”. That would provide addition staffing at very little extra cost.

Tourism Advisory Board Meeting Agenda / Meeting Minutes

Thursday, September 27 – 9:30 am

Meeting Call to Order: Jason Gaffney – 9:32 am

Roll Call: Present - Ross Silkman, Karen Hess, Jason Gaffney, Judy Heinmiller, Jeff Butcher, Barb Mulford

Absent - John Hunt – working

Also Present - Tanya Carlson, Jerry Lapp, Daymond Hoffman

Approval of excused / unexcused absences: There was no action taken on excused / unexcused absences.

***Approval of Agenda:** Hess motioned to approve the agenda, Heinmiller seconded; all in favor of agenda.

Approval of Minutes: No minutes available for August meeting.

Public Comments: *Ice Rink – Daymond Hoffman*

Daymond Hoffman presented on a proposal the Haines Hockey Club has developed for a temporary hockey rink in the downtown corridor on the borough vacant lot along Main St. He feels that TAB is just one of the boards who could get behind this. There are recreation opportunities with this rink that would benefit visitors. There is also the possibility of hosting hockey tournaments with fellow southeast communities and Yukon. Hoffman thinks this could be a nice addition to Haines economically.

The hockey rink currently utilizes a lot at the fairgrounds. This is not visible and gets minimal use. Heinmiller asked what it would consist of on the property. The idea is for a temporary area with some boards and an area to be flooded. The club is talking with AP&T for lights.

Hess questioned the funds for maintenance. Hoffman said upkeep is all volunteer based. Silkman mentioned that it costs the fair nothing. Hess's concern is where this would go with the borough in the future. Is there expectation that the borough would take over all maintenance. Hoffman said the club is expecting to pay for its upkeep on their own. Mulford questioned if they had thought about utilizing the school track area. Heinmiller questioned if the borough would cover the liability. Silkman said there is currently a memorandum of agreement with the borough for liability of the ice rink at the fairgrounds.

Gaffney said he couldn't sign off on full support but rather interest to look into this further. Gaffney does like it but wants to see a more developed plan with possible cost estimates and future possibilities. There was discussion about using the ball field area just outside of town.

Carlson believes that if the rink can get established downtown it can help develop commerce in the downtown corridor with locals and visitors alike. The structure is planned to be temporary

but if it does prove to be useful in this area a more permanent structure could be developed in the future.

Gaffney will draft a letter to the Mayor and Manager in support of exploring this concept.

Chair Report:

Welcome Barb Mulford

Gaffney welcomes Barb Mulford to TAB and appreciates her interest and willingness to participate. He believes she will bring a lot of great things to the table. Gaffney has not talked with Rhonda yet but does want to invite her as a non-voting member of the board.

New Business:

State Fair Funding Support via Fund 23

Silkman had a discussion with the Assembly Member Schnabel about the process for funding the non-profits. The fair is not funded from the general fund like many of the other non-profits and Silkman is uncomfortable vying alongside the other non-profits in the public budget meetings. The fair receives their borough funds out of Fund 23, not the general fund. The other issue is that they don't know if they will receive the money until after some grant applications have passed which prevents them from showing community support.

Carlson commented that this was brought up during the Marketing Plan meeting earlier this year. Carlson said this was shot down in the long run but possibly if comes from the TAB as a recommendation it could get another look. The issue at hand is that there are some organizations that are funded out of Fund 23, like the Fair, on a regular basis.

There was discussion of how the process works each year for the non-profits.

Fund 23 funds:

Fair - \$14k

Snowburners - \$2k

Sportsman Association - \$2k

Little League Association - \$1500

Hess motions that the TAB support and advise the borough assembly that the usual money that is applied for each for events and taken from Fund 23 be added to the tourism budget during the planning process each year. Organizations would still have to apply. Mulford motions to amend the term event to agency.

Carlson feels that groups that are tourism related can come to TAB and make their requests. TAB can put the recommendation for funding in with the tourism budget and the Assembly would still have the final say but it would under the tourism discussion of the budget.

Hess amends her motion for the TAB to make a recommendation to the borough that those repeating agencies that receive money from Fund 23 that they can be written into the tourism budget early enough for review and to show money coming in for other grant processes for the agencies requesting. Heinmiller seconded. All in favor of amendment (Silkman did not vote due to conflict). All in favor of main motion.

Public Restrooms

Heinmiller has received several calls about no restrooms being available. She recalls us talking about this last year with the possibility of keeping the dock restrooms open through the eagle fest. Carlson advised everybody that that was the plan but she advised for them to be closed due to kids who started to utilize the restrooms as a hang out and they were getting trashed. It left us with no option but to close them or risk costly damage. Possibly if we get cameras in the future this will be an option.

Old Business:

Election of President / Vice President

It was decided to go ahead and vote for a new president seat. Gaffney had discussed with Silkman about going for the President seat. Silkman is willing and he is present year-round. Hess feels that Silkman will be a perfect fit.

Gaffney motions to elect Silkman as president for the remainder of Ahmuty's term which would be up in November. Heinmiller seconded the motion. All in favor, motion carries.

BackRoads Alaska

Carlson feels we are in a tough spot. Sitka is losing ships, the EPA ECA rule is still in effect and we don't give the revenue that Skagway offers so there is a lot against us. Carlson would like to visit the cruise lines again in January while at NTA in Orlando. The soonest we may be able to see a return is 2014 but she feels that may be pushing if things don't turn around.

Gaffney feels the cruise lines are looking at the ECA, competitive port development and economic downturn. All of these are ahead of Haines. Gaffney mentioned that we knew all this and that we knew it would be long multi-year development process. We do need to get the BackRoads website up and running and emailed off to the cruise lines. Gaffney doesn't feel that visiting the cruise lines at this time would be a key item given everything going on. The website would serve the same purpose and help begin an open dialog with the lines.

Silkman asked what the costs have been to move this project along. Carlson explained that we have spent very little outside of the trip to the cruise lines. All costs have been split with Sitka. Carlson also mentioned that the BackRoads logo has the possibility of growing into merchandise that can give \$1 back for every item sold to continue the BackRoads program.

Directors Update:

Ports & Harbor Committee and TAB Joint Meeting

The Ports & Harbor Committee will be holding a meeting to talk about the tariffs at the PC Dock including the Lightering Float. Carlson requested that it be a joint meeting with the TAB. The meeting will be held Thursday, October 11 at 11:30 am. This is something that directly affects tourism.

WACVB

The WACVB Annual Convention went very well. There were some nice technology items that Carlson will be looking into for the Visitor Center. Tammy received a scholarship to attend. This was the first tourism related convention she had attended and she found it very eye opening and educational.

Alaska Media Roadshow

Alaska Media RoadShow is coming up at the end of October. We'll be participating in this again and see if we can get some writers to visit and create some stories for magazines, etc. We do not have any new product this year which is something they always look for. Last year we only received one writer from RoadShow and their piece will come out next spring.

Vacation Planner

Alaska Media

Golden Circle

Carlson feels this is an important item. Haines and Whitehorse work very hard on this. Every 5 years we have a Golden Circle book made for the participating communities (Whitehorse, Skagway, Juneau and Haines). This year Skagway has decided not to participate so the book is currently stalled. The buy in cost is \$5000 per community which means the project is \$5000 short. Juneau only participate as a good neighbor, they don't really need to.

Carlson will try and talk with Buckwheat about his decision but will also start looking for other options in the Yukon.

Butcher will send Carlson some contacts from Carcross.

Board Comments:

Butcher will be leaving mid October. Hess will be leaving soon and gone all of October. Gaffney will be traveling but will call in for meetings.

Set Next Meeting Date: *Monday, October 15, 2012 – 9:30 am*

Assembly Chambers, Safety Building

Hess requests an excused absence for the next meeting.

Heinmiller motioned to adjourn, Hess seconded; all in favor. Meeting adjourned at 11:21 am.

Tourism Advisory Board Meeting Agenda / Meeting Minutes

Monday, October 15 – 9:30 am

Meeting Call to Order: Jason Gaffney – Vice President – 9:40 am

Roll Call: Present - Jason Gaffney, Judy Heinmiller, Jeff Butcher, Barb Mulford

Absent - Karen Hess, Ross Silkman, John Hunt

Also Present - Tanya Carlson

Approval of excused / unexcused absences: Silkman is on the ferry heading back to Haines and unavailable. Hess was excused at last month's meeting. Hunt is unknown. Due to circumstances, with no reminders or agenda getting out ahead of time, Butcher motioned to excuse all absences, Mulford seconded; all in favor.

Approval of Agenda:

Approval of Minutes: August 23rd, 2012 – Butcher motioned to approve, Heinmiller seconded; all in favor. September – pending

Public Comments: N/A

Chair Report: N/A

New Business: N/A

Old Business: *State Fair Funding Support via Fund 23*

Gaffney has been in contact with the Mayor. More information is needed to come out on both sides to see what is needed. Carlson feels that this should be revisited at a later date when both the Mayor and Manager may be able to attend. The reason is because the discussion was much larger than just looking at grant opportunities for the Fair.

Directors Update: *ATIA*

The annual convention went very well. A lot of questions were answered between ATIA and the state. The state, however, has yet awarded the RFP bid. Carlson did have a meeting with InnerSea Discoveries who will start coming to Haines late next year and then regularly in 2014.

Gaffney asked about attendance and business at the Convention. Mulford said it was very well attended and business was conducted just as it was at any other ATIA Convention. The stress on marketing rural communities. She would like to see another prominent face of Haines attend conventions like these to show that we do support things in person. Carlson said the attendance was greater than last year and record number of first timers.

Joint Ports & Harbor and TAB meeting

Silkman and Mulford attended the meeting. Carlson said it was a very long meeting to discuss the tariffs of the PC dock face and Lightering float. The PC Dock will increase 5% every year for 5 years. The Haines cruise tariff is very minimal compared to other ports and Carlson feels this will not make a big difference to the cruise lines.

The Lightering Float is the other portion. At the moment this has been tabled until March as nothing will increase for this summer. They have been looking at substantial tariff increases and it need to be looked at more closely.

Mulford felt there was a lack of information prior to the meeting. She would like to know what the funds are used for and what the break even would be. Revenues to the community from those companies utilizing the fast ferry need to come out so people know how important this service is. One of the number one points the cruise lines were reiterating during ATIA is that they do not want tour rates to be raised. Mulford would like to see some economic statistics for tourism in Haines.

Carlson feels that it needs to be stressed that our current traffic cannot be responsible to pay for the dock expenses in their entirety. What we need is more traffic to help increase the income to the dock.

Alaska Media RoadShow

Carlson leaves on Friday for this event. Every year they look for a new headline. Last year it was the Gold Tour tied in with the Discovery Channel show. This year Carlson has gone with 'The Most Economical Bear Watch in Southeast.'

Golden Circle

Carlson has not had the opportunity to speak with Buckwheat but she has talked with Caribou Crossing who is interested in possibly participating. Carlson would also like to speak with TIA Yukon to see if they would be interested in contributing but she would like to speak with Sheila, from the Whitehorse Chamber, first as she heads up this promotion.

Board Comments: Mulford feels we need to stay on top of the tariff issue.

Carlson reminded that November is election month for the board and that Butcher and Hunt's terms are up.

Set Next Meeting Date: *Wednesday, November 14, 2012 – 9:30 am*

Assembly Chambers, Safety Building

Gaffney motioned to adjourn, Butcher seconded; all in favor. Meeting adjourned at 10:27 am.

Parks and Rec

September, 5 2012

Members Present:

Darsie, Daymond, Ron, Logan, Marnie, Preston, Jen

Members Missing:

Jess, Melanie

Logan resigns due to going to college

Darsie – Haines 2015 -Haines Borough Facilities Master Plan – looking at 7 buildings 1. Technical analysis/economics 2. Needs Assessment 3. Funding Source Research – Developing further over the next three months. – Darsie departs due to other engagements

Board Members Seats – Logan and Jen expire in Nov.
Logan will not be able to continue his term due to College.
We hope Jen will consider applying again.

Marnie – resigning as chairman
No takers as of this meeting to fill in.

Discussion regarding our limitations as a committee and mounting frustration with feelings of lack of action.

Questions:

Parc and rec money – what was the final amount placed in the budget for 2013? – Marnie to ask Jila.

Cruise ship money – what are the stipulations around using these funds. Tanya is willing to come to the next meeting to discuss Battery Point Trail – Preston agrees to this discussion.

Logan – update on Skate Park – sign in book to demonstrate users – working on statistical analysis to demonstrate use and need for management.

Bike racks – Marnie needs to get back with Brian and Eric on custom bike racks for main st.

Circuit park – Daymond has ideas on how to make this happen.

Moving meeting days – Conflicts exist for multiple members – agreed to meet on Thursday next month instead of Wed.

Next meeting create a list of upcoming projects.
10/4/12 6pm - Library

Haines Borough Parks and Recreation Advisory Committee

Meeting Minutes, October 4, 2012

Members Present: Ron, Meridith , Daymond.

Members Excused: Jennifer, Jess, Marne, Melanie.

Guests: Preston, Tanya, Darsie.

Quorum: No.

Public Comments: Preston mentioned that he may be getting 1-2 trail counters, Chilkat Park road has been improved greatly, there may be an opportunity to get a surplus grooming machine from Anchorage. Preston will check it out.

- a. Community Ice Rink proposal. Reviewed proposal and heard various issues and aspects regarding it. We were all in support of it and will ask Marne to finalize her draft letter to the assembly.
- b. Chair position. Deferred due to lack of a quorum.
- c. Battery Point trail funding. Tanya described the Holland America grant program opportunity and Ron will work with her to get a request in. There is a desire to complete the trail rather than just do pieces each year. Some discussion was had about looking at ways to reduce cost through contracts, matching grants, adjusting standards of construction. Tanya felt that this would not qualify for cruise ship monies.
- d. Parc money available. Daymond reported that of the \$15000 that we were allocated for trail development, there is , after spending \$1117 for materials on the Riley trail repairs, \$13883 remaining. The feeling was that this was targeted for trails related work.
- e. Upcoming 2013 budget process. We should start this program early. Homework assignment: Come to the next meeting with 3-5 potential projects that are supported by the comp plan as a starting point for discussions on the budget request.

Next meeting: Due to a State Parks presentation on our regular Wednesday mtg time of Nov 7th regarding the scenic byways project, we moved the date to Thursday, Nov 8th, 6pm at the library. Members are encouraged to attend the byways presentation at 6pm in the Assembly Chambers.



**Haines Borough
Planning Commission Meeting
October 11, 2012
MINUTES**

Approved

1. **CALL TO ORDER/PLEDGE TO THE FLAG** – Chairman **Goldberg** called the meeting to order at 6:30 p.m. in Assembly Chambers and led the pledge to the flag.
2. **ROLL CALL – Present:** Chairman Rob **Goldberg**, Commissioners Rob **Miller**, Lee **Heinmiller**, Don **Turner III**, Danny **Gonce**, Andy **Hedden**, Robert **Venables** (Via Teleconference).

Staff Present: Steve **Ritzinger**, Xi “Tracy” **Cui**/Borough Planning and Zoning Technician

Also Present: Mayor Stephanie **Scott**, Borough Manager Mark **Earnest**, Tom **Morphet** (CYN), Greg **Podsiki**, David **Wilfong** (DNR) (Via Teleconference), Eric **Hosford** (Via Teleconference), Bill **Kurz**, Jack **Wenner**, Ron **Jackson**, Norman **Hughes** and others.

3. **APPROVAL OF AGENDA**

Gonce requested to add a discussion about Chilkat River Bridge.

Goldberg suggested adding it under other new business (10D4).

Motion: **Turner** moved to “approve the agenda as amended,” and the motion carried unanimously.

4. **APPROVAL OF MINUTES** – August 9, 2012 & September 13, 2012 Regular Meeting

Motion: **Miller** moved to “approve the August 9, 2012 Regular Meeting Minutes” and “approved the September 13, 2012 Regular Meeting Minutes.” It was amended to correct the September 13, 2012 Regular Meeting Minutes to remove “Absent: Rob Miller” from Roll Call. The motion carried unanimously.

5. **PUBLIC COMMENTS** –

Earnest mentioned that he welcomed Cui and introduced her to the Planning Commission. She is the new Planning and Zoning Technician in Haines Borough.

Earnest also mentioned that he appreciated Ritzinger for assisting Cui during the transitional phase.

6. **CHAIRMAN’S REPORT** –

Goldberg mentioned that he had a meeting with Debra Schnabel and Jean Smith. He requested for commissioners to think about a way to resolve the cul-de-sac and Oslund Drive issue. Smith’s property was on the plat Schnabel submitted, and there was no Right-of-Way for future Oslund Drive to go through.

Goldberg also mentioned that the Planning Commission should be getting a long plat from Schnabel which doesn’t have Smith’s property on it, and a separate short plat from Smith. Both of the plats will have the Oslund Drive right-of-way up to the eastern property line.

7. **STAFF REPORTS**

Ritzinger reported recent permitting and enforcement activity.

Ritzinger mentioned that the Borough got new ortho-imagery of Haines from Department of Commerce, Community, and Economic Development. The imagery was flown on September 11, 2011. The core area around Haines has a six inch pixel resolution and the regional area has two foot pixel resolution. The previous imagery of Borough was from 2003.

Ritzinger also mentioned that the Borough would get updated shapefiles and Geodatabases from Gary Greenberg who made the maps for the comprehensive plan.

8. PUBLIC HEARINGS

A. Greg and Teri Podsiki - Bed and Breakfast Conditional Use Proposal

Goldberg opened up the public hearing at 6:45 p.m.

Podsiki expressed that he would like to open two rooms at his home at Carr's Cove as a Bed and Breakfast, and that he will bring in a 9% sales and bed tax for the Borough.

Podsiki mentioned that he had followed all regulations in accordance with Haines Borough Code, and he requested an exemption from the requirement to hook-up to public utilities since his lot is one and a half miles from the nearest public sewer and water service.

Podsiki also mentioned that he had never had any problems in regard to his septic tank and drain field in 15 years, and that he contacted Brian Lemcke who was the subcontractor who built his house in 1985. Lemcke said that all septic work was completed according to DEC standards, and the on-site ground was excellent for the drain field.

Goldberg closed the public hearing at 6:47 p.m.

Motion: **Heinmiller** moved to "approve the Greg and Teri Podsiki – Bed and Breakfast Conditional Use Proposal" and the motion carried unanimously.

9. UNFINISHED BUSINESS - None

10. NEW BUSINESS

A. Historic District/Building Review - None

B. Haines Borough Code Amendments - None

C. Project Updates – None

D. Other New Business

1. Mount Riley Mining Claim

Goldberg mentioned that there was an application for mining exploration along Mud Bay Road south of Haines. There were obviously concerns over this application, and potential for major impacts to the adjacent residential neighborhood. The Planning Commission would hold a public forum to take comments from the residents on Mount Riley.

Wilfong mentioned that Mr. Hosford had been granted 9 mining claims. He was not granted a permit to do any mechanized work on any of his claims. Mr. Hosford submitted an annual hardrock exploration application to the Alaska Department of

Natural Resources requesting authorization to dig two exploration trenches on two of the nine mining claims. Two of the nine claims were found to be valid. One of the claims was on an estate where the surface belonged to the Haines Sportsman's Association while the mineral rights belong to the Bureau of Land Management. Mr. Hosford was required to get a permit through the Bureau of Land Management for subsurface exploration. The other claim was on the state Right-of-Way along Mud Bay Road. Mr. Hosford was required to get a permit from the AKDOT&PF, which may not be approvable by DOT.

Hughes questioned who owned subsurface rights on his property. Wilfong said the mineral rights belong to the state unless the property was purchased before Alaska became a state.

Goldberg questioned whether the zoning regulations would protect property owners from subsurface exploration on their properties if a mining claim is approved by the state.

Further discussion ensued.

2. Rezoning Survey Results

Goldberg mentioned that he sent out the survey to 60 property owners along Chilkat Lake Road, and to 13 Carr's Cove's property owners. The letters were sent out to gauge public interest in changing the zoning from general use to rural residential. The Borough received good responses to the rezoning survey. For the Carr's Cove area, the Borough received seven surveys; three property owners wish to remain in the general use zone, and three property owners wish to rezone. One Carr's Cove resident requested more information. For the Chilkat Lake Road area the Borough received 43 surveys; 22 property owners wish to remain in the general use zone, 19 property owners wish to rezone. Two property owners requested more information. The survey results are almost 50/50.

Hughes brought up the point that the Borough does not have parks identified in code.

The commission agreed to let Goldberg send letters to property owners explaining the results of the survey, and give the property owners' options to choose.

3. West Lynn Canal Highway

Wenner mentioned that the Assembly inserted a statement of support for a Juneau access road on the west side of the Lynn Canal into the comprehensive plan. He expressed the road plan on west side is more competitive than any plans on the east side.

4. Chilkat River Bridge

Goldberg mentioned that the Planning Commission would discuss this topic at next regular meeting because the topic was requested as an agenda item after the deadline.

11. COMMISSION COMMENTS

Scott questioned whether there are arrangements to improve parking in the downtown area, especially during the snow season. Cars parked on the street during snow removal are problematic for Haines Borough Public Works and for the state.

Earnest discussed the slump issue on Lutak Road. A proposed suggestions from PND Engineers is to establish policies through land use planning for clearing trees

Venables mentioned that he attended the recent Port Steering Committee meeting and the next Port committee meeting would be on October 25th.

12. **COMMUNICATION**

13. **SET MEETING DATES** – The next Regular Planning Commission meeting is scheduled for 6:30 p.m. on Thursday, November 8th.

14. **ADJOURNMENT**– 9:13 p.m.

Haines Borough Public Library
Approved Meeting Minutes
10/16/12

Call to Order: 4:05pm

Present: Dick Flegel, Cecily Stern, Anne Marie Palmieri, Stacey Gala, Heather Lende, Meredith Pochardt, James Alborough, Patty Brown.
Excused: Lorrie Dudzik, Jo Ann Ross-Cunningham

Additions or Revisions to Agenda

Consent Agenda Items

The following items are consent items for final action to be taken on all by a single vote. Any item may be removed for separate consideration if necessary.

Approval of Agenda

Approval of Minutes 09/12/2012

Director's Report

Patty added that Erik is working for the Borough for a few hours a week as Warren's "feet on the ground". We need a MoA to ensure that the job share is equitable and that a portion of the Health Insurance is covered.

M/S Lende/Stern to approve the consent agenda as amended. All approved.

Financial Report

Treasurer's Report for September (Dick)

Checking: \$29,844.73

Savings: \$14,195.95

CD: \$20,503.81

No check register available for signatures.

Discussion Items

Board member terms – Anne Marie

Dick, Stacey and Lorrie are up for renewal. Dick and Stacey agreed to serve new terms. Lorrie was not present, but we assume she would like to continue.

Department/Component Unit and Government Accounting Standards – a follow-up to Borough audit discussions

There is a question about whether the Library is a department or a component unit. A department has no budget of its own. Any budget surplus gets absorbed into the Borough general fund. A Component unit is closer to the status quo.

Various factors and issues were discussed:

Budget autonomy

Autonomy in decision making

The library board is unique. We are a policy making board.

The board should have been notified about the change in accounting practices.

There is no good reason to be a department.

According to national accounting standards: are we legally separate?

There is precedence for libraries to be component units for accounting purposes.
We need (and have) AK Non-profit status.
Our surplus is the result of fiscal prudence.

Necessary actions:

- * Because we were audited as a department, we need to apply to the assembly for this year's appropriation.
- * We need to request to be present at the presentation of the results of the audit.
- * We need written confirmation of our status as a component unit.

Patty and Anne Marie will draft a letter, including the relevant code.
Patty requested permission from the board to contact the auditors directly or to get a copy of the auditor's report.

Ad/Promotional Committee – determine members
James, Heather, Cecily, Lorrie, Stacey.
Send photos and quotes to James.

New Business

Bids for window cleaning & carpet cleaning

Funds are to be pulled from our savings.

Carpets: \$1,800 - \$2,000

Windows: approx \$750

Recommendation to do the cleaning after Christmas (also our tenth anniversary).

Possibly fold some of the work into the Borough maintenance budget.

M/S Lende/Albrough to appropriate funds from savings for cleaning. All approved.

Other

Set meeting times:

Building Committee - Nov 7 3:30pm

Budget Committee - TBD

Radio

October 19 (Meredith), November 9 (Heather)

Board Comments

Director's Comments

Next Meeting: Wednesday November 14th at 4pm.

Adjournment: 5:10pm

James Albrough
907-766-2082



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 12-155
Assembly Meeting Date: 11/27/12

Business Item Description:	Attachments:
Subject: Amend Title 16 to prohibit certain behaviors and give the harbormaster authority to suspend or revoke privileges Originator: Borough Manager (Agenda Bill by Clerk's Office) Originating Department: Administration Date Submitted: 8/7/12	1. Ordinance 12-08-302 - Current Draft 2. Proposed Additional Amendment to Section 16.28.030

Full Title/Motion:
 The following motion is already on the table: Adopt Ordinance 12-08-302 and it was seconded.

Administrative Recommendation:
 The manager recommends this ordinance.

Fiscal Impact:	Amount Budgeted	Appropriation Required
Expenditure Required		
\$	\$	\$

Comprehensive Plan Consistency Review:
 Comp Plan Policy Nos.: _____ Consistent: Yes No

Summary Statement:
 This ordinance was introduced on 8/28 and had public hearings on 9/11 and 10/23. It was postponed to 11/6 in order to consider additional amendments, at which time the ordinance was adopted, as amended. However, at the end of that meeting the adoption motion was reconsidered because of another possible amendment that had come to light. (That amendment is attached to this agenda bill.) Adoption was once again postponed, this time to this meeting. The following motion is on the table, and the assembly will simply resume debate: Adopt Ordinance 12-08-12.

Referral:
 Sent to: Port and Harbor Advisory Committee Date: 9/11/12
 Recommendation: Amend, Adopt Refer to: _____ Meeting Date: 10/11/12

Assembly Action:
 Workshop Date(s): _____ Public Hearing Date(s): 9/11, 10/23/12
 Meeting Date(s): 8/28, 9/11, 10/23, 11/6, 11/27/12 Tabled to Date: _____

An Ordinance of the Haines Borough amending Haines Borough Code Title 16, Sections 16.28.010 and 16.28.030 to prohibit verbal abuse, physical assault and threats against borough and harbor staff; physical assault and threats against members of the public while within the harbor; using port and harbor refuse containers for non-harbor or port refuse; refusing to comply with lawful directives by the harbormaster; and giving the harbormaster the authority to suspend or revoke the privilege of using borough port and harbor facilities.

BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

Section 1. Classification. This ordinance is of a general and permanent nature and the adopted amendment shall become a part of the Haines Borough Code.

Section 2. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held to be invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

Section 3. Effective Date. This ordinance is effective upon adoption.

Section 4. Amendment of Title 16. Haines Borough Code Title 16 is amended to clarify chapter titles to read as follows:

NOTE: **Bolded/UNDERLINED** ITEMS ARE TO BE ADDED
STRIKETHROUGH ITEMS ARE DELETED

Chapters:

- 16.20 Duties of **Vessel** Boat Owners
- 16.24 Harbor Nuisances
- 16.28 **Hazardous Conditions**, Prohibited Acts and Enforcement

Section 5. Amendment of Section 16.28.010. Haines Borough Code 16.28.010 is amended, by the addition of sections S – U, to read as follows:

NOTE: **Bolded/UNDERLINED** ITEMS ARE TO BE ADDED
STRIKETHROUGH ITEMS ARE DELETED

16.28.010 Prohibited Acts

It shall be unlawful for any **person** ~~vessel owner, master or manager or other person in charge of the operation of a vessel~~ using the borough port and harbor facilities, to commit any of the **following** prohibited acts:

A. To operate, or cause to be operated, any vessel, as defined in this title, within the limits of the borough port and harbor facilities, in excess of three miles per hour. All vessel operators are legally liable for any damages from their wake.

B. To operate, or cause to be operated, any vessel, as defined in this title, within the limits of the borough port and harbor facilities, in a negligent manner in willful and wanton disregard for the safety of persons or property.

C. To operate, or cause to be operated, any vessel, as defined in this title, within the limits of the borough port and harbor facilities, in a negligent manner likely to endanger the safety of person or property.

D. To throw or otherwise cause to be deposited gasoline, oil, trash, garbage or refuse on any float or into the water of the borough port and harbor facilities. **To use the borough port and harbor refuse containers for non-harbor or non-port refuse.** It is prohibited to leave snow removed from vessels on any dock, float, or finger.

- E. To fail to register with the harbormaster, as provided in HBC [16.20.010](#).
- F. To leave any vessel or floating structure moored at any of the borough port and harbor facilities unattended while any fire is burning thereon. Any such fire shall be deemed unattended unless the owner or operator is within 100 feet of the same.
- G. To start or allow to continue any fire on a float or dock.
- H. To create and maintain any nuisance within the borough port and harbor facilities.
- I. To conduct or carry on any unlawful business or occupation within the limits of the borough port and harbor facilities.
- J. To live aboard a vessel moored in the harbor at any time from October 15th to April 1st, except on a transient moorage basis for periods of two weeks or less. For any person or owner in charge of any dog or animal to allow or permit such dog or animal to run at large within the borough port and harbor facilities.
- K. To deposit, place or leave any cargo, merchandise, supplies, freight, articles or thing, including fecal matter deposited on docks, upon any float, ramp, walk or other public place in the borough port and harbor facilities, except while loading to or from a boat or vehicle.
- L. For any person or owner in charge of any dog or animal to fail to clean up after their animals.
- M. To tap, disconnect, interfere with, or tamper with any water outlet, water pipe, water connection, or any electrical wiring, electrical outlet, or electrical device of any kind installed or maintained in the borough port and harbor facilities by the borough without first having obtained the permission of the harbormaster.
- N. To interfere with any wharf, gangplank, ramp or any other facility of the borough port and harbor facilities.
- O. To write or post any written or printed matter or sign upon any bulletin board constructed or maintained by the borough without first having obtained the permission of the harbormaster.
- P. To erect, place, post or maintain any advertising matter, sign or other printed matter other than legal notices on any part of the borough port and harbor facilities without approval thereof first being obtained from the harbormaster.
- Q. To disregard, deface, remove, tamper with or damage any sign or notice posted or erected by the harbormaster or by the direction of the borough assembly relating to the use of mooring areas or other uses of the borough port and harbor facilities.
- R. To moor, berth, tie, attach or connect to any part of the Letnikof Cove facility any boat or other waterborne structure without paying the fees or charges prescribed in this title.
- S. To verbally abuse, physically assault, or threaten any borough or harbor personnel at any time. For the purposes of this section, "verbal abuse" means "fighting words" as that term is defined under Alaska law, and encompasses oral utterances which would be expected to provoke an immediate violent response in the average reasonable listener. "Verbal abuse" includes, but is not limited to, threatening significant physical harm or threatening or causing significant emotional harm to a person through the use of:**
- 1. Derogatory or inappropriate names, insults, verbal assaults, profanity, or ridicule; or**
 - 2. Harassment, coercion, threats, intimidation, humiliation, mental cruelty, or inappropriate sexual comments.**
- T. To verbally abuse, physically assault, or threaten other harbor users or members of the public while within the borough port and harbor facilities.**
- U. To refuse to comply with any lawful order of the harbormaster or his representatives.**

Section 6. Amendment of Section 16.28.030. Haines Borough Code 16.28.030 is amended, as follows:

NOTE: **Bolded/UNDERLINED** ITEMS ARE TO BE ADDED
~~STRIKETHROUGH~~ ITEMS ARE DELETED

16.28.030 Penalties for violations.

A. Any person violating any of the provisions of this title will be fined according to the fees set out in the most current assembly approved fee schedule.

B. In addition to the remedies under subsection A, the privilege of using the borough port and harbor facilities may be suspended or revoked if the harbormaster determines that suspension or revocation is in the best interest of the borough or other harbor users. Notice of suspension or revocation of privileges shall be delivered in person or by certified mail to ensure receipt, and, for the purposes of AS 11.46.320 -- 11.46.350, shall constitute a lawful directive by the person in charge of the premises to vacate and to refrain from entering all borough port and facilities for any reason for as long as the suspension or revocation is in effect. Failure to comply with the harbormaster's revocation of mooring privileges or an order to vacate may result in impoundment under Chapter 16.24.070 of this title. The remedies of this title are in addition to any civil and criminal remedies the harbormaster, Haines Borough, State of Alaska, or any other authority may have.

C. Any person or vessel owner whose privileges have been suspended or revoked has the right to an administrative hearing to determine whether there was probable cause for the suspension or revocation of privileges. The request shall be in writing submitted to the port and harbor advisory committee via the borough manager within five (5) business days of the suspension or revocation. Within fourteen (14) business days, the manager shall call a port and harbor advisory committee meeting to address the suspension or revocation. The hearing shall be conducted in an informal manner and shall not be bound by technical rules of evidence. At the hearing, the harbormaster shall carry the burden of establishing that probable cause exists to believe that the person or vessel owner violated a provision of this title and that suspension or revocation is in the best interest of the borough or other harbor users. If the port and harbor advisory committee determines that probable cause exists, the suspension or revocation shall be affirmed and continue to be effective until the harbormaster determines that revocation or suspension is no longer in the best interest of the borough or other harbor users.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS ____ DAY OF _____, 2012.

ATTEST:

Stephanie Scott, Mayor

Julie Cozzi, MMC, Borough Clerk

Date Introduced: 08/28/12
Date of First Public Hearing: 09/11/12
Date of Second Public Hearing: 10/23/12 – Adoption postponed to 11/6/12
Amended & Postponed to 11/27/12: 11/06/12

Proposed Additional Amendment:

Add the text "*of the receipt of the notice*" to subsection 16.28.030(C).
[highlighted in yellow below]

Rationale: It should be clear when the clock starts for the five business-day appeal period.

16.28.030 Penalties for violations.

A. Any person violating any of the provisions of this title will be fined according to the fees set out in the most current assembly approved fee schedule.

B. In addition to the remedies under subsection A, the privilege of using the borough port and harbor facilities may be suspended or revoked if the harbormaster determines that suspension or revocation is in the best interest of the borough or other harbor users. Notice of suspension or revocation of privileges shall be delivered in person or by certified mail to ensure receipt, and, for the purposes of AS 11.46.320 -- 11.46.350, shall constitute a lawful directive by the person in charge of the premises to vacate and to refrain from entering all borough port and facilities for any reason for as long as the suspension or revocation is in effect. Failure to comply with the harbormaster's revocation of mooring privileges or an order to vacate may result in impoundment under Chapter 16.24.070 of this title. The remedies of this title are in addition to any civil and criminal remedies the harbormaster, Haines Borough, State of Alaska, or any other authority may have.

C. Any person or vessel owner whose privileges have been suspended or revoked has the right to an administrative hearing to determine whether there was probable cause for the suspension or revocation of privileges. The request shall be in writing submitted to the port and harbor advisory committee via the borough manager within five (5) business days of the receipt of the notice of the suspension or revocation. Within fourteen (14) business days, the manager shall call a port and harbor advisory committee meeting to address the suspension or revocation. The hearing shall be conducted in an informal manner and shall not be bound by technical rules of evidence. At the hearing, the harbormaster shall carry the burden of establishing that probable cause exists to believe that the person or vessel owner violated a provision of this title and that suspension or revocation is in the best interest of the borough or other harbor users. If the port and harbor advisory committee determines that probable cause exists, the suspension or revocation shall be affirmed and continue to be effective until the harbormaster determines that revocation or suspension is no longer in the best interest of the borough or other harbor users.



Agenda Bill No.: 12-193
Assembly Meeting Date: 11/27/2012

Business Item Description:	Attachments:
Subject: FY13 Shared Fisheries Business Tax Program	1. Resolution 12-11-418 2. Program Information
Originator: Finance Director (agenda bill by clerk's office)	
Originating Department: Finance	
Date Submitted: 11/7/12	

Full Title/Motion:
 Motion: Adopt Resolution 12-11-418

Administrative Recommendation:
 The borough manager recommends adoption.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required
\$	\$	\$

Comprehensive Plan Consistency Review:

Comp Plan Policy Nos.:	Consistent: <input type="checkbox"/> Yes <input type="checkbox"/> No
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Summary Statement:
 This is part of the annual application process for receiving fish tax revenue from the State of Alaska.

Referral:

Sent to:	Date:
Recommendation:	Refer to: Meeting Date:

Assembly Action:

Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s): 11/27/12	Tabled to Date:

HAINES BOROUGH, ALASKA
RESOLUTION No. 12-11-418

A RESOLUTION OF THE HAINES BOROUGH ASSEMBLY ADOPTING AN ALTERNATIVE METHOD FOR THE FY13 SHARED FISHERIES BUSINESS TAX PROGRAM AND CERTIFYING THAT THIS ALLOCATION METHOD FAIRLY REPRESENTS THE DISTRIBUTION OF SIGNIFICANT EFFECTS OF FISHERIES BUSINESS ACTIVITY IN FMA 17: NORTHERN SOUTHEAST.

WHEREAS, AS 29.60.450 requires that for a municipality to participate in the FY 13 Alaska Shared Fisheries Business Tax Program, the municipality must demonstrate to the Department of Commerce, Community, and Economic Development that the municipality experienced significant effects during calendar year 2011 from fisheries business activities; and

WHEREAS, 3 AAC 134.060 provides for the allocation of available program funding to eligible municipalities located within fisheries management areas specified by the Department of Commerce, Community, and Economic Development; and,

WHEREAS, 3 AAC 134.070 provides for the use, at the discretion of the Department of Commerce, Community and Economic Development, of alternative allocation methods which may be used within fisheries management areas if all eligible municipalities within the area agree to use the method, and the method incorporates some measure of the relative significant effect of fisheries business activity on the respective municipalities in the area; and,

WHEREAS, The Haines Borough proposes to use an alternative allocation method for allocation of FY 13 funding available within the FMA 17: NORTHERN SOUTHEAST in agreement with all other municipalities in this area participating in the FY 13 Shared Fisheries Business Tax Program;

NOW, THEREFORE, BE IT RESOLVED that the Haines Borough Assembly by this resolution certifies that the following alternative allocation method fairly represents the distribution of significant effects during 2011 of fisheries business activity in FMA 17: Northern Southeast:

All municipalities share equally 50% of allocation; all municipalities share the remaining 50% on a per capita basis.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS ____ DAY OF _____ 2012.

ATTEST:

Stephanie Scott, Mayor

Julie Cozzi, MMC, Borough Clerk

Jila Stuart

From: Blood, Lawrence P (CED) [lawrence.blood@alaska.gov]
Sent: Thursday, November 01, 2012 12:53 PM
To: Jila Stuart
Subject: SFBT info

FMA 17: Northern Southeast Area

FY 13 Landing
Allocation

<i>Alternative Method*</i>	Total allocation:	50% Divided	50% per capita	
	\$42,186.05	\$21,093.02	\$21,093.02	Calculated
Community	Population	50% divided share	50% per capita share	Allocation
Angoon	466	\$3,013.29	\$260.73	\$3,274.02
Gustavus	460	\$3,013.29	\$257.38	\$3,270.66
Haines Boro	2,620	\$3,013.29	\$1,465.92	\$4,479.21
Hoonah	753	\$3,013.29	\$421.31	\$3,434.60
Juneau	32,290	\$3,013.29	\$18,066.63	\$21,079.92
Skagway	965	\$3,013.29	\$539.93	\$3,553.22
Tenekee Springs	145	\$3,013.29	\$81.13	\$3,094.42
Totals	37,699	\$21,093.02	\$21,093.02	\$42,186.05
Community Count	7			

* All municipalities share 50% of allocation equally; share remaining 50% on a per capita basis.

Lawrence Blood

Local Government Specialist V
Department of Commerce, Community, and Economic Development
Division of Community and Regional Affairs
907-465-4751
907-465-4761 fax

FY 13 SHARED FISHERIES BUSINESS TAX PROGRAM

PROGRAM DESCRIPTION

The purpose of the Shared Fisheries Business Tax Program is to provide for an annual sharing of fish tax collected outside municipal boundaries to municipalities that can demonstrate they suffered significant effects from fisheries business activities. This program is administered separately from the state fish tax sharing program administered by the Department of Revenue which shares fish tax revenues collected inside municipal boundaries.

Program Eligibility

To be eligible for an allocation under this program, applicants must:

1. be a municipality (city or borough); and
2. demonstrate the municipality suffered significant effects as a result of fisheries business activity that occurred within its respective fisheries management area(s).

Program Funding

The funding available for the program this year is equal to half the amount of state fisheries business tax revenues collected outside of municipal boundaries during calendar year 2011.

Program funding is allocated in two stages:

1st Stage: Nineteen Fisheries Management Areas (FMAs) were established using existing commercial fishing area boundaries. The available funding is allocated among these 19 FMAs based on the pounds of fish and shellfish processed in the whole state during the 2011 calendar year. For example, if an area processed 10% of all the fish and shellfish processed in the whole state during 2011, then that area would receive 10% of the funding available for the program this year. These allocations are calculated based on Fisheries Business Tax Return information for calendar year 2011.

2nd Stage: The funding available within each FMA will be allocated among the municipalities in that area based on the level of fishing industry significant effects suffered by each municipality compared to the level of effects experienced by the other municipalities in that FMA.

Some boroughs, because of their extensive area, are included in more than one fisheries management area. In these cases, the borough must submit a separate program application for each area.

FY 13 SHARED FISHERIES BUSINESS TAX PROGRAM

PROGRAM DESCRIPTION

There are Two Application Methods Possible: Standard and Alternative

Standard Method: In the Standard Method, established by the department, each municipality in the FMA must determine and document the cost of fisheries business impacts experienced by the community in 2011. These impacts are submitted by each municipality in their applications. The department will review the applications and determine if the impacts submitted are valid. Once the impacts have been established for each of the municipalities in the FMA, the department will calculate the allocation for each municipality using the following formula:

One half of the funding available within a FMA is divided up among participating municipalities on the basis of the relative dollar amount of impact in each municipality. The other half of the funding available to that area is divided equally among all eligible municipalities.

Alternative Method: Alternative allocation methods may be proposed by the municipalities within the FMA. The department will consider approving the use of a proposed alternative method only if all the municipalities in the area agree to use the method, and if the method includes some measure of the relative effects of the fishing industry on the respective municipalities in the area.

This application packet contains the instructions and forms for applying under either of these methods.

- The **yellow pages** are for applications using the standard method.
- The **pink pages** are to be used for alternative method applications.

The chart on the following page summarizes the process for these two methods.

FY 13 SHARED FISHERIES BUSINESS TAX PROGRAM

PROGRAM DESCRIPTION

September 1
Commerce mails program applications to municipalities

STANDARD METHOD

By no later than December 15
Each municipality determines and documents the cost of fisheries impacts on the community and submits this information with their application.

By no later than February 15
Commerce reviews applications, makes a determination as to the validity of the submitted impacts, and notifies the municipalities of this determination.

Within 30 days
Municipalities have 30 days in which to appeal Commerce's determinations regarding submitted impacts.

Within 20 days
Commerce will respond to appeals within 20 days after receiving them.

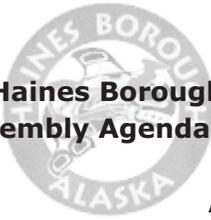
After all appeals are resolved
Commerce will perform the formula calculations for each FMA based on the relative impacts approved for each municipality in the FMA, and distribute the funding allocations.

ALTERNATE METHOD

By no later than November 1
All municipalities in an FMA work together to develop an alternate allocation formula and submit their proposal to Commerce. Municipalities are encouraged to consult with Commerce during this effort regarding the acceptability of alternative methods.

By no later than November 15
Commerce reviews alternate proposals, determines if proposals are acceptable, and notifies the municipalities of this determination. If the proposal is accepted, municipalities may then use the Alternative Method application. If the proposal is not acceptable to Commerce, the department will work with municipalities in an area to resolve problems. If the problems cannot be resolved, the municipalities in that FMA must apply using the Standard Method application.

By no later than December 15
Each municipality must submit an Alternative Method application. Commerce will distribute allocations after all applications within that FMA have been received and verified.



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 12-197
Assembly Meeting Date: 11/27/2012

Business Item Description:	Attachments:
Subject: Foreclosure of Property Foreclosures for 2008-2010 Originator: Finance Director (agenda bill by clerk's office) Originating Department: Finance Date Submitted: 11/9/12	1. Resolution 12-11-419 2. 2008-2010 Real Property Foreclosure List

Full Title/Motion:
Motion: Adopt Resolution 12-11-419

Administrative Recommendation:
The borough manager recommends adoption.

Fiscal Impact:		
Expenditure Required	Amount Budgeted	Appropriation Required
\$	\$	\$

Comprehensive Plan Consistency Review:	
Comp Plan Policy Nos. :	Consistent: <input type="checkbox"/> Yes <input type="checkbox"/> No

Summary Statement:
This authorizes the filing of a lawsuit for real property foreclosures for the years 2008-2010. Borough Administration is following the procedural requirements outlined in HBC 3.74 and AS 29.45.330.

Referral:			
Sent to:	Recommendation:	Refer to:	Date:
			Meeting Date:

Assembly Action:	
Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s): 11/27/12	Tabled to Date:

HAINES BOROUGH, ALASKA
RESOLUTION No. 12-11-419

A RESOLUTION OF THE HAINES BOROUGH ASSEMBLY AUTHORIZING THE FILING OF A LAWSUIT FOR THE FORECLOSURE OF MUNICIPAL REAL PROPERTY TAX LIENS.

WHEREAS, the delinquent real property tax for the years including 2008 through 2010 are presented to the Haines Borough Assembly by the Borough Manager; and

WHEREAS, the Alaska Statutes and Haines Borough Ordinances provide that the Borough shall enforce delinquent real property tax liens through *in rem* foreclosure proceeding against all real property for which property tax has not been paid in full; and

WHEREAS, the Borough has prepared a foreclosure list identifying properties for which the tax has not been paid in accordance with AS 29.45.330,

NOW, THEREFORE, BE IT RESOLVED by the Haines Borough Assembly:

Section 1. The Borough Clerk is directed to certify and publish the foreclosure list and provide notice of the commencement of the foreclosure action in accordance with AS 29.45.330; and

Section 2. The Borough Attorney is authorized to file a foreclosure action against all properties on the foreclosure list and to take all other steps as may be necessary and desirable to bring that case to judgment and to obtain tax deeds and/or obtain payment for the taxes, interest, penalty, and costs of foreclosure.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this _____ day of _____, 2012.

Stephanie Scott, Mayor

Attest:

Julie Cozzi, MMC, Borough Clerk



HAINES BOROUGH

2008-2010 REAL PROPERTY FORECLOSURE LIST

OWNERS NAME	TAX ID NO	LEGAL DESCRIPTION	2008 TAX	2009 TAX	2010 TAX	TOTAL TAX DUE	PENALTY/INTEREST/COSTS
ADAMSON III, JOSEPH	C-STM-02-0300	SANDSTROM SUB	-0-	636.52	1816.24	2452.76	See Note Below
ACQUISTAPACE, CLINT	C-207-TL-0420	TL 4B-2, a sub. of TL-4B	-0-	-0-	249.07	249.07	See Note Below
BECK, JEANNE	3-NCS-00-0800	NORTH CHILKAT SUB	-0-	-0-	1102.95	1102.95	See Note Below
BECK, JEANNE	3-NCS-00-1100	NORTH CHILKAT SUB	-0-	-0-	203.60	203.60	See Note Below
HALL, THOMAS	B-CKL-01-0900	CHILKAT LAKE SUB – LOT 9, BLK 1	-0-	308.83	305.91	614.74	See Note Below
HALL, THOMAS	B-CKL-01-1000	CHILKAT LAKE SUB	-0-	1050.66	1040.50	2091.16	See Note Below
HEAD IV, THOMAS F.	C-STR-03-1100	T31S, R59E, SEC 3, LOT 11	572.12	572.12	594.98	1739.22	See Note Below
HINMAN ESTATE, DIRK/ARCHIE	C-HHY-01-0650	ASLA 88-21	-0-	-0-	41.41	41.41	See Note Below
HORN IRREV. TRUST	2-EVS-02-0400	EAGLE VIEW SUB	567.21	1129.04	1151.79	2848.04	See Note Below
KING, MICHAEL/KIM	3-SKI-0A-1100	SKI HILL SUB	-0-	-0-	896.07	896.07	See Note Below
LAMBERTY, MICHAEL/TRACEY	3-SKI-0B-02A0	SKI HILL SUB	-0-	-0-	677.23	677.23	See Note Below
LONG, KAY/C.K.	B-DUN-0C-0200	LOT 2, BLOCK C	3026.50	3026.50	3083.29	9136.29	See Note Below
MARQUARDT, c/o GERALDINE	3-STB-00-0100	LOT 1-STARBURST SUB,part-Sec.26	283.14	279.14	283.70	845.98	See Note Below
MARQUARDT, JOHN/GERALDINE	3-HHY-26-1010	T28S R55E, SEC 26, LOT 14-PART	1074.51	1235.63	1255.94	3566.08	See Note Below
MEYERS ESTATE, DOROTHY	C-ALL-04-0100	ALLEN SUB	-0-	1109.90	1263.37	2373.27	See Note Below
MOSELEY, ANNA	C-MEA-01-010	LOTS 1 & 2	364.04	364.04	819.73	1547.81	See Note Below
O'DONNELL, TIMOTHY	B-EXN-12-0200	EXCURSION INLET NORTH SUB	-0-	-0-	598.21	598.21	See Note Below
PARDEE, EVA	B-CKO-34-0100	PORTION OF SEC 34, T28S, R57E	-0-	-0-	753.73	753.73	See Note Below
STEFANSKI, JOHN	3-MLR-00-0110	PORTION NE ¼, NW ¼, SEC. 26	253.22	249.64	253.73	756.59	See Note Below
THOMAS, CLIFFORD	C-ANY-04-0600	ANWAY SUB	-0-	-0-	307.32	307.32	See Note Below
WARD JR., CONNIE/TOM	C-PTC-01-0200	PORT CHILKOOT SUB	-0-	-0-	478.06	478.06	See Note Below
WILLIAMS, MARK/COLLEEN	C-PTC-0R-0900	PORT CHILKOOT SUB	983.34	983.34	1022.63	2989.31	See Note Below
WILLIAMS, , JR, THOMAS	C-TNS-07-3200	123 FRONT STREET HAINES TWNST	-0-	328.40	1381.60	1710.00	See Note Below

NOTE: PLUS PENALTY OF TEN PERCENT (10%), COSTS (INCLUDING, BUT NOT LIMITED TO, COURT COSTS AND COSTS OF PUBLICATION, AND ATTORNEYS FEES), AND INTEREST AT TWELVE PERCENT (12%) FROM DATE DUE UNTIL DATE PAID. FOR MORE INFORMATION

CALL THE HAINES BOROUGH OFFICE AT (907) 766-2231 EXT. 22.

THIS LIST IS AVAILABLE FOR PUBLIC INSPECTION AT THE OFFICE OF THE BOROUGH CLERK AT 103 3RD AVENUE, HAINES AK, AND A PETITION FOR JUDGMENT AND DECREE OF FORECLOSURE HAS BEEN FILED WITH THE SUPERIOR COURT IN HAINES, ALASKA.

Office of the Borough Clerk - Julie Cozzi, CMC



Agenda Bill No.: 12-198
Assembly Meeting Date: 11/27/2012

Business Item Description:	Attachments:
Subject: Support ADOT's Haines Highway Reconstruction and Chilkat Bridge Replacement Projects	1. Resolution 12-11-420 2. Project Information
Originator: Borough Manager (agenda bill by clerk's office)	
Originating Department: Administration	
Date Submitted: 11/14/12	

Full Title/Motion:
Motion: Adopt Resolution 12-11-420

Administrative Recommendation:
The borough manager recommends adoption.

Fiscal Impact:		
Expenditure Required	Amount Budgeted	Appropriation Required
\$	\$	\$

Comprehensive Plan Consistency Review:	
Comp Plan Policy Nos. : Page 134	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Summary Statement:
This resolution will ask the Governor, the Legislature, and the ADOT to support these projects, with the Chilkat River Bridge to be designed and constructed to the highest possible industrial standard; and the project schedules to proceed through the Statewide Transportation Improvement Program (STIP) process as expeditiously as practicable. The goal of this project is to bring the last portion of the Haines Highway up to National Highway System standards for design speed 55 mph by realigning, widening and straightening portions of the roadway. These upgrades will provide a safe, consistent and efficient roadway. DOT&PF is also planning to replace the existing Chilkat River Bridge, and is developing long-term solutions to debris flow problems near Mileposts 19 and 23. Funding for final design and construction of the first stage, Milepost 21 to 25.3 including replacement of the Chilkat River Bridge, is shown during Federal Fiscal Years 2012 through 2013 in the 2012-2015 STIP.

Referral:			
Sent to:		Date:	
Recommendation:	Refer to:	Meeting Date:	

Assembly Action:	
Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s): 11/27/12	Tabled to Date:

HAINES BOROUGH, ALASKA
RESOLUTION No. 12-11-420

A RESOLUTION OF THE HAINES BOROUGH ASSEMBLY SUPPORTING THE HAINES HIGHWAY RECONSTRUCTION AND CHILKAT BRIDGE REPLACEMENT MP 3.5-25.3 PROJECT WITH THE CHILKAT RIVER BRIDGE DESIGNED AND CONSTRUCTED TO THE HIGHEST POSSIBLE INDUSTRIAL STANDARD.

WHEREAS, the Alaska Department of Transportation and Public Facilities (ADOT&PF) is responsible for the planning, design, and implementation of the state transportation program; and

WHEREAS, the Statewide Transportation Improvement Program (STIP) is the state's four-year program for transportation; and

WHEREAS, the Haines Highway, including the Chilkat River Bridge, are part of the state transportation system; and

WHEREAS, the Haines Highway Reconstruction and Chilkat Bridge Replacement MP 3.5-25.3 project (hereinafter "Project") is included in the 2012-2015 STIP; and

WHEREAS, the Project will greatly address safety issues, including alignment, grades, curve radii, debris flow problems, and width, including installing 6-foot shoulders on both lanes for bicycle safety, as well as promote access, economic development, and jobs; and

WHEREAS, the Haines Borough Comprehensive Plan supports transportation safety improvements, access, jobs, and economic development, including ensuring that the Haines Highway can support the safe transport heavy industrial loads to and from the Yukon and Interior Alaska; and

WHEREAS, the Haines Highway Reconstruction and Chilkat Bridge Replacement MP 3.5-25.3 project is important for future economic development opportunities that could provide a benefit to the Borough, State of Alaska, and the Nation,

NOW, THEREFORE, BE IT RESOLVED that the Haines Borough requests that the Governor, the Alaska State Legislature, and the Alaska Department of Transportation and Public Facilities to support Haines Highway Reconstruction and Chilkat Bridge Replacement MP 3.5-25.3 projects, with the Chilkat River Bridge designed and constructed to the highest possible industrial standard;

AND, BE IT FURTHER RESOLVED that the Haines Highway Reconstruction and Chilkat Bridge Replacement MP 3.5-25.3 project schedules proceed through the STIP process as expeditiously as practicable.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this _____ day of _____, 2012.

Stephanie Scott, Mayor

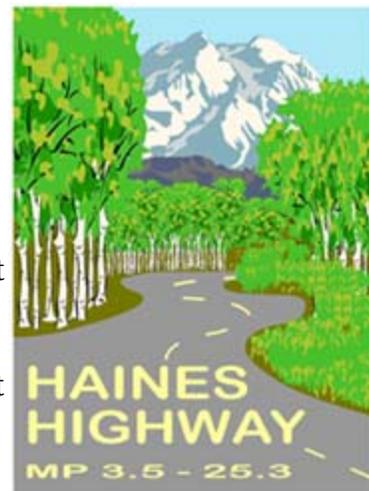
Attest:

Julie Cozzi, MMC, Borough Clerk

Alaska Department of Transportation & Public Facilities/ Southeast Region

Haines Highway Improvements Milepost 3.5 to 25.3 (Airport to Bluffs)

The Alaska Department of Transportation and Public Facilities (DOT&PF), in partnership with the Federal Highway Administration (FHWA), is proposing a project to upgrade the Haines Highway to current standards from Milepost 3.5 to 25.3. The Haines Highway, a designated Scenic Byway, connects the communities of Haines, Alaska and Haines Junction, Yukon Territory. This highway is one of two major highways out of the Southeast Alaska region, and is also an important international transportation system, as it connects the Alaska Marine Highway System in Haines with Canada.



The road, which was originally constructed in 1943, has been periodically upgraded over the years, with the portion from the Bluffs (Milepost 25.3) to the Canadian border (Milepost 40) being the most recently completed. During this last project, the design speed for Haines Highway was designated as 55 mph in order to make the U.S. and Canadian highways compatible.

The goal of this project is to bring the last portion of the Haines Highway up to National Highway System standards for design speed 55 mph by realigning, widening and straightening portions of the roadway. These upgrades will provide a safe, consistent and efficient roadway. DOT&PF is also planning to replace the existing Chilkat River Bridge, and is developing long-term solutions to debris flow problems near Mileposts 19 and 23.

The first stage of this project, which began in August 2005, includes preliminary alignment analysis, scoping, and environmental review. The first stage was suspended in September 2006 due to shortfalls in state transportation funding. Work was restarted in November 2008 and is now scheduled for completion in August 2012. The project team has finalized the alignment analysis and is nearing completion of the environmental analyses and documentation.

- Funding for final design and construction of the first stage, Milepost 21 to 25.3 including replacement of the Chilkat River Bridge, is shown during Federal Fiscal Years 2012 through 2013 in the 2012-2015 Statewide Transportation Improvement Program.

Department of Transportation
& Public Facilities
PO Box 112500
3132 Channel Drive
Juneau, Alaska 99811-2500
Phone: 907-465-3900 || 907-586-8365 (FAX)
State of Alaska © 2011 Webmaster

Project Information

- Haines Highway Project
 - » Home
 - » Project Documents

Alaska Department of Transportation & Public Facilities/ Division Name]

Status of Active Statewide Projects

Press your browser 'back' arrow to return to your search results.

Project Name: HNS HWY MP 3.5 TO MP 25.3, INCLUDING THE CHILKAT RIVER BRIDG

STIP Name: Haines Highway Reconstruction, MP 3.5-25.3

AKSAS #: 68606 **Federal Project #:** NH-SHAK-CA-CM-STP-0956(028)

Description: Funding: FHWA. Consultant - DOWL

Scope:

- 11/21/2002: Realign and widen, including replacement of the Chilkat River Bridge #0742. Straighten curves to meet 55mph design speed. Provide a long-term solution to debris flow problems near MP 19 and 23. Enhancements are planned along the Chilkat River and at the Mt. Ripinsky trailhead. Construct passing lanes in the MP 21 to 23 area. Environmental Document for passing lanes was under PJ 68058/IM-095-6(23) Haines Highway MP 21-23 Passing Lanes

Funding

Phase	Programmed	Expended	Encumbrance	Balance
Env. & design	\$4,769,200	\$4,123,322	\$402,194	\$243,684
Total	\$4,769,200	\$4,123,322	\$402,194	\$243,684

Project Phase: Env. & design

Start FFY: 2004

Funding Mode: STIP Project

Region: Southeast

Community: Haines

2012 House District: 34

Manager: VANALSTINE, MATTHEW J, 907-465-4456

Department of Transportation
& Public Facilities

PO Box 112500

3132 Channel Drive

Juneau, Alaska 99811-2500

Phone: 907-465-3900 || 907-586-8365 (FAX)

State of Alaska © 2011 Webmaster



Agenda Bill No.: 12-194
Assembly Meeting Date: 11/27/2012

Business Item Description:	Attachments:
Subject: Authorize purchase of a new patrol vehicle for the Police Department	1. Resolution 12-11-421 2. Purchase Order showing costs
Originator: Chief of Police (agenda bill by clerk's office)	
Originating Department: Police Department	
Date Submitted: 11/9/12	

Full Title/Motion:
 Motion: Adopt Resolution 12-11-421

Administrative Recommendation:
 The borough manager recommends this purchase.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required
\$ 26,167	\$ 28,500	\$ 0

Comprehensive Plan Consistency Review:

Comp Plan Policy Nos.:	Consistent: <input type="checkbox"/> Yes <input type="checkbox"/> No
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Summary Statement:
 A police patrol vehicle assigned to the Police Department has been identified for replacement and this purchase is in the FY13 CIP budget. The Chief of Police recommends a pickup be purchased, and he has utilized the State Equipment Fleet's database of contractors to determine the contractor that can provide the desired vehicle for the best rate to the borough. Budgeted Funds are sufficient for this purchase.

Referral:

Sent to:	Date:
Recommendation:	Meeting Date:
Refer to:	

Assembly Action:

Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s): 11/27/12	Tabled to Date:

HAINES BOROUGH
RESOLUTION No. 12-11-421

Draft

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 Police Department for an amount not to exceed \$26,167.

WHEREAS, a police patrol vehicle assigned to the Police Department has been identified for replacement and the Chief of Police recommends a pickup truck; and

WHEREAS, the State of Alaska, Department of Transportation and Public Facilities, State Equipment Fleet (SEF) Maintains contracts with several light duty vendors in Alaska; and

WHEREAS, Cooperative Purchasing is authorized on these contracts for qualified political subdivisions; and

WHEREAS, Haines Borough Code section 3.60.170(F) provides that, [w]hen it is advantageous to the borough to enter into a contract with a bidder for the same supplies or services such bidder is providing another Alaskan local government, the state of Alaska, or the United States, where such supplies or services are being provided the other governmental unit on the basis of formal bids submitted, and where the borough contract is on substantially the same terms as those bids; or to contract with or through such other governmental unit so that the benefit of the responsible bid accrues to the borough; and

WHEREAS, the Chief of Police entered the minimum requirements into the database provided by SEF and identified Kendall Ford of Wasilla as the vendor who could provide the desired vehicle at the lowest price; and

WHEREAS, this purchase will be funded by the Capital Improvement Projects fund, and available funds are sufficient for this purchase,

NOW, THEREFORE, BE IT RESOLVED that the Haines Borough Assembly authorizes the Borough Manager to execute a purchase order with Kendall Ford of Wasilla to purchase a pickup truck for the Police Department for an amount not to exceed \$26,167.

Adopted by a duly-constituted quorum of the Haines Borough Assembly this ____ day of _____, 2012.

Stephanie Scott, Mayor

Attest:

Julie Cozzi, MMC, Borough Clerk



HAINES BOROUGH, ALASKA
 P.O. BOX 1209 • HAINES, AK 99827
 Administration 907.766.2231 (fax) 907.766.2716

Police Dept. 907.766.2121 • (fax) 907.766.2128

PURCHASE ORDER

Budgeted Item? Yes No

PURCHASE ORDER – NUMBER: 3122

DATE: August 9, 2012

VENDOR:

Kendall Ford
 2701 E. Mountain Village
 Wasilla, AK 99654

DEPARTMENT: Police

G/L: CIP

% or Amt: 100%

DEPARTMENT:

G/L:

Quantity	Unit	Item / Description	Unit/Price	Total Amount
1		Ford ¾ ton 4X4 crew cab truck	23,196.00	23,196.00
		Bucket seats w/center console		510.00
		Cruise control/tilt steering		195.00
		Power window/locks&AC		1,623.00
		Am/fm/cd		228.00
		Mud flaps		108.00
		Running boards		307.00
			SHIPPING ESTIMATE:	0.00
			TOTAL:	26,167.00

Shipping Method: Best Way UPS: USPS:
 Other – Specify: will pick up

Kendall Ford
 Contact: Dave Luke
 Address: 2701 E. Mountain Village
 Drive
 Wasilla, Alaska 99654

Phone: 352-5677
 Fax:352-5629

3/4 ton 4x4 crew cab

<u>UNIT COST</u>	\$23,196.00
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AVAILABLE OPTIONS	Additional Cost	Comments/Notes
Turbo Diesel Engine		
40/20/40 Split Bench Cloth Seats		
Cloth Bucket Seats with Center Console	\$510.00	\$510.00
Cruise Control and Tilt Steering	\$195.00	\$195.00
Power Windows/Locks & Air Conditioning	\$1,623.00	\$1,623.00
AM/FM with CD	\$228.00	\$228.00
6.5' Bed		
Spray in Bed Liner, 6.5' Bed		
Spray In Bed Liner, 8' Bed		
Mud Flaps, HD Rubber, 4-wheels	\$108.00	\$108.00
HD Running Boards- Cab Only	\$307.00	\$307.00
Trailer Towing Package w/ Class IV Hitch	\$0.00	\$0.00
Plow Prep Package		
Up-Fitter Switches		
Shipping to Fairbanks		
Shipping to Juneau	\$0.00	\$0.00



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 12-191
Assembly Meeting Date: 11/27/2012

Business Item Description:	Attachments:
Subject: Authorize PSB Boiler Installation by Pacific Rim Mechanical Originator: Borough Manager (agenda bill by clerk's office) Originating Department: Administration Date Submitted: 11/7/12	1. Resolution 12-11-422 2. Email from Installer containing scope of work 3. Resolution 12-06-371 adopted 6/12/12 4. Summary of Work from 3/12 effort to solicit bids

Full Title/Motion:
 Motion: Adopt Resolution 12-11-422.

Administrative Recommendation:

Fiscal Impact:		
Expenditure Required	Amount Budgeted	Appropriation Required
\$ Approx \$85,000	\$ \$85,000	\$

Comprehensive Plan Consistency Review:
 Comp Plan Policy Nos. : Consistent: Yes No

Summary Statement:
 In March 2012, bids were solicited to replace the Public Safety Building boiler, but both bids greatly exceeded available funds. On 6/12/12, the assembly adopted Resolution 12-06-371 authorizing the manager to purchase a replacement boiler and associated equipment for the PSB for \$30,052 with the understanding that the installation would either be performed by borough maintenance staff or by a licensed mechanical contractor by force account (time and materials). Pacific Rim Mechanical, installer for the Chilkat Center and Senior Center boilers was available to install the PSB boiler, and local mechanical contractors declined to give a quote. The cost can be covered with a combination of 1) funds remaining in an Energy & Efficiency Conservation Block Grant, 2) an FY06 CIP appropriation for a PSB boiler, 3) remaining amount in an FY11 CIP appropriation for PSB improvements, and 4) CIP deferred maintenance funds.

Referral:
 Sent to: _____ Date: _____
 Recommendation: _____ Refer to: _____ Meeting Date: _____

Assembly Action:
 Workshop Date(s): _____ Public Hearing Date(s): _____
 Meeting Date(s): 11/27/12 Tabled to Date: _____

From: Shawn O'Brien [<mailto:shawnjobrien@gmail.com>]
Sent: Friday, November 09, 2012 1:33 PM
To: Carlos Jimenez
Subject: Itemized bills for Chilkaat and PS Building

Carlos,

I have put all the accounting in spread sheets for you to review. Please see Danielle's attached email also. I have also included the letter i sent to Brian dated the 14th of Aug when we were kicking around numbers for the projects. The Chilkaat center went a bit over what we anticipated but the Public Safety building will come in around what we had projected. The cost over run has to do with the extent of the work that was needed, that was also over and above our original proposal in order to complete the project. After getting into the project it was noticed that more of the piping and valves were completely deteriorated and needed to be replaced.

There is a bit more work to be done at the Chilkaat Center to complete the project in order to maximise the potential energy savings that are available to you now that you have an energy efficient boiler system. That is to add thermostats and zone valves to the facility so the system doesn't run "Wild" as it is doing now. We would replace the non electric zone valves with 24volt zone valves. That way there is a positive shut off of the heat to specific areas that are not being used or need to be heated occasionally for functions. There is a lot of building being heated that doesn't need to be heated all of the time. Just food for thought Carlos. If you want me to, i can give you an estimate of what it would take to do both Chilkaat Center and Public Safety for they are both in the same poor shape as far as energy savings.

As far as a scope of work for both projects, we have performed the following tasks:

- Replaced the boilers in both facility's with Modern energy efficient Models
- Replaced all the boiler room Pipe Valves and fittings in both Facility's
- Replaced the Boiler Flue all the way through the roof at Public Safety and all the single wall flue in the Chilkaat Ctr
- Replaced All the Heating Pumps in both facility's
- Replaced the Domestic Hot Water generation system in both facility's
- Replaced all the Boiler controls in both boiler rooms
- Replaced all the electrical components conducive to the Heating system
- Built house keeping pads for the boilers in conjunction with Borough employees Andus and Ed
- Installed Tiger Loops on the existing fuel systems
- Left spare pumps for the Borough Maintenance Dept in case of a pump failure this winter

Basically Carlos, we accomplished some well needed deferred maintenance in an Emergency situation, and in my opinion, the projects were completed at least one half of the cost of what it would have taken to put both projects out for bid. If you look at the Scope of work from the earlier "Public Safety building" design and bid amounts from contractors you will see that the only difference in the end product was a new underground fuel tank and piping and a new DDC system. I feel we saved the Borough a considerable amount of money and are very happy with

the end result. I believe Brian had mentioned the projects to your local Mechanical contractor and he had no interest in the projects because of his workload and the size of the installations.

Please be advised that both projects are close to completion. Final billing will be next week sometime and you will see an electrical invoice from my electricians on both projects and some late material invoices. Other than that the projects are complete and in operation.

Carlos, I hope this is what you needed from us and let it be known that we have really appreciated the opportunity to work with the Borough and your employees, you folks have been great to work with. We are looking forward to a great experience with community of Haines and as our Office location for Southeast construction and Complete HVAC and Plumbing opportunity's.

A Resolution of the Haines Borough Assembly authorizing Pacific Rim Mechanical to install the replacement boiler at the Public Safety Building for an amount not to exceed \$85,000.

WHEREAS, on March 29, 2012, the borough received two bids in response to a request for sealed bids (ITB) to replace the Public Safety Building (PSB) boiler, and the lowest base bid was \$134,741 which was higher than available funds for the project; and

WHEREAS, on June 12, 2012, the borough assembly adopted Resolution 12-06-371 authorizing the borough manager to execute a purchase order to purchase a replacement boiler and associated equipment for the PSB for an amount not to exceed \$30,052 with the understanding that the installation would either be performed by borough maintenance staff or by a licensed mechanical contractor by force account (time and materials); and

WHEREAS, Pacific Rim Mechanical, LLC was already in town to install boilers at the Chilkat Center and the Senior Center and was available to also install the Public Safety Building boiler; and

WHEREAS, the local licensed mechanical contractor declined the opportunity to provide a quote; and

WHEREAS, Pacific Rim Mechanical is expected to complete the installation for approximately \$85,000, and they accomplished the same scope of work included in the March 2012 ITB (therefore, combined with the cost of the boiler, the total boiler replacement cost is expected to be \$115,741); and

WHEREAS, the following sources of funding are sufficient for the installation:

\$15,000 - remaining in an Energy & Efficiency Conservation Block Grant,
\$15,000 - an FY06 CIP appropriation for a PSB boiler,
\$53,973 – remaining amount in an FY11 CIP appropriation for PSB improvements,
\$ 1,027 - CIP deferred maintenance funds,

\$85,000 Total,

NOW, THEREFORE, BE IT RESOLVED that the Haines Borough Assembly authorizes Pacific Rim Mechanical to install the replacement boiler at the Public Safety Building for an amount not to exceed \$85,000.

Adopted by a duly-constituted quorum of the Haines Borough Assembly this ____ day of _____, 2012.

Stephanie Scott, Mayor

Attest:

Julie Cozzi, MMC, Borough Clerk

HAINES BOROUGH
RESOLUTION No. 12-06-371

Adopted

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

WHEREAS, the boiler in the Public Safety Building has been identified as needing replaced; and

WHEREAS, the Haines Borough (Borough) has approximately \$20,000 of funding leftover in an Energy Efficiency Conservation Block Grant (Grant) that will be lost if not utilized very soon; and

WHEREAS, the Borough solicited bids from qualified, licensed contractors to replace the boilers; and

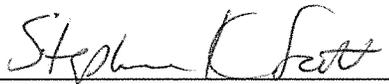
WHEREAS, the Borough received two bids in response to the solicitation, one for \$265,312, the other for \$283,700, and because the bids exceeded the budget and engineer's estimate, the project was withdrawn; and

WHEREAS, instead of contracting for the replacement of the boilers, the Director of Public Facilities recommends the borough purchase the boiler and associated equipment and have borough maintenance staff perform the installation, or a licensed mechanical contractor by force account; and

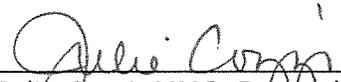
WHEREAS, this purchase will be funded by the remaining Grant funds and Capital Improvement Projects funds, and available monies are sufficient for this purchase,

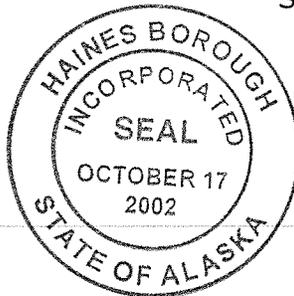
NOW, THEREFORE, BE IT RESOLVED that the Haines Borough Assembly authorizes the Borough Manager to execute a purchase order to purchase a boiler and associated equipment for an amount not to exceed \$30,052.

Adopted by a duly-constituted quorum of the Haines Borough Assembly this 12th day of June, 2012.


Stephanie Scott, Borough Mayor

Attest:


Julie Cozzi, MMC, Borough Clerk



SECTION 01010 – SUMMARY OF WORK

PART 1 - GENERAL

1.1 GENERAL

- A. The WORK to be performed under this contract shall consist of furnishing all plant, tools, equipment, materials, supplies, manufactured articles, labor, transportation and services, including fuel, power, water, and essential communications, and performing all WORK, or other operations required for the fulfillment of the contract in strict accordance with the Contract Documents. The WORK shall be complete, and all work materials and services not expressly indicated or called for in the Contract Documents which may be necessary for the complete and proper construction of the WORK in good faith shall be provided by the CONTRACTOR as though originally so indicated, at no increase in cost to the OWNER.

1.2 WORK COVERED BY THE CONTRACT DOCUMENTS

- A. The WORK includes removal of the existing heating plant, chimney breeching, circulating pumps, electric controls, oil delivery system, and the installation of one oil-fired boiler, circulating pumps, heating piping, oil delivery system, chimney breeching, and electronic controls. Alternate WORK includes removal of asphalt concrete pavement and underground storage tank, and replace underground steel tank and install leak monitoring system.

1.3 SITE OF THE WORK

- A. The site of the WORK is located in Haines, Alaska at the Public Safety Building located at 213 Haines Highway.

1.4 BEGINNING AND COMPLETION OF THE WORK

- A. Time is of the essence of the contract. All WORK shall be completed in accordance with the following schedule.

<u>WORK DESCRIPTION</u>	<u>COMPLETION DATE</u>
Substantial Completion	August 15, 2012
All WORK under the Contract Documents	August 30, 2012

1.5 CONTRACT METHOD

- A. The WORK hereunder will be constructed under a unit-price contract.



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 12-195
Assembly Meeting Date: 11/27/2012

Business Item Description:	Attachments:
Subject: Authorize Purchase of New Moorage Float for Excursion Inlet city dock <hr/> Originator: Harbormaster (agenda bill by clerk's office) <hr/> Originating Department: Port and Harbor Department <hr/> Date Submitted: 11/9/12	1. Resolution 12-11-423

Full Title/Motion:
 Motion: Adopt Resolution 12-11-423

Administrative Recommendation:
 The borough manager recommends adoption.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required
\$ 22,950	\$ 25,000	\$ 0

Comprehensive Plan Consistency Review:

Comp Plan Policy Nos. : page 191, last paragraph (future growth of EXI)	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
--	---

Summary Statement:

On 7/24/12, the borough assembly adopted a budget amendment ordinance that included a \$25,000 appropriation for purchasing a 10'x40' float for the Excursion Inlet city dock. This new float will expand the moorage capabilities for all types of vessels.

The harbormaster solicited quotes and the lowest is \$19,450. The price includes shipping to AML in Seattle. An additional \$3,500 will ship the float from Seattle to Excursion Inlet. This makes a total cost of \$22,950.

Referral:

Sent to:	Date:
Recommendation:	Meeting Date:
Refer to:	

Assembly Action:

Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s): 11/27/12	Tabled to Date:

HAINES BOROUGH
RESOLUTION No. 12-11-423

Draft

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to purchase a new float for Excursion Inlet for \$19,450 plus \$3,500 shipping for a total of \$22,950.

WHEREAS, through Ordinance 12-06-294 adopted on July 24, 2012, the borough assembly appropriated \$25,000 in CIP funds for the purchase of a 10'x40' section of moorage float for the Excursion Inlet city dock; and

WHEREAS, this new float will expand the tie-up capabilities for all types of vessels; and

WHEREAS, the harbormaster solicited quotes and received the following:

Marine Floats - \$19,450,
Matheus Lumber - \$22,500, and
Alpine Lumber - \$25,000;

and

WHEREAS, Marine Floats of Tacoma, Washington submitted the lowest quote, and the harbormaster and borough manager recommend purchasing the float from them; and

WHEREAS, all quotes included shipping only to AML in Seattle, and the additional cost to transport the float from Seattle to Excursion Inlet will be \$3,500; and

WHEREAS, the assembly's CIP appropriation is sufficient for this purchase,

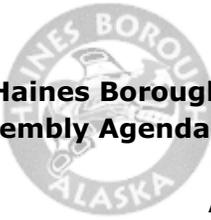
NOW, THEREFORE, BE IT RESOLVED that the Haines Borough Assembly authorizes the borough manager to purchase from Marine Floats a new 10'x40' section of moorage float for the Excursion Inlet city dock for \$19,450, and authorizes an additional \$3,500 to ship it to Excursion Inlet for a total of cost of \$22,950.

Adopted by a duly-constituted quorum of the Haines Borough Assembly this ____ day of _____, 2012.

Stephanie Scott, Mayor

Attest:

Julie Cozzi, MMC, Borough Clerk



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 12-196
Assembly Meeting Date: 11/27/2012

Business Item Description:	Attachments:
Subject: FY13 Budget Amendments	1. Ordinance 12-11-310
Originator: Borough Manager (agenda bill by clerk's office)	
Originating Department: Administration	
Date Submitted: 11/9/12	

Full Title/Motion:
Motion: Introduce Ordinance 12-11-310 and set a first public hearing for 12/11/12

Administrative Recommendation:
The borough manager recommends adoption.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required
\$ see ordinance	\$ see ordinance	\$ see ordinance

Comprehensive Plan Consistency Review:

Comp Plan Policy Nos.:	Consistent: <input type="checkbox"/> Yes <input type="checkbox"/> No
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Summary Statement:
This provides for the addition or amendment of specific line items to the FY13 budget, as described in the ordinance draft.

Referral:

Sent to: Finance Committee	Date:
Recommendation:	Refer to: Meeting Date: 11/27/12

Assembly Action:

Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s): 11/27/12	Tabled to Date:

AN ORDINANCE OF THE HAINES BOROUGH, PROVIDING FOR THE ADDITION OR AMENDMENT OF SPECIFIC LINE ITEMS TO THE FY13 BUDGET.

BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

Section 1. Classification. This ordinance is not of a general and permanent nature and shall not become a part of the Haines Borough Code of Ordinances.

Section 2. Effective Date. This ordinance shall become effective immediately upon adoption.

Section 3. Appropriation. This appropriation is hereby authorized as part of the budget for the fiscal year July 1, 2012 through June 30, 2013.

Section 4. Purpose. To provide for the addition or amendment of specific line items to the FY13 budget as follows:

(1) To appropriate \$52,250 of townsite service area general funds for design services related to Oceanview / Lutak Slope Movement mitigation measures as authorized by the assembly on 10/9/2012 with resolution #12-10-407.				
		Current FY13 Budget	Proposed FY13 Budget	Fund Balance Increase / (Decrease)*
02-04-00-7312	Professional services (Lutak Slope Movement)	\$0	\$52,250	(\$52,250)
(2) To appropriate \$14,000 of sewer enterprise fund user fees to replace old lighting fixtures with new energy efficient T5 High Output fixtures. The new lights will be about 50% more efficient and deliver about twice the light.				
		Current FY13 Budget	Proposed FY13 Budget	Fund Balance Increase / (Decrease)*
91-01-00-7371	Maintenance & Repairs – Sewer	\$20,000	\$34,000	(\$14,000)
(3) To adjust the FY13 appropriation for debt service (principal & interest payments) for the sewer fund USDA 1993 bond which was refinanced through an Alaska Municipal Bond Bank Authority (AMBBA) bond issue.				
		Current FY13 Budget	Proposed FY13 Budget	Fund Balance Increase / (Decrease)*
91-01-00-7510	Bond Principal	\$39,275	35,275	\$4,000
91-01-00-7520	Bond Interest	\$69,014	\$33,645	\$35,369
FY13 reduction in sewer debt service payments				\$39,369
(4) To appropriate \$9,200 of sewer enterprise fund user fees for bond counsel services related to the refinance of the 1993 USDA bond.				
		Current FY13 Budget	Proposed FY13 Budget	Fund Balance Increase / (Decrease)*
91-01-00-7312	Professional Services (legal)	\$0	\$9,200	(\$9,200)

(5) To appropriate an additional \$22,000 of sewer enterprise fund user fees for solid waste (sludge and screenings) disposal which is tracking higher than originally budgeted. The increase is needed in part because of \$3,650 of bills for FY12 which were not received until September. Also the amendment is needed in part due to an accumulation of sludge at the treatment plant due to FY12's disruption in processing sludge. (At the current rate for sludge and screenings disposal the total annual budget should be approximately \$24,000 with a regular year's volume.)

		Current FY13 Budget	Proposed FY13 Budget	Fund Balance Increase / (Decrease)*
91-01-00-7360	Utilities (sludge & screenings)	\$15,000	\$37,000	(\$22,000)

(6) To increase the areawide general fund budgeted revenue for Raw Fish Tax which came in higher budgeted:

		Current FY13 Budget	Proposed FY13 Budget	Fund Balance Increase / (Decrease)*
01-01-09-4363	State Revenue – Raw Fish Tax	\$180,000	\$326,812	\$146,812

(7) To appropriate \$9,500 of Lutak Dock enterprise funds to add 3" minus surface material to the dock.

		Current FY13 Budget	Proposed FY13 Budget	Fund Balance Increase / (Decrease)*
93-01-00-7230	Material & Equipment	\$5,900	\$12,900	(\$7,000)
93-01-00-7900	Work Orders – Public Works	\$1,500	\$4,000	(\$2,500)
Total for Lutak Dock surface materials				(\$9,500)

(8) To accept and appropriate \$70,000 of grant funds from the State of Alaska's Community Coastal Impact Assistance Program for Brown parcel acquisition and conservation.

		Current FY13 Budget	Proposed FY13 Budget	Fund Balance Increase / (Decrease)*
31-01-00-4341	State of Alaska Revenue	\$0	\$70,000	\$70,000
31-01-00-7392	Professional Services	\$0	\$70,000	(\$70,000)
				\$0

(9) To re-appropriate the balance remaining from a \$25,000 FY13 CIP appropriation named "pool blanket and salt generating system" for other pool structural and mechanical repairs.

		Current FY13 Budget	Proposed FY13 Budget	Fund Balance Increase / (Decrease)*
50-01-00-7392	Pool blanket & salt generating sys.	\$25,000	\$12,000	\$13,000
50-01-00-7392	Pool repairs	\$0	\$13,000	(\$13,000)
				\$0

(10) To appropriate \$33,500 to replace the Chilkat Center boilers. The total project cost is \$48,500 but \$15,000 has already been appropriated in FY13 in the CIP fund for "Chilkat Center Major Maintenance & Repairs." This \$15,000 would be combined with an operating transfer of \$18,500 from the areawide general fund and a re-appropriation of an unspent FY08 CIP appropriation of \$15,000 for "Chilkat Center Roof/Ramp Repairs." This project has already taken place and the Assembly was kept informed. An emergency contract was authorized by the manager due to the failure of the old boiler.

		Current FY13 Budget	Proposed FY13 Budget	Fund Balance Increase / (Decrease)*
01-98-00-8200	Transfer OUT - from General Fund	\$0	\$18,500	(\$18,500)
50-98-00-8200	Transfer IN – to CIP Fund	\$0	\$18,500	\$18,500
50-01-00-7392	Project Exp(FY08 Cctr Roof&Ramp)	\$15,000	\$0	\$15,000
50-01-00-7392	Project Expenditures (Cctr Boiler)	\$0	\$33,500	(\$33,500)
				(\$18,500)

(11) To adjust water and sewer fund revenue projections to reflect the revised rate schedule adopted in September 2012.

		Current FY13 Budget	Proposed FY13 Budget	Fund Balance Increase / (Decrease)*
90-01-00-4401	Water Service Revenue	\$320,000	\$331,000	\$11,000
90-01-00-4408	Cruise Ship Water Sales	\$8,000	\$10,000	\$2,000
90-01-00-4600	Misc. Revenue – Water	\$5,000	\$6,000	\$1,000
91-01-00-4404	Sewer Service Revenue	\$398,500	\$405,000	\$6,500
Increased utility revenue budget				\$20,500

(12) Adjust harbor payroll to reflect increased payroll for fuel sales. A slightly increased number of payroll hours was budgeted in FY12 to accommodate fuel sales activity. This increased number of hours was inadvertently not carried forward in the original FY13 budget.

		Current FY13 Budget	Proposed FY13 Budget	Fund Balance Increase / (Decrease)*
92-01-00-6110	Salaries & Wages - Harbor	\$133,520	\$138,420	(\$4,900)
92-01-00-6115	Employee Benefits - Harbor	\$46,308	\$48,408	(\$2,100)
				(\$7,000)

* A positive amount in this column is favorable. A negative amount is unfavorable.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on the ____ day of _____, 2013.

ATTEST:

Stephanie Scott, Mayor

Julie Cozzi, MMC, Borough Clerk

Date Introduced: 11/27/12
Date of First Public Hearing: ___/___/___
Date of Second Public Hearing: ___/___/___



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 12-163
Assembly Meeting Date: 11/27/12

Business Item Description:	Attachments:
Subject: 2013 Heliskiing Season Regulations	1. Ordinance 12-10-306 - as adopted on 11/6/12 with amendments added (includes map attachment with correction) 2. Memo from the mayor re. clerk's request for assembly confirmation of the incorporated amendments 3. Primary Amendments #1 & #2, as adopted, and the referenced memo by assembly member Schnabel
Originator: Borough Manager (Agenda Bill by the Clerk's Office)	
Originating Department: Administration	
Date Submitted: 9/4/12	

Full Title/Motion:
Motion: Reconsider the 11/6/12 Motion to adopt Ordinance 12-10-306.
(If the motion to reconsider is passed, the original motion to adopt the ordinance will once again be up for consideration.)

Administrative Recommendation:

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required
\$	\$	\$

Comprehensive Plan Consistency Review:

Comp Plan Policy Nos.:	Consistent: <input type="checkbox"/> Yes <input type="checkbox"/> No
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Summary Statement:
Ordinance 12-10-306 was unanimously adopted on 11/6/12 after being amended by two different conceptual motions. As directed, the clerk has prepared the ordinance for codification and would appreciate confirmation that it conforms to the assembly's intent. To allow for this, the clerk respectfully requests reconsideration of the motion to adopt. Followed by discussion and any necessary amendments, the motion to adopt may once again be voted on.

Staff explained on 11/6 that the ordinance map attachment contained an inadvertent error. The Takhin Ridge area near Jonathan Ward was incorrectly marked as being open for the entire season. It has been corrected to show that it is open only from February 1 through March 31.

Referral:

Sent to:	Date:
Recommendation:	Meeting Date:
Refer to:	

Assembly Action:

Workshop Date(s):	Public Hearing Date(s): 10/23, 11/6/12
Meeting Date(s): 9/11, 10/9, 10/23, 11/6, 11/27/12	Tabled to Date:

AN ORDINANCE OF THE HAINES BOROUGH AMENDING HAINES BOROUGH CODE TITLE 5 TO INCREASE THE FINE FOR VIOLATIONS OF BUSINESS PERMITS UP TO \$1,000 PER VIOLATION PER DAY, TO AMEND THE APPROVED COMMERCIAL SKI TOUR AREA MAP, TO ADOPT A SKIER DAY USE FEE, AND TO REQUIRE A SYSTEM FOR RECEIVING AND RESPONDING TO COMPLAINTS.

BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

Section 1. Classification. Sections 5-8 of this ordinance are of a general and permanent nature and those provisions, if adopted with or without amendment, shall become a part of the Haines Borough Code.

Section 2. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held to be invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

Section 3. Effective Date. Section 6 shall be effective January 1, 2014. The remainder of this ordinance is effective upon adoption.

Section 4. Legislative Findings. The Assembly finds as follows:

- A. The Haines Borough regulates various business operations conducted within the Borough by requiring annual permits.
- B. The Borough incurs significant annual costs associated with the permit system which are only partially recovered through permit fees. Commercial ski tour permits, in particular, have greater administrative costs associated with the permit system than other types of business permits. Such costs are estimated to exceed \$9,000 per year in staff time and the cost of outside consultants.
- C. The current penalty for violation of business permits of \$300 per violation per day does not provide a sufficient incentive for compliance with Borough code and permit conditions. It also does not provide sufficient incentive for the Borough to request a court to impose a penalty for non-compliance.
- D. The current approved commercial ski tour areas map could be improved to increase the relationship between approved commercial ski tour areas and natural topography of skiing and snowboarding routes and landing areas.

Section 5. Amendment of Section 5.04.140(A). Section 5.04.140(A) of the Haines Borough Code of Ordinances is amended to read as follows:

NOTE: **Bolded/UNDERLINED** ITEMS ARE TO BE ADDED
~~STRIKETHROUGH~~ ITEMS ARE DELETED

5.04.140 Penalties.

A. Operation of any commercial tour or business enterprise for which a permit is required under this title without a permit, or the failure to follow any permit condition, shall constitute an offense punishable, upon conviction, by a fine not exceeding ~~\$300.00~~ **\$1,000** for each offense plus any surcharge required to be imposed by AS [12.55.039](#).

...

Section 6. Amendment of Section 5.04.130. Section 5.04.130 of the Haines Borough Code is hereby amended by adding a new subsection D to read as follows:

NOTE: **Bolded/UNDERLINED** ITEMS ARE TO BE ADDED

5.04.130 Fees designated.

 **D. Skier Day User Fee. Each commercial ski tour operator shall pay an annual nonrefundable fee in an amount equal to five dollars (\$5.00) per skier day used. The fee shall be paid no later than two weeks after the season ends for that year.**

Section 7. Amendment of Section 5.18.080(C)(1). Section 5.18.080(C)(1) of the Haines Borough Code of Ordinances is amended to read as follows:

NOTE: **Bolded/UNDERLINED** ITEMS ARE TO BE ADDED

C. Allocation of Skier Days.

1. At the time of an application for each commercial ski tour permit authorized by this chapter, the permit applicant shall request an allocation of skier days. **Commercial ski tour permit applications and requests for allocation of skier days must be submitted to the City Manager no later than August 31 of each year for the following season. If the deadline falls on a weekend or holiday, applications and requests must be submitted no later than the following business day. The date of submission shall be determined by the postmark or, if hand delivered, by the date the application and request are delivered to the Borough Manager's office.**

Section 8. Amendment of Section 5.18.080(F)(3). Section 5.18.080(F)(3) of the Haines Borough Code is hereby amended to read as follows and the previously approved map is replaced with the map attached hereto:

NOTE: **Bolded/UNDERLINED** ITEMS ARE TO BE ADDED

F. General Permit Conditions and Regulations.

3. Commercial ski tours, commercial ski productions and special ski competition events shall be conducted only in areas identified on the map attached to the ordinance codified in this section which shall remain on file with the borough clerk and labeled "Haines Borough Approved Commercial Ski Tour Areas."

a. The Haines Borough Approved Commercial Ski Tour Areas map may be amended annually by assembly resolution.

 **b. Proposals for map amendments may be submitted to the borough manager from May 1 to May 31 each year. Proposals shall be in writing and include an illustration of the general subject area and rationale for the amendment in fewer than 500 words.**

 **c. After May 31 and prior to June 10, the manager shall convene an advisory committee to review the proposed map amendments. The committee shall be comprised of one commercial ski tour operator determined by random drawing of all permitted commercial ski tour operators; one citizen determined by random drawing of all persons who submitted map amendment proposals except commercial ski tour operators; one tourism advisory board member selected by the tourism advisory board; one parks and recreation committee member selected by the parks and recreation committee; and one Alaska Department of Fish and Game staff member who meets the residency requirements of HBC 2.60.060 and is**

knowledgeable of local wildlife habits. The committee shall organize itself as to procedure and shall make a recommendation to the manager on or before June 30. The manager will not be bound to the recommendations but shall present them to the assembly for consideration.

Section 9. Amendment of Section 5.18.080(F). Section 5.18.080(F) of the Haines Borough Code is hereby amended, as follows:

NOTE: **Bolded/UNDERLINED** ITEMS ARE TO BE ADDED
STRIKETHROUGH ITEMS ARE DELETED

F. General Permit Conditions and Regulations.

7. The borough will establish a system for receiving and responding to complaints from the public.

~~78.~~ Every commercial ski tour operator shall submit to the borough clerk annually a safety and operating plan that, at a minimum, will include (a) avalanche safety (addressing client safety, as well as safety of other backcountry users in the area); (b) helicopter safety; (c) emergency rescue procedures; **and** (d) guide requirements; ~~and (e) a system for resolving complaints from the public.~~

~~89.~~ Explosives shall not be used for avalanche control.

~~910.~~ Commercial ski tour operators shall annually register contracted helicopters, their N number, color scheme, and pilot's name with the borough.

~~1011.~~ Commercial ski tour operators shall provide mountain goat, and other wildlife sightings to the borough. The borough clerk will provide commercial ski tour operators with incidental wildlife observation forms to be filled out daily. These forms shall be submitted annually upon completion of the permit season.

~~1112.~~ The permittee is responsible for obtaining authorizations required by other agencies for the permitted activity. Each permittee will provide a copy of any other authorizations to the borough clerk.

~~1213.~~ Every commercial ski tour operator shall submit to the borough clerk a copy of a signed mutual aid agreement requiring all permittees to come to each other's aid in the event of an accident or a mechanical problem that strands a helicopter used to transport participants in a commercial ski tour away from a heliport.

~~1314.~~ Commercial ski tour operators transporting participants in a commercial ski tour or a special ski competition event or commercial ski production by helicopter shall use one of the following heliports;

- a. Haines Airport;
- b. The Stewart landing strip at 18 Mile Haines Highway;
- c. The heliport adjacent to the 33 Mile Roadhouse;
- d. Any heliport authorized by the Haines Borough planning commission as a

conditional use.

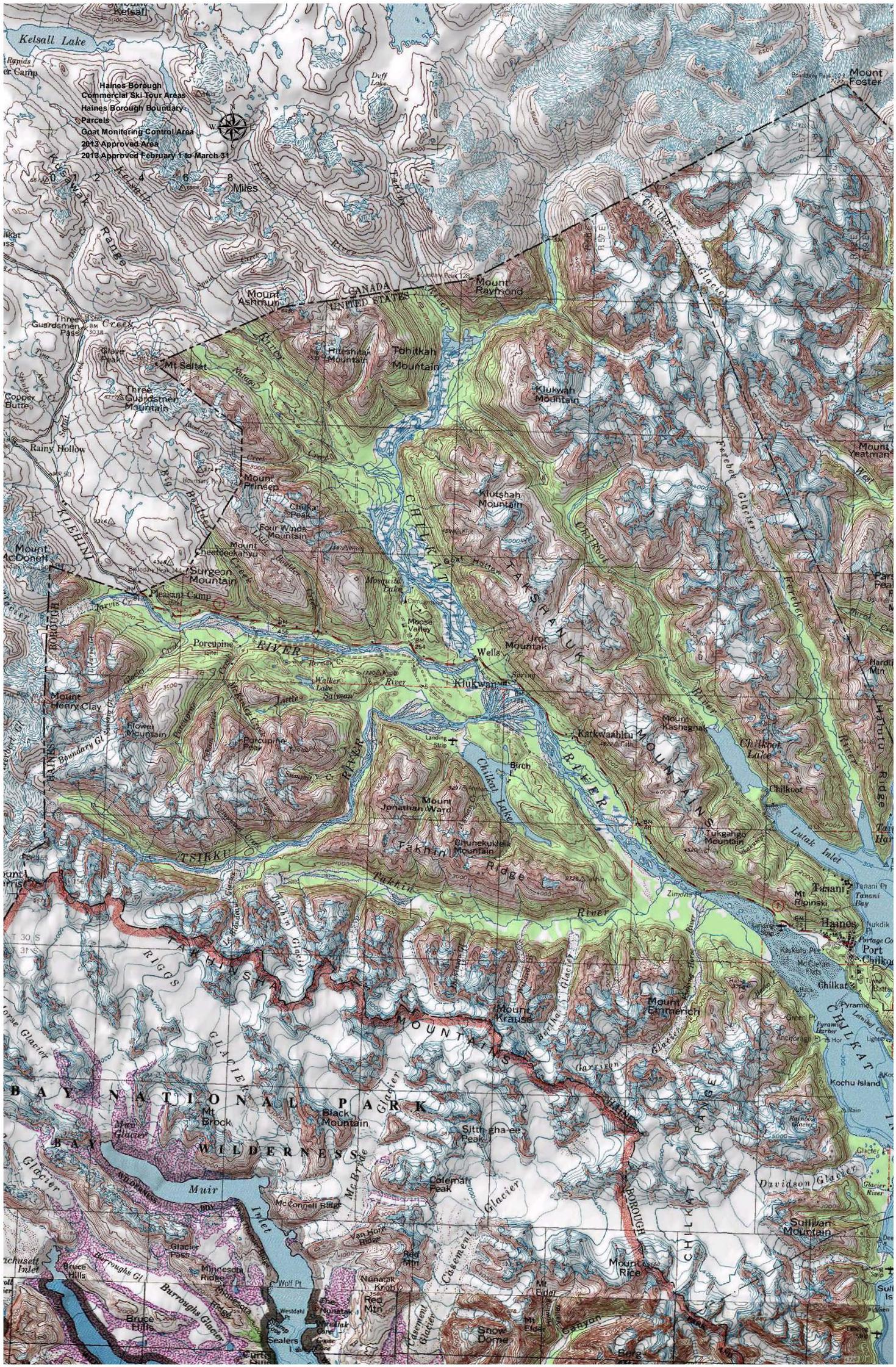
ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS 6th DAY OF NOVEMBER, 2012.

ATTEST:

Stephanie Scott, Mayor

Julie Cozzi, MMC, Borough Clerk

Date Introduced: 10/09/12
Date of First Public Hearing: 10/23/12
Date of Second Public Hearing: 11/06/12 - Adopted



Haines Borough
Commercial Ski-Tour Areas
Haines Borough Boundary
Parcels
Goat Monitoring Control Area
2013 Approved Area
2013 Approved February 1 to March 31



0 2 4 6 8 Miles

CHILKOOT MOUNTAINS

WILDERNESS

Muir Inlet
Burroughs Glacier
Glacier Pass
Minnesota Ridges
Bruce Hills
Wolf Pt
Westdahl
Sealers
McConnell Bluff
Van Horn Ridge
Nunatak (Kroon)
Red Mt
Caskemert Glacier
Snow Dome
Canyon

Chilkoot River
Chilkoot Inlet
Lutak Inlet
Chilkoot Lake
Chilkoot
Tukwahgo Mountain
Zimons Pt
Mt. Tanani
Mt. Pinski
Haines
Portage Co
Chilkoot
Pyramid
Lanslow Cove
Light
Kochu Island
Sullivan Mountain
Davidson Glacier
Glacier River

Memorandum

Haines Borough
Office of the Mayor
103 Third Avenue S.
Haines, Alaska 99827
sscott@haines.ak.us
Voice (907) 766-2231 ext. 30

November 10, 2012

To: Assembly

Cc: Julie Cozzi, Borough Clerk; Mark Earnest, Borough Manager

From: Stephanie Scott, Mayor, Haines Borough

Subject: Ordinance 12-10-306: Amending Title 5 (Heliskiing): Reconsider in order to confirm that statutory language crafted by staff to accommodate amendments adopted November 6, 2012 conforms to the intent of the amendments

I have asked Assembly member Lapp to move to reconsider his affirmative vote for Ordinance 12-10-306; he has agreed to do this for the sole purpose of enabling the Assembly to confirm that the language developed by staff, in accordance with the amendments adopted on November 6, does in fact adhere to the intent of the amendments.

I apologize for the inconvenience and any confusion this may cause either you or the public. It is the preference of the Clerk's office, and I concur, that ordinances and their amendments or substitutes should arrive before you as they will appear in code if adopted. This is not always possible because good ideas do not always arrive on schedule!

I do not think that anyone should feel constrained to offer an amendment just because it has not yet been drafted as code. However, I do think that when these amendments arise, it would be good practice to postpone adoption pending review of the language at the next regularly scheduled meeting. I believe that this strategy allows the ordinance to come back to you as "Unfinished Business." You can review the language and if it is acceptable, adopt the ordinance, and then I can sign it with confidence that the statute has been fully examined by the legislative body.

Thank you for your forbearance.

The following two amendments were passed on 11/6/12 prior to unanimous adoption of Ordinance 12-10-306.

Primary Amendment #1: "Incorporate the language in the 10/31/12 memo from assembly member Schnabel beginning with "[t]he borough manager" and ending with "local mountain goat habits," and that the ordinance be codified by the clerk," and the motion was amended to replace the text '*mountain goat*' with '*wildlife.*' (see attached memo)

Primary Amendment #2: "Have the user fees paid within 2 weeks of the end of the season and paid based on the number of skier days used."

October 31, 2012

To: Julie Cozzi, Clerk

Copy: Mark Earnest, Manager; Stephanie Scott, Mayor

I want to submit to the Assembly an amendment to the Heliski Ordinance scheduled for public hearing. I offer the language for your preparation and codification. Thank You.

The purpose of this amendment is to clarify under what conditions amendments to the heliski map will be considered by the Assembly.

The Borough Manager will receive proposals for amendments to the Heliski Map from May 1 to May 31 each year.

All proposals shall be written and submitted via email or on paper to the Manager and shall include an illustration to indicate at least the general subject area. The rationale for the proposed amendments shall be offered in no more than 500 words.

After May 31 and before June 10 the Manager shall convene an advisory committee to review the proposed amendments to the Heliski map. The committee shall organize itself as to procedure and shall make recommendation to the Manager on or before June 30 of that year. The Manager is not bound to the recommendations, but shall address the recommendations and prepare any proposed amendments to the map for the Assembly to accept or reject by resolution (alternatively, as provided for in this ordinance).

The advisory committee shall be composed as follows:

One Heliski Tour operator permittee, whose name shall be drawn at random from a list of all Heliski Tour permittees.

One citizen, whose name shall be drawn at random from a list of all people except Heliski Tour operator Permittees who submitted written proposals.

One member of the Tourism Advisory Committee who shall be appointed by the Tourism Advisory Committee.

One member of the Parks and Recreation Committee who shall be appointed by the Parks and Recreation Committee.

One staff member of the AK Dept. of Fish and Game knowledgeable of local mountain goat habits.



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 12-186
Assembly Meeting Date: 11/27/12

Business Item Description:	Attachments:
Subject: Extension of Manager Contract and Contract Review	1. Mayor's Memo Proposing Evaluation and Contract Review Schedules
Originator: Agenda Bill by the Clerk's Office	
Originating Department:	
Date Submitted: 10/23/12 during assembly meeting	

Full Title/Motion:
Following discussion of the mayor's proposal, the assembly may take action to establish a schedule for evaluating the borough manager and reviewing the terms of the contract.

Administrative Recommendation:

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required
\$	\$	\$

Comprehensive Plan Consistency Review:

Comp Plan Policy Nos. :	Consistent: <input type="checkbox"/> Yes <input type="checkbox"/> No
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Summary Statement:
Mayor Scott has prepared a proposed schedule (and an alternate) for the manager evaluation and contract review stipulated in the 11/6/12 assembly motion to "extend the manager's contract for an additional year pending a satisfactory evaluation by the assembly, and refer the content of the contract to the committee of the whole for review." She requests assembly action to establish an agreed-upon schedule.

Referral:

Sent to:	Date:
Recommendation:	Refer to: Meeting Date:

Assembly Action:

Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s): 10/23, 11/6, 11/27/12	Tabled to Date:

Memorandum

Haines Borough
Office of the Mayor
103 Third Avenue S.
Haines, Alaska 99827
sscott@haines.ak.us
Voice (907) 766-2231 ext. 30

November 11, 2012

To: Assembly

Cc: Julie Cozzi, Borough Clerk; Mark Earnest, Borough Manager

From: Stephanie Scott, Mayor, Haines Borough

Subject: Manager Evaluation/Contract Review Schedule

I find it much easier to stay on task if I set up a time-line. To that end, I propose the following schedules (a proposed and an alternate) for the manager evaluation and contract review stipulated in the November 6 Assembly motion to “extend the manager’s contract for one year pending a satisfactory review and to review the terms of the contract.” I believe that we should complete our process by late January 2013. This will give us plenty of time to consider further should contingencies arise.

The alternate dates extend the amount of time the Assembly would have to complete the evaluations and to develop individual suggestions regarding the terms of the contract. Both timelines do allow the Mayor the weekend to prepare a composite of the individual submissions.

I ask that you establish either the proposed (**bold**) or alternate (*italicized*) timeline, or perhaps a hybrid so that we can proceed according to an agreed-upon schedule.

Tuesday, January 8:

- Hard copies of manager evaluation forms distributed to the Assembly and to the Manager (for self-evaluation).
- Hard copies of the current manager’s contract distributed to the Assembly and to the Manager.

Friday, January 11 (Alternate date: *Monday, January 15*)

- Completed evaluation forms returned to the Mayor’s office by 5 PM.
- Written suggestions for changes to the Manager’s contract returned to the Mayor’s office

Monday, January 14: (Alternate date: *Monday, January 21*)

- Mayor distributes composite manager evaluation to the Assembly and to the Manager based on the responses from the 6 members of the Assembly.
- Mayor distributes a compilation of the contract changes to the Assembly and to the Manager.

Tuesday, January 15: (Alternate Date: *Tuesday, January 22* prior to regular Assembly meeting)

- Assembly meets as a Committee of the Whole to discuss the outcome of the manager evaluation and to discuss contract terms.

Tuesday, January 22:

- Assembly takes action on the Manager's contract.



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 12-199
Assembly Meeting Date: 11/27/2012

Business Item Description:	Attachments:
Subject: Mayoral Appointments	1. Mayoral Appointments 2. Requests for (re)appointment and Board Recommendations
Originator: Mayor Scott (agenda bill by the clerk's office)	
Originating Department: Mayor	
Date Submitted: 11/19/2012	

Full Title/Motion:
Motion: Confirm the mayor's reappointment of Jeff Butcher and appointment of Rhonda Hinson to the Tourism Advisory Board and appointment of Daymond Hoffman to the Parks & Recreation Advisory Board.

Administrative Recommendation:

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required
\$	\$	\$

Comprehensive Plan Consistency Review:
Comp Plan Policy Nos. : Consistent: Yes No

Summary Statement:
(Re)appointment requests have been received for seats on the Tourism Advisory Board (TAB) and Parks and Recreation Advisory Board (PRAC). The boards reviewed the requests and submitted recommendations. The mayor wishes to make the appointments and seeks assembly confirmation. All terms end November 2015.

Referral:
Sent to: _____ Date: _____
Recommendation: _____ Refer to: _____ Meeting Date: _____

Assembly Action:
Workshop Date(s): _____ Public Hearing Date(s): _____
Meeting Date(s): 11/27/12 Tabled to Date: _____

Mayoral Appointments 11/27/12

Tourism Advisory Board

Jeff Butcher – Reappointment – term expires 11/15
Rhonda Hinson – Appointment – term expires 11/15

This will leave 0 vacancies

Parks and Recreation Advisory Board

Daymond Hoffman – Appointment – term expires 11/15

This will leave 1 vacancy

Additional (re)appointments will be made in December as applications and board recommendations are received.

From: Tanya Carlson
Sent: Wednesday, November 14, 2012 12:09 PM
To: Julie Cozzi
Subject: TAB

Hi Julie,

Attached are the approved minutes from our last two meetings.

Our next regular meeting will be Tuesday, December 11 at 9:30 am. Seat elections will take place in this meeting.

We have a special meeting to discuss FY14 budget and Marketing Plan Tuesday, January 8 at 10 am in the Library.

I will make sure Ross emails you but the board approved recommendations to the Mayor for Jeff to retain his seat on the board and for Rhonda to join the board (she was in attendance today).

Cheers,

Tanya Carlson
Director of Tourism
Haines Borough



HOTEL
Halsingland
"NATIONAL REGISTER OF HISTORICAL SITES"

October 15, 2012

Stephanie Scott
Borough Mayor
Haines Borough
PO Box 1209
Haines, AK

Dear Mrs. Scott,

I am writing to express my interest in being re-appointed to the Tourism Advisory Board for the Haines Convention and Visitor's Bureau.

With my strong background in the hospitality industry and the fact that the Hotel Halsingland is an integral part of the success of Haines as a visitor destination, I feel I can continue to contribute greatly to the organization. In addition to being involved in the TAB for over 10 years, I have also served on the Juneau Convention and Visitor's Bureau Board for over five years and have served as President of the Alaska Hotel and Lodging Association. I have been involved in numerous other trade and civic associations.

If you wish to speak to me further about this request, I can be reached at 766-2000, via cell phone at 314-0820 or via e-mail at Jeff@HotelHalsingland.com. I look forward to continuing my association with the Haines Convention and Visitor's Bureau and I am dedicated to seeing Haines continue to develop as a strong player in Alaska tourism.

Sincerely,

Jeff Butcher
Owner
Hotel Halsingland

Haines Borough Application for Board Appointment

RECEIVED Haines Borough
JUL 24 2012
Clerk's Office

- Appointment** (I am not currently on the board)
- Reappointment** (I am currently a member of the board)

Check the board, commission, or committee for which you are applying :

<input type="checkbox"/>	Planning Commission	<input type="checkbox"/>	Boat Harbor Advisory Committee
<input checked="" type="checkbox"/>	Tourism Advisory Board	<input type="checkbox"/>	Fire Service Area Board #1
<input type="checkbox"/>	Chilkat Center Advisory Board	<input type="checkbox"/>	Fire Service Area Board #3 (Klehini)
<input type="checkbox"/>	Parks and Recreation Advisory Board	<input type="checkbox"/>	Letnikof Estates Road Maintenance Service Area Board
<input type="checkbox"/>	Museum Board of Trustees	<input type="checkbox"/>	Riverview Road Maintenance Service Area Board
<input type="checkbox"/>	Library Board of Trustees	<input type="checkbox"/>	Historic Dalton Trail Road Maintenance Service Area Board
<input type="checkbox"/>	Public Safety Commission	<input type="checkbox"/>	Four Winds Road Maintenance Service Area Board
<input type="checkbox"/>	Temporary (Ad-hoc) Board/Committee _____		

Name: Rhonda M. Hinson

Residence Address: 309 Myra Ln

Mailing Address: PO Box 253 Haines AK 99827

Business Phone: 907-766-2352 **Home Phone:** 907-303-2352

Fax: _____ **Email:** rhonda@alaskarods.com

I declare that I am willing to serve as a member of the designated board, commission, or committee. Please enter my name for consideration of appointment by the mayor, subject to confirmation by the assembly. I am a registered voter of the State of Alaska and have resided within the Haines Borough for at least thirty (30) days preceding this date or the date of appointment.*

Rhonda M Hinson
Signature of Applicant

7-23-12
Date

PLEASE BRIEFLY DESCRIBE YOUR QUALIFICATIONS (You may attach a resume):

I moved to Haines in 1974 and graduated from Haines High School. I graduated from Boise State University, taught in Oregon for several years and returned to Haines to care for my mother. I taught in Haines for 4 years and am now a business owner. My husband and I started our business as a manufacture/wholesale business selling our knives and healing salves. We opened a store in Haines 2 1/2 years ago selling our products and the products of many other artists. We love Haines and would like to help by serving on this board.

* HBC 2.60.020 - A member of a committee, board or commission shall be a resident of the borough as defined below...a person qualifying as a borough resident shall: A) Continue to maintain the person's principal place of residence within the corporate boundaries of the borough and have done so for at least 30 days immediately preceding the date of the person's appointment by the mayor; and B) Physically occupy said residence for at least 30 days immediately preceding the date of the person's appointment by the mayor.

From: Ron Jackson [mailto:ronphotos@hotmail.com]
Sent: Tuesday, November 13, 2012 10:31 AM
To: Julie Cozzi
Subject: Board Vacancy

Hi Julie. At our meeting last thursday our committee voted unanimously to forward Daymond's application to the mayor for her approval. We took no action on Kathleen's at this time.

We also voted the Chair/Vice Chair positions. I will be the Chair and Meridith will be the Vice Chair.

Also attached are the approved meeting minutes from Sept and Oct.

Thanks,
Ron.

Ron Jackson
PO Box 961
Haines, AK. 99827
907-766-3703

Haines Borough Application for Board Appointment



Appointment (I am not currently on the board)

Reappointment (I am currently a member of the board)

Check the board, commission, or committee for which you are applying :

<input type="checkbox"/>	Planning Commission	<input type="checkbox"/>	Boat Harbor Advisory Committee
<input type="checkbox"/>	Tourism Advisory Board	<input type="checkbox"/>	Fire Service Area Board #1
<input type="checkbox"/>	Chilkat Center Advisory Board	<input type="checkbox"/>	Fire Service Area Board #3 (Klehini)
<input checked="" type="checkbox"/>	Parks and Recreation Advisory Board	<input type="checkbox"/>	Letnikof Estates Road Maintenance Service Area Board
<input type="checkbox"/>	Museum Board of Trustees	<input type="checkbox"/>	Riverview Road Maintenance Service Area Board
<input type="checkbox"/>	Library Board of Trustees	<input type="checkbox"/>	Historic Dalton Trail Road Maintenance Service Area Board
<input type="checkbox"/>	Public Safety Commission	<input type="checkbox"/>	Four Winds Road Maintenance Service Area Board
<input type="checkbox"/>	Temporary (Ad-hoc) Board/Committee _____		

Name: DAYMOND HOFFMAN
 Residence Address: 6.5 MILE MUD BAY ROAD
 Mailing Address: P.O. 373 HAINES, AK 99827
 Business Phone: 760-2505 Home Phone: 314-0907
 Fax: 760-2505 Email: DAYMONDHOFFMAN@YAHOO.COM

I declare that I am willing to serve as a member of the designated board, commission, or committee. Please enter my name for consideration of appointment by the mayor, subject to confirmation by the assembly. I am a registered voter of the State of Alaska and have resided within the Haines Borough for at least thirty (30) days preceding this date or the date of appointment.*

D. Hoffman
Signature of Applicant

11/8/12
Date

PLEASE BRIEFLY DESCRIBE YOUR QUALIFICATIONS (You may attach a resume):

PARKS AND REC ADV. LIASON FOR ASSEMBLY 2010 - 2012
HAINES HOCKEY MEMBER
RECREATION ADVOCATE

* HBC 2.60.020 - A member of a committee, board or commission shall be a resident of the borough as defined below...a person qualifying as a borough resident shall: A) Continue to maintain the person's principal place of residence within the corporate boundaries of the borough and have done so for at least 30 days immediately preceding the date of the person's appointment by the mayor; and B) Physically occupy said residence for at least 30 days immediately preceding the date of the person's appointment by the mayor.



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 12-201
Assembly Meeting Date: 11/27/2012

Business Item Description:		Attachments:
Subject:	2013 Assembly Meeting/Agenda Preparation Schedule	1. 2013 Regular Assembly Meeting Agenda Preparation Calendar
Originator:		
Originating Department:		
Date Submitted:		
11/8/12		

Full Title/Motion:
Motion: Approve the 2013 Haines Borough Assembly Meeting and Agenda Schedule.

Administrative Recommendation:
This schedule is recommended by the clerk's office.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required
\$ None	\$ N/A	\$ N/A

Comprehensive Plan Consistency Review:

Comp Plan Policy Nos.: N/A	Consistent: <input type="checkbox"/> Yes <input type="checkbox"/> No
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Summary Statement:
It establishes the assembly regular meeting schedule for 2013 and clarifies the agenda & packet deadlines. Special meetings may still be scheduled, as needed.

Referral:

Sent to:	Date:
Recommendation:	Refer to: Meeting Date:

Assembly Action:

Workshop Date(s):	Public Hearing Date(s): 12/13/11, 1/10/11
Meeting Date(s): 11/27/12	Tabled to Date:

2013 Regular Assembly Meeting Agenda Preparation Calendar

Topic or Item Description to Clerk's Office for Inclusion on Agenda - 10:00am	Agenda Finalization Meeting - 3:30pm	Draft Legislation (Resolutions & Ordinances) to Clerk's Office - 5:00pm	All Other Packet Documents to Clerk's Office - 10:00am	Begin Packet Processing - 8:00am	Packet Published & Distributed - 5:00pm	Assembly Meeting - 6:30pm
<i>[Monday; a week plus a day prior to Assembly Meeting]</i>	<i>[Monday; a week plus a day prior to Assembly Meeting]</i>	<i>[Tuesday; one week prior to Assembly Meeting]</i>	<i>[Wednesday prior to Assembly Meeting]</i>	<i>[Thursday prior to Assembly Meeting]</i>	<i>[Thursday prior to Assembly Meeting]</i>	
Dec. 31	Dec. 31	Dec. 31 ¹	Jan. 2	Jan. 3	Jan. 4	Jan. 8
Jan. 14	Jan. 14	Jan. 15	Jan. 16	Jan. 17	Jan. 17	Jan. 22
Feb. 4	Feb. 4	Feb. 5	Feb. 6	Feb. 7	Feb. 7	Feb. 12
Fri. Feb. 15 ²	Feb. 15 ²	Feb. 19	Feb. 20	Feb. 21	Feb. 21	Feb. 26
Mar. 4	Mar. 4	Mar. 5	Mar. 6	Mar. 7	Mar. 7	Mar. 12
Mar. 18	Mar. 18	Mar. 19	Mar. 20	Mar. 21	Mar. 21	Mar. 26
Apr. 1	Apr. 1	Apr. 2	Apr. 3	Apr. 4	Apr. 4	Apr. 9
Apr. 15	Apr. 15	Apr. 16	Apr. 17	Apr. 18	Apr. 18	Apr. 23
May 6	May 6	May 7	May 8	May 9	May 9	May 14
May 20	May 20	May 21	May 22	May 23	May 23	May 28
Jun. 3	Jun. 3	Jun. 4	Jun. 5	Jun. 6	Jun. 6	Jun. 11
Jun. 17	Jun. 17	Jun. 18	Jun. 19	Jun. 20	Jun. 20	Jun. 25
Fri. Jun. 28 ³	Jun. 28 ³	Mon. Jul. 1 ³	Tues. Jul. 2 ³	Wed. Jul. 3 ³	Jul. 3 ³	Jul. 9
Jul. 15	Jul. 15	Jul. 16	Jul. 17	Jul. 18	Jul. 18	Jul. 9
Aug. 5	Aug. 5	Aug. 6	Aug. 7	Aug. 8	Aug. 8	Aug. 13
Aug. 19	Aug. 19	Aug. 20	Aug. 21	Aug. 22	Aug. 22	Aug. 27
Fri. Aug. 30 ⁴	Aug. 30 ⁴	Sep. 3	Sep. 4	Sep. 5	Sep. 5	Sep. 10
Sep. 16	Sep. 16	Sept. 17	Sep. 18	Sep. 19	Sep. 19	Sep. 24
Sep. 30	Sep. 30	Oct. 1	Oct. 2	Oct. 3	Oct. 3	Oct. 8
Oct. 14	Oct. 14	Oct. 15	Oct. 16	Oct. 18	Oct. 18	Oct. 22
Oct. 28	Oct. 28	Oct. 29	Oct. 30	Oct. 31	Oct. 31	Nov. 12
Dec. 2	Dec. 2	Dec. 3	Dec. 4	Dec. 5	Dec. 5	Dec. 10

¹ Day adjusted due to the New Year's Day holiday

² Days adjusted due to the President's Day holiday

³ Days adjusted due to the Independence Day holiday

⁴ Days adjusted due to the Labor Day holiday



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 12-200
Assembly Meeting Date: 11/27/2011

Business Item Description:	Attachments:
Subject: Authorize 2012 Holiday Pool Rates	1. Proposed Holiday Pool Rates 2. Regular Pool Rates
Originator: RaeAnn Galasso (agenda bill by the clerk's office)	
Originating Department: Parks and Recreation (Pool)	
Date Submitted: 11/8/2012	

Full Title/Motion:
Motion: Approve the special Christmas pool pass prices for the quarterly, 10-punch, and 20-punch until 12/31/2012, and authorize a donation of 10 pool pass gift certificates to the Salvation Army for the "Giving Tree."

Administrative Recommendation:
The borough manager recommends this.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required
\$	\$	\$

Comprehensive Plan Consistency Review:
Comp Plan Policy Nos. : Consistent: Yes No

Summary Statement:
Every year for the past several years, the borough assembly has authorized the special pool rates for the holiday season and a special donation for the Salvation Army. Once again, the assembly is asked to approve this.

Referral:
Sent to: _____ Date: _____
Recommendation: _____ Refer to: _____ Meeting Date: _____

Assembly Action:
Workshop Date(s): _____ Public Hearing Date(s): _____
Meeting Date(s): 11/27/12 Tabled to Date: _____

HAINES SWIM POOL CHRISTMAS SPECIALS

Sr's/Students - 10 PUNCH - \$20

20 PUNCH - \$35

Adults - 10 PUNCH - \$30

20 PUNCH - \$50



QUARTERLY (3 MONTHS)

SENIORS/STUDENTS - \$70

ADULTS - \$85

FAMILY - \$100

PURCHASE BEFORE DEC. 31!!!

FEE SCHEDULE	Session	10 punch	20 Punch	Quarterly
Students/Seniors & Showers	\$3	\$28.00	\$50.00	\$85.00
Adults	\$4	\$38.00	\$70.00	\$100
Family*	\$12			\$150
Wise Women or Wise Family	\$1	\$10	\$20	
Locker Rentals	\$5.00 month or \$50 year			
Pool Rental	\$50 hourly	\$80 two hours	Up to 25 people.	
Lobby Rental	\$10 hourly			

**Student (Age 4-17) Seniors (Age 60+) *Family means those in the immediate nuclear family household
Children must be at least 48" to swim without an adult/guardian and be able to pass the swimming test (swim across pool & back at lifeguards discretion). All non-swimming children need to be accompanied by a guardian. A "guardian" must be a responsible person at least 14 yrs. old and must accompany the non-swimmer at all times while in the water. 2 children per guardian maximum. Our schedule is subject to frequent changes. For swim lesson information please call or stop by the pool for an applications.



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 12-192

Assembly Meeting Date: 11/27/2012

Business Item Description:	Attachments:
Subject: Ring of Fire – Draft White Paper and Letters of Request for Assistance with BLM Plan	1. Ring of Fire - White Paper 2. Ring of Fire - Letter to Rep. Don Young 3. Ring of Fire - Letter to Senator Mark Begich 4. Ring of Fire - Letter to Senator Lisa Murkowski
Originator: Mayor and Manager (agenda bill by clerk's office)	
Originating Department: Administration	
Date Submitted: 11/13/12	

Full Title/Motion:

Motion: Approve the proposed draft white paper and letters of request for assistance.

Administrative Recommendation:

Approve drafts for Mayor's signature.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required
\$ None	\$ N/A	\$ N/A

Comprehensive Plan Consistency Review:

Comp Plan Policy Nos.: 3D4, Page 10	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Summary Statement:

The Ring of Fire is the title of the Bureau of Land Management (BLM) planning document for federal lands in our area. Several significant delays have caused an impact on the areas available for heliskiing. The delay with the document has impacted the 2013 heliski season as these BLM areas remain shut out for heli-skiing use pending the finalization of this plan in Washington, D.C. Attached are drafted letters from Mr. Gilman, the Haines Borough Lobbyist explaining the situation in a white paper and asking our U.S. Representative and Senators for their help to requesting the BLM finalize the Ring of Fire document.

Referral:

Sent to:	Date:
Recommendation:	Meeting Date:
Refer to:	

Assembly Action:

Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s): 11/27/12	Tabled to Date:

DRAFT

Memorandum

To: AK Delegation Staff

From: Brad Gilman & Sebastian O'Kelly

Re: BLM Ring of Fire SEIS & Haines Borough

Date: 11/13/2012

Haines Borough is growing increasingly concerned about delays by BLM to finalize its Supplemental Environmental Impact Statement ("SEIS") for an amendment to its Ring of Fire Resource Management Plan. This SEIS evaluates the Haines Bloc (BLM lands adjacent to both Haines and Skagway) to determine whether to designate lands within the Bloc as Areas of Critical Environmental Concern ("ACEC") or as Special Recreation Management Areas ("SRMA").

There are no roads in the Bloc. Human access is almost entirely via helicopter. Lands designated as ACEC would restrict helicopter access and landing in the interests of wildlife protection while SRMA designation (as exists now) allows helicopter access.

Helicopter tourism operators in Haines access Bloc lands for sightseeing, glacier visitation, and backcountry skiing. They currently receive this access through issuance of BLM permits. BLM has informed the operators that no new permits (or expansions of existing ones) can be issued until the SEIS has been completed.

The BLM/Anchorage Field Office has also told the Borough that the final document awaits headquarters approval in Washington, DC and they have done all they can to expedite a decision. There have been significant delays in issuing the SEIS already (in an Oct. 2011 letter to Rep Young, BLM indicated that the SEIS would be finalized in later winter/early spring of 2012). The original BLM scoping document stated that the SEIS and Record of Decision would be done by summer of 2010.

The attached letter from Mayor Stephanie Scott urges the Delegation to press BLM to finalize its SEIS promptly so that local helicopter operators can qualify for new permits before the 2012-13 ski season gets underway.



HAINES BOROUGH, ALASKA
P.O. BOX 1209, HAINES, ALASKA 99827
Administration 907.766.2231 ♦ (fax) 907.766.2716
Tourism 907.766.2234 ♦ (fax) 907.766.3155
Police Dept. 907.766.2121 ♦ (fax) 907.766.2128
Fire Dept. 907.766.2115 ♦ (fax) 907.766.3373

DRAFT

November 13, 2012

The Honorable Don Young
2314 Rayburn House Office Building
U.S. House of Representatives
Washington, DC 20515

Dear Representative Young:

I am writing to seek your assistance in urging BLM to finalize its Ring Of Fire Resource Management Plan Supplemental Environmental Impact Statement (SEIS) for the Haines Bloc. This is an issue your office has been helpful to the Borough in the past but we would welcome your involvement again.

The SEIS is long past due, even accounting for normal bureaucratic delays. The BLM/Anchorage Field Office has told us that the document is complete and awaits final approval at BLM Headquarters in Washington, DC and that there is nothing more they can do to expedite its approval. The Field Office has also indicated that they cannot process new or revised permit requests to allow access to Ring of Fire lands until the SEIS is approved.

Meanwhile, the 2012-13 backcountry ski season is fast approaching. Haines is world-renowned for its heli-skiing. It is an important source of economic development for us, which is especially critical in the winter when other forms of tourism decline. If our helicopter operators cannot get their BLM access permits processed in time for this season due to the SEIS delays, it will be very disruptive. Those skiers might well take their skis, boots and valuable visitation dollars elsewhere.

Thank you for your attention to this issue.

Sincerely,

The Honorable Stephanie Scott
Mayor



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Fire Dept. 907.766.2115 ♦ (fax) 907.766.3373

DRAFT

November 13, 2012

The Honorable Mark Begich
111 Russell Senate Office Building
U.S. Senate
Washington, DC 20510

Dear Senator Begich:

I am writing to seek your assistance in urging BLM to finalize its Ring Of Fire Resource Management Plan Supplemental Environmental Impact Statement (SEIS) for the Haines Bloc.

The SEIS is long past due, even accounting for normal bureaucratic delays. The BLM/Anchorage Field Office has told us that the document is complete and awaits final approval at BLM Headquarters in Washington, DC and that there is nothing more they can do to expedite its approval. The Field Office has also indicated that they cannot process new or revised permit requests to allow access to Ring of Fire lands until the SEIS is approved.

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Thank you for your assistance on this issue.

Sincerely,

The Honorable Stephanie Scott
Mayor



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Fire Dept. 907.766.2115 ♦ (fax) 907.766.3373

DRAFT

November 13, 2012

The Honorable Lisa Murkowski
709 Hart Senate Office Building
U.S. Senate
Washington, DC 20510

Dear Senator Murkowski:

I am writing to seek your assistance in urging BLM to finalize its Ring Of Fire Resource Management Plan Supplemental Environmental Impact Statement (SEIS) for the Haines Bloc.

The SEIS is long past due, even accounting for normal bureaucratic delays. The BLM/Anchorage Field Office has told us that the document is complete and awaits final approval at BLM Headquarters in Washington, DC and that there is nothing more they can do to expedite its approval. The Field Office has also indicated that they cannot process new or revised permit requests to allow access to Ring of Fire lands until the SEIS is approved.

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Thank you for your assistance on this issue.

Sincerely,

The Honorable Stephanie Scott
Mayor