

  
**Haines Borough**  
**Borough Assembly Meeting #238**  
**AGENDA**

January 8, 2013 - 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 (\*) 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 12/11/12 Assembly Meeting Minutes
- 8B – Accept Library Report
- 8C – Accept Fire Dept Report
- 8D – Accept Museum Report
- 8E – Accept Tourism Dept Report
- 9A – Accept TAB Minutes
- 9B – Accept Library Board Minutes
- 9C – Accept Planning Commission Minutes
- 9D – Accept Museum Board Minutes
- 9E – Accept FSA #1 Board Minutes
- 11A1 – Adopt Resolution 13-01-429
- 11A2 – Adopt Resolution 13-01-430
- 11A3 – Adopt Resolution 13-01-431
- 11A4 – Adopt Resolution 13-01-432
- 11B1 – Introduce Ordinance 13-01-311
- 11C1 – Confirm Board Appointments
- 11C2 – Refer Golder Report to Committee
- 11C5 – Accept Port Study Report
- 11C6 – Non-objection to American Legion Liquor License Renewal

**\* 4. APPROVAL OF MINUTES – December 11, 2012 Regular Meeting**

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

**6. MAYOR'S COMMENTS/REPORT – January 8, 2013 Report**

- A.** Special Meeting to prepare questions for the January 22 meeting of the House Transportation Committee?

**7. PUBLIC HEARINGS**

- A.** Ordinance 12-11-310 – Second Hearing

**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 met to review the ordinance, and they recommend it, as well. **Motion:** Adopt Ordinance 12-11-310.*

**8. STAFF/FACILITY REPORTS**

- A.** Borough Manager – January 8, 2013 Report
- \* B.** Library – November 2012 Report
- \* C.** Fire Dept – November 2012 Report
- \* D.** Museum – November 2012 Report
- \* E.** Tourism Dept – Response to Inquiry re. Vacation Planner Recycling

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

- \* A.** Tourism Advisory Board – Minutes of 11/14/12 Meeting
- \* B.** Library Board of Trustees – Minutes of 11/14/12 Meeting
- \* C.** Planning Commission – Minutes of 11/8/12 Meeting
- \* D.** Museum Board of Trustees – Minutes of 11/13/12 Meeting
- \* E.** Fire Service Area #1 Board – Minutes of 11/30 and 12/18/12 Meetings
- F.** Assembly Standing Committee Reports

## 10. UNFINISHED BUSINESS

### A. Ordinance 12-07-299

An Ordinance of the Haines Borough Assembly approving the sale to the State of Alaska, Department of Transportation and Public Facilities ("ADOT&PF") of Parcel 3, Parcel E-4 and Parcel TCE-4 as described and identified by ADOT&PF for the Haines Ferry Terminal Improvements project (state project #68433).

*This is recommended by the borough manager and the planning commission and was introduced on 7/24 and had a first public hearing on 7/31 and a second hearing on 8/28. At that time, the negotiations were still ongoing, so the assembly postponed adoption. The negotiations are now complete, and the only change is the amount increased from \$302,000 to \$338,400. **Motion:** Adopt Ordinance 12-07-299.*

## 11. NEW BUSINESS

### A. Resolutions

#### \* 1. Adopt Resolution 13-01-429

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 II construction project for an amount not to exceed \$43,606.45.

*This resolution is recommended by the borough manager. **Motion:** Adopt Resolution 13-01-429.*

#### \* 2. Adopt Resolution 13-01-430

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to contract with All Wire Electric in the amount of \$13,800 for the purchase and installation of lights at the Haines wastewater treatment plant.

*This resolution is recommended by the borough manager. **Motion:** Adopt Resolution 13-01-430.*

#### \* 3. Adopt Resolution 13-01-431

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to purchase security cameras from Action Security, Inc. for \$18,075 as part of a grant for installation of chain link security fencing, gates and cameras at the Lutak Dock and cameras at the Port Chilkoot Dock.

*This resolution is recommended by the borough manager. **Motion:** Adopt Resolution 13-01-431.*

#### \* 4. Adopt Resolution 13-01-432

A Resolution of the Haines Borough Assembly Supporting Restoration of U.S. Department of Transportation funding for reconstruction of the Haines Road and Alaska Highway, otherwise known as the Northwest Highway System or Shakwak Program.

*This resolution is recommended by the borough manager. **Motion:** Adopt Resolution 13-01-432.*

### B. Ordinances for Introduction

#### \* 1. Ordinance 13-01-311

An Ordinance of the Haines Borough Assembly amending Borough Code Title 2, Section 2.105.020 to add an ex officio seat to the Parks and Recreation Advisory Committee to be filled by an Alaska Department of Natural Resources Employee.

*The parks and recreation advisory committee (PRAC) met with the government affairs & services (GAS) committee on 12/18 to discuss PRAC's request to add an ex officio seat to the committee to be filled by an AK-DNR employee. The GAS recommends assembly consideration of this code change. **Motion:** Introduce Ordinance 13-01-311 and set a first public hearing for 1/22/13.*

### C. Other New Business

#### \* 1. Board Appointments and Committee Assignments

*(Re)appointment requests have been received for seats on the Museum Board, Riverview Drive RMSA Board, and the Chilkat Center Advisory Board, and the boards recommend the reappointments. The mayor plans to follow the recommendation and seeks assembly confirmation. **Motion:** Confirm the mayor's reappointments of Dave Pahl to the Museum Board of Trustees and Riverview Drive RMSA Board and Annette Smith to the Chilkat Center Advisory Board for new three-year terms ending 11/30/2015.*

#### \* 2. Golder Associates Report

*Following funding authorization on 11/15/11, the Haines Borough contracted with Golder Associates to review sockeye salmon declines in Chilkat and Chilkoot Lakes. A draft report has been prepared and Golder is awaiting comments from the Gillnetters Association and the Borough prior to finalizing it. The mayor recommends referral to the Commerce Committee to review the report and respond to comments, including those received from Burl Sheldon. **Motion:** Refer to the Commerce Committee for review of the Golder Associates Report and response to comments.*

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

**3. Klehini Bridge Project Postponement - Comments**

*The ADOT&PF is accepting comments until 1/21/13 on the proposed Klehini Bridge replacement which includes transfer of ownership of the new bridge to the borough. The assembly will have an opportunity to discuss this project and develop comments, if desired.*

**4. Establish Ad Hoc Committee – FY14 Nonprofit Funding**

*The mayor would like to establish an ad hoc nonprofit funding committee for the FY14 budget process, and she seeks assembly confirmation. Her recommendation is that the committee be composed of a member of the assembly, the borough finance director, the mayor, and a member of the public with expertise in grant review. **Motion #1:** Confirm creation of an ad hoc FY14 nonprofit funding committee with the composition and scope of work as recommended by the mayor in her December 31, 2012 memo. **Motion #2:** Confirm the appointments of Assembly Member Waterman and community member Carol Tuynman to the committee.*

**\*5. Port Development Study - Final Report with Recommendations**

*Working with the Haines Port Development Steering Committee (HPDSC), Northern Economics has completed a port study including a market analysis and a port comparison. The final report includes recommendations, and the HPDSC is submitting this for assembly approval. **Motion:** Accept the Northern Economics Port Study Report with the Recommendations.*

**\*6. Liquor License Renewal – American Legion**

*The Alaska Alcohol Beverage Control Board has notified the Borough of a pending liquor license renewal for the American Legion. The Board, prior to its final approval, is giving the local government an opportunity to make a statement, if so desired. Since this is a preexisting liquor license, assembly action is optional.*

**7. STIP Amendment 4 - Comments**

*The ADOT&PF is accepting public comment on proposed Amendment #4 to the 2013-2015 STIP until 5pm 1/7/13. The mayor was unsuccessful in her efforts to get an extension to the deadline. However, the assembly may still choose to prepare comments during this meeting that would still be considered even though they would not be a part of the official comment record. The manager thoroughly reviewed the proposed amendment and prepared a report for the assembly. He will submit his comments by the deadline.*

**12. SET MEETING DATES**

**13. PUBLIC COMMENTS**

**14. ANNOUNCEMENTS/ASSEMBLY COMMENTS**

**15. ADJOURNMENT**