


Haines Borough
Borough Assembly Meeting #252
AGENDA

August 27, 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 Assembly Meeting Minutes
- 8B – Chilkat Center Report
- 8C – Fire Department Report
- 8D – Museum Report
- 8E – CFO Report
- 9A – Planning Commission Minutes
- 9B – Museum Board Minutes
- 11A1 – Adoption of Resolution 13-08-489
- 11A2 – Adoption of Resolution 13-08-490
- 11A3 – Adoption of Resolution 13-08-491
- 11A4 – Adoption of Resolution 13-08-492
- 11B1 – Introduction of Ordinance 13-08-348

*** 4. APPROVAL OF MINUTES – August 13/14 Regular**

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

6. MAYOR'S COMMENTS/REPORT

A. Herbicide Spraying

7. PUBLIC HEARINGS

A. Ordinance 13-07-334 – Second Hearing

An Ordinance of the Haines Borough amending Borough Code Title 2, Section 2.68.510 to change runoff election procedures in cases of candidates receiving less than 40% votes.

*This ordinance was recommended by Assembly Member Schnabel and was introduced on 7/9. In its current form, it would not comply with Charter Section 16.04. Therefore, a substitute ordinance was prepared based on wording recommended by the mayor. On 7/23, following the first public hearing, it was referred to the Government Affairs & Services Committee for further review. On 8/13, the assembly scheduled it for a second public hearing. **Motion:** Adopt Ordinance 13-07-334.*

B. Ordinance 13-07-336 – Second Hearing

An Ordinance of the Haines Borough amending Borough Code Section 2.10.010 to limit the length of borough assembly meetings.

*This ordinance was requested by Assembly Member Lapp. It was introduced on 7/23 and the Government Affairs & Services Committee reviewed it prior to the 8/13 first public hearing. **Motion:** Adopt Ordinance 13-07-336.*

7. PUBLIC HEARINGS ---continued---

C. **Ordinance 13-07-337** – Second Hearing

An Ordinance of the Haines Borough approving the conveyance by quitclaim deed of Tract B of Alaska Tideland Survey (“ATS”) 1464 to the State of Alaska, Department of Transportation and Public Facilities (“ADOT&PF”) for the Haines Ferry Terminal Improvements project (State Project #68433); amending Haines Borough Ordinance No. 12-07-299 to authorize the conveyance of Parcel 3 (Tract C of ATS 1464) to ADOT&PF by quitclaim deed rather than warranty deed; and approving a right of entry upon and the sale to DOT&PF of Parcel E-5, a perpetual easement containing 3,484.8 sq. ft., more or less, located in Tract A of ATS 1464 for ADOT&PF to establish, construct and maintain a retaining wall for the Lutak Dock.

This is recommended by borough manager. The planning commission reviewed the matter on 7/11 and unanimously supports it. It was introduced on 7/23 and had a first public hearing on 8/13.

Motion: Adopt Ordinance 13-07-337.

D. **Ordinance 13-07-338** – Second Hearing

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

This ordinance is recommended by the borough manager and will be reviewed by the finance committee just prior to this meeting. It was introduced on 7/23 and had a first hearing on 8/13.

Motion: Adopt Ordinance 13-07-338.

E. **Ordinance 13-08-340** – First Hearing

An Ordinance of the Haines Borough amending Borough Code Section 3.70.030 to extend the application deadline for senior and disabled veterans property tax exemptions and to remove the provision for late applications.

*This is recommended by the finance committee and was introduced on 8/13. **Motion:** Advance Ordinance 13-08-340 to a second public hearing on 9/10/13.*

F. **Ordinance 13-08-341** – First Hearing

An Ordinance of the Haines Borough amending Borough Code Section 18.90.060(I) to add a size limitation for small informational signs.

*This is recommended by the planning commission and was introduced on 8/13. **Motion:** Advance Ordinance 13-08-341 to a second public hearing on 9/10/13.*

G. **Ordinance 13-08-342** – First Hearing

An Ordinance of the Haines Borough amending Borough Code Section 18.60.010(I) to remove the requirement for a wastewater disposal system to be inspected every two years by the Alaska Department of Environmental Conservation.

*This is recommended by the planning commission and was introduced on 8/13. **Motion:** Advance Ordinance 13-08-342 to a second public hearing on 9/10/13.*

H. **Ordinance 13-08-343** – First Hearing

An Ordinance of the Haines Borough amending Borough Code Section 18.80.030(B) to add setback regulations to the General Use Zone.

*This is recommended by the planning commission and was introduced on 8/13. **Motion:** Advance Ordinance 13-08-343 to a second public hearing on 9/10/13.*

I. **Ordinance 13-08-344** – First Hearing

An Ordinance of the Haines Borough amending Borough Code Section 18.20.020 to define temporary use dwellings.

*This is recommended by the planning commission and was introduced on 8/13. **Motion:** Advance Ordinance 13-08-344 to a second public hearing on 9/10/13.*

J. **Ordinance 13-08-346** – First Hearing

An Ordinance of the Haines Borough authorizing the borough manager to enter into a loan agreement in the amount of up to \$787,500 with the Alaska Department of Environmental Conservation for the Muncaster Road Asbestos Cement Pipe Replacement project.

*This is recommended by the borough manager and was introduced on 8/13. **Motion:** Advance Ordinance 13-08-346 to a second public hearing on 9/10/13.*

7. PUBLIC HEARINGS ---continued---

K. **Ordinance 13-08-347** – First Hearing

An Ordinance of the Haines Borough amending Haines Borough Code Chapter 2.72.080 to specify what categories of personnel records are available to the public.

*This is recommended by the borough manager and was introduced on 8/13. **Motion:** Advance Ordinance 13-08-347 to a second public hearing on 9/10/13.*

8. STAFF/FACILITY REPORTS

A. Borough Manager – 8/27/13 Report

1. PND Presentation – Boat Harbor Design Options

- * B. Chilkat Center – Facility Report of July 2013
- * C. Fire Department – Staff Report of July 2013
- * D. Sheldon Museum – Staff Report of July/August 2013
- * E. Finance Department – CFO Permanent Fund Report

9. COMMITTEE/COMMISSION/BOARD REPORTS & MINUTES

- * A. Planning Commission – Minutes of 7/11/13
- * B. Museum Board – Minutes of 7/18/13
- C. Assembly Standing Committee Reports

10. UNFINISHED BUSINESS

11. NEW BUSINESS

A. Resolutions

* 1. **Resolution 13-08-489**

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to contract with Kendall Ford in the amount of \$51,690 for the purchase of two Ford Interceptor SUVs.

*This resolution is recommended by the manager. **Motion:** Adopt Resolution 13-08-489*

* 2. **Resolution 13-08-490**

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to contract with Arctic Sales, Inc. in the amount of \$13,125 for the purchase of LED street lights.

*This resolution is recommended by the manager. **Motion:** Adopt Resolution 13-08-490.*

* 3. **Resolution 13-08-491**

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to contract with NC Machinery in the amount of \$219,792 for the purchase and delivery of a CAT 950H wheel loader.

*This resolution is recommended by the manager. **Motion:** Adopt Resolution 13-08-491.*

* 4. **Resolution 13-08-492**

A Resolution of the Haines Borough Assembly accepting a grant offer entitled Barnett Water Tank Replacement (MMG# 39541) of up to \$675,500 from the State of Alaska, Department of Environmental Conservation.

*This resolution is recommended by the manager. **Motion:** Adopt Resolution 13-08-492.*

B. Ordinances for Introduction

* 1. **Ordinance 13-08-348**

An Ordinance of the Haines Borough amending the Port of Haines Terminal Tariff No. 3 to adjust water rates at Haines port facilities, adjust dockage rates at the Port Chilkoot Dock, add logs to the wharfage rates, and move text from one tariff page to another.

*On 9/11/12, the assembly adopted an ordinance revising the water-sewer rates including an increase to the commercial bulk water rate. The port tariff must be revised to provide for that rate change, and the assembly authorizes tariff revisions by non-code ordinance. Additionally, the port and harbor advisory committee met jointly with the tourism advisory board on 10/11/12 to discuss possible increases to the PC Dock dockage rates, and they recommend incremental increases. On 10/23/12, a draft tariff amendment ordinance was referred to the finance committee. Since that time, staff has drafted a new ordinance essentially the same but with the addition of a wharfage rate for logs at Lutak Dock. The assembly is asked to, once again, consider these amendments. **Motion:** Introduce Ordinance 13-08-348 and set a first public hearing for 9/10/13.*

11. NEW BUSINESS

C. Other New Business

1. ATVs on Chilkat River Beaches - Discussion

The mayor requested this discussion item. Discussion may lead to assembly action. The mayor offers a possible decision coming out of assembly discussion might be to direct the planning commission to explore avenues to designate this area for non-motorized recreational use.

2. Alaska Department of Transportation and Public Facilities Request for Scoping Comments: Haines Airport Drainage Improvements, Pavement Rehabilitation & Fence Reconstruction Project

*The Planning Commission discussed this project at its August 8, 2013 meeting. There was a motion in support of the project, but some concern regarding a toad pond that is scheduled for destruction. **Motion:** Authorize submittal of the draft borough comments to the Alaska Department of Transportation & Public Facilities on behalf of the Haines Borough Assembly regarding the Haines Airport Drainage Improvements, Pavement Rehabilitation & Fence Reconstruction Project.*

3. Requested Tourism Impact Study - Discussion

The tourism advisory board (TAB) has requested a study of tourism impacts, and a proposal was submitted by the McDowell Group. The tourism director has asked for an assembly discussion of the TAB's request. It may lead to assembly action.

4. Method for Recruitment of New Manager

This is an outcome of the 8/19 Committee-of-the-Whole meeting. Staff was asked to gather some information about professional recruitment. One proposal was received in time for the published packet. Any additional information will be made available as a packet supplement as it is received. Discussion will likely lead to an assembly decision regarding whether to hire a professional recruiting service.

12. CORRESPONDENCE/REQUESTS

13. SET MEETING DATES

14. PUBLIC COMMENTS

15. ANNOUNCEMENTS/ASSEMBLY COMMENTS

16. ADJOURNMENT