

  
**Haines Borough**  
**Borough Assembly Meeting #254**  
**AGENDA**

**September 24, 2013 - 6:30 p.m.**

**Location: Assembly Chambers, Public Safety Bldg.**

*Stephanie Scott,*  
Mayor

*Dave Berry Jr.,*  
Assembly Member

*Steve Vick,*  
Assembly Member

*Debra Schnabel,*  
Assembly Member

*Joanne Waterman,*  
Assembly Member

*Norman Smith,*  
Assembly Member

*Jerry Lapp,*  
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 – Fire Department Report
- 8C – Chilkat Center Facility Report
- 9A – Planning Commission Minutes
- 11A1 – Adoption of Resolution 13-09-498
- 11A2 – Adoption of Resolution 13-09-499
- 11B1 – Introduction of Ordinance 13-09-349
- 11B2 – Introduction of Ordinance 13-09-350
- 11B3 – Introduction of Ordinance 13-09-351

- \* 4. **APPROVAL OF MINUTES** – September 10 Regular
5. **PUBLIC COMMENTS** [Any topics not scheduled for public hearing]
6. **MAYOR'S COMMENTS/REPORT**
7. **PUBLIC HEARINGS**
  - A. **Ordinance 13-08-341** – Third 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. Public hearings were held on 8/27 and 9/10. The planning commission will provide additional information. **Motion:** Adopt Ordinance 13-08-341.*
  - B. **Ordinance 13-08-342** – Third 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. Public hearings were held on 8/27 and 9/10. The planning commission will provide additional information. **Motion:** Adopt Ordinance 13-08-342.*
  - C. **Ordinance 13-08-343** – Third 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. Public hearings were held on 8/27 and 9/10. The planning commission will provide additional information. **Motion:** Adopt Ordinance 13-08-343.*
  - D. **Ordinance 13-08-347** – Second 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. After the first public hearing on 8/27, the ordinance was referred to the personnel committee who met on 9/9. The committee recommends some amendments, and the borough attorney drafted a substitute ordinance for consideration. On 9/10, the assembly scheduled the second public hearing. **Motion:** Adopt Ordinance 13-08-347.*

7. PUBLIC HEARINGS ---continued---

E. **Ordinance 13-08-348** – Second Hearing

**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, and this ordinance was introduced on 8/27 and had a first public hearing on 9/10. **Motion:** Adopt Ordinance 13-08-348.*

8. STAFF/FACILITY REPORTS

- A. **Borough Manager** – 9/24/13 Report
- \*B. **Fire Department** – Staff Report of August 2013
- \*C. **Chilkat Center** – Facility Report of August 2013
- D. **Ports and Harbors Department** – Harbormaster Report re. Boat Haul-Out

9. COMMITTEE/COMMISSION/BOARD REPORTS & MINUTES

- \*A. **Planning Commission** – Minutes of 8/8/13
- B. **Assembly Standing Committee Reports**

10. UNFINISHED BUSINESS

A. **Ordinance 13-08-344**

**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. On 8/27, following the first public hearing, the motion to advance it to a second public hearing failed. On 9/10, a motion to reconsider passed followed by a motion to postpone to this meeting. The planning commission will provide additional information. Obviously, a motion to amend to change the date of the public hearing would be in order. **Motion already on the floor:** Advance Ordinance 13-08-344 to a second public hearing on 9/10/13.*

11. NEW BUSINESS

A. Resolutions

\*1. **Resolution 13-09-498**

**A Resolution of the Haines Borough Assembly authorizing the Borough Manager to contract with Jettters Northwest in the amount of \$31,065.53 for the purchase and delivery of a sewer jetter.**

*This resolution is recommended by the borough manager. **Motion:** Adopt Resolution 13-09-498.*

\*2. **Resolution 13-09-499**

**A Resolution of the Haines Borough Assembly authorizing the Borough Manager to contract with Red Truck Sales International, Inc. in the amount of \$85,360 for the purchase and delivery of a Kenworth tanker truck.**

*This resolution is recommended by the borough manager. **Motion:** Adopt Resolution 13-09-499.*

B. Ordinances for Introduction

\*1. **Ordinance 13-09-349**

**An Ordinance of the Haines Borough amending Borough Code Section 18.20.020 to define "vacation rental" and change the definition of "lodge"; and amending Borough Code Sections 18.70.040 and 18.70.030(b & c) to add vacation rental to the Townsite zoning chart, the Mud Bay Planning/Zoning District, and the Lutak Inlet Planning/Zoning District.**

*This ordinance is recommended by the planning commission to correct what they believe to be a code deficiency. **Motion:** Introduce Ordinance 13-09-349 and set a first public hearing for 10/8/13.*

11. **NEW BUSINESS ---continued---**

\*2. **Ordinance 13-09-350**

**An Ordinance of the Haines Borough pursuant to Haines Borough Code Title 14 Section 14.16.160, approving a record of survey and authorizing the execution of an easement grant to Ocean Beauty Seafoods LLC for existing utilities within Alaska State Land Survey 95-35 at Excursion Inlet.**

*This ordinance is recommended by the borough manager. The planning commission considered the matter on 9/12 and also recommends it. **Motion:** Introduce Ordinance 13-09-350 and set a first public hearing for 10/8/13.*

**C. Other New Business**

1. **Reconsideration/Veto of Ordinance 13-07-334**

*This agenda item was requested by the mayor. She asks for a motion to reconsider the 9/10/13 vote to adopt Ordinance 13-07-334 so it may be amended. Short of that, the mayor plans to exercise her right of veto.*

2. **Manager Transition Plan**

*This agenda item was requested by the mayor. The manager will provide information at the assembly meeting.*

12. **CORRESPONDENCE/REQUESTS**

13. **SET MEETING DATES**

**A. Schedule Election Canvass – Tuesday, October 8, 6:00 p.m.**

14. **PUBLIC COMMENTS**

15. **ANNOUNCEMENTS/ASSEMBLY COMMENTS**

16. **ADJOURNMENT**