

Haines Borough  
Borough Assembly Meeting #256

AGENDA

October 22, 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

**TBD**  
Borough Manager

**Julie Cozzi,**  
Interim Manager

**Michelle Webb,**  
Interim Clerk

**1. CALL TO ORDER/PLEDGE TO THE FLAG/ROLL CALL**

**2. 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:

- 3 – Approve Assembly Meeting Minutes
- 8B – Fire Department Report
- 9A – Parks & Recreation Advisory Committee Minutes
- 9B – Planning Commission Minutes
- 11A2 – Adoption of Resolution 13-10-511
- 11A3 – Adoption of Resolution 13-10-512
- 11A4 – Adoption of Resolution 13-10-513
- 11B1 – Introduction of Ordinance 13-10-352
- 11B2 – Introduction of Ordinance 13-10-353
- 11B3 – Introduction of Ordinance 13-10-354
- 11C1 – Board Appointments
- 11C2 – Liquor License Renewals
- 12A – Correspondence/Requests

**\* 3. APPROVAL OF MINUTES – 10/8/13 Regular Meeting; 10/8/13 Election Canvass**

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

**5. 2013 BOROUGH ELECTION –**

**A. Notice of Election Contest Investigation Results**

**B. Certification of October 1<sup>st</sup> Election**

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

**A. Diabetes Awareness Proclamation**

**7. PUBLIC HEARINGS**

**A. Ordinance 13-09-349 – Second Hearing**

**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. It was introduced on 9/24 and had a first hearing 10/8.*

**Motion:** Adopt Ordinance 13-09-349.

**B. Ordinance 13-09-350 – Second Hearing**

**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. It was introduced on 9/24 and had a first hearing 10/8. **Motion:** Adopt Ordinance 13-09-350.*

7. PUBLIC HEARINGS

C. Ordinance 13-10-351 – First Hearing

An Ordinance of the Haines Borough providing for the addition or amendment of specific line items to the FY14 budget.

*This ordinance is recommended by the borough manager and chief financial officer. It was introduced on 10/8. **Motion:** Advance Ordinance 13-10-351 to a second public hearing on 11/12/13.*

8. STAFF/FACILITY REPORTS

\* A. Interim Borough Manager – 10/22/13 Report

1. Former Borough Manager Earnest's Heliskiing Allocations Update

B. Fire Department – Staff Report of September 2013

9. COMMITTEE/COMMISSION/BOARD REPORTS & MINUTES

\* A. Parks and Recreation Advisory Committee – Minutes of 9/18/13

\* B. Planning Commission – Minutes of 9/12/13

C. Assembly Standing Committee Reports

10. UNFINISHED BUSINESS

11. NEW BUSINESS

A. Resolutions

1. Resolution 13-10-510

A Resolution of the Haines Borough Assembly correcting a manifest clerical error involving real property account C-HHY-03-0900 for tax years 1986-2011 and authorizing a refund in the amount of approximately \$6,866.

*This resolution is recommended by the interim borough manager. **Motion:** Adopt Resolution 13-10-510.*

\* 2. Resolution 13-10-511

A Resolution of the Haines Borough Assembly awarding 2013-2014 service contracts to Northern Lights Development for Historic Dalton Trail RMSA and Riverview Drive RMSA snow removal services.

*This resolution is recommended by the RMSA boards. **Motion:** Adopt Resolution 13-10-511.*

\* 3. Resolution 13-10-512

A Resolution of the Haines Borough Assembly awarding up to \$20,000 Republic Services Inc. for the removal and disposal of up to eighty yards of contaminated soil.

*This resolution is recommended by the interim borough manager. **Motion:** Adopt Resolution 13-10-512.*

\* 4. Resolution 13-10-513

A Resolution of the Haines Borough Assembly authorizing and designating certain persons to sign and endorse checks pertaining to certain bank accounts.

*This resolution is recommended by the interim borough manager. It adds two check signers and removes two signers who no longer work for the borough. **Motion:** Adopt Resolution 13-10-513.*

B. Ordinances for Introduction

\* 1. Ordinance 13-10-352

An Ordinance of the Haines Borough amending Haines Borough Code Title 13 to revise and clarify water and sewer service procedures.

*This ordinance is recommended by the borough manager and chief financial officer. **Motion:** Introduce Ordinance 13-10-352 and refer it to the Government Affairs & Services Committee.*

\* 2. Ordinance 13-10-353

An Ordinance of the Haines Borough amending Haines Borough Code Title 18 Section 18.30.070 to make changes to fees and penalties.

*This ordinance is recommended by the planning commission and borough staff. **Motion:** Introduce Ordinance 13-10-353 and set a first public hearing for 11/12/13.*

11. NEW BUSINESS

B. Ordinances for Introduction ---continued---

\* 3. Ordinance 13-10-354

An Ordinance of the Haines Borough amending Haines Borough Code Title 18 Section 18.70.030 to define recreational zone and adding Haines Borough Code Title 12 Section 12.50 to prohibit motorized use in the Chilkat River Beaches Recreational Zone.

*This ordinance is recommended by the planning commission. **Motion:** Introduce Ordinance 13-10-354 and set a first public hearing for 11/12/13.*

C. Other New Business

\* 1. Board Appointments

*An appointment application has been received for a seat on the Chilkat Center Advisory Board and a seat on the Port & Harbor Advisory Committee. These applications have been approved by their respective boards and the mayor plans to make the appointments and seeks assembly confirmation. **Motion:** Confirm the mayor's appointment of Michelle Wing to the Chilkat Center Advisory Board for a term ending 11/30/16 and Brad Badger to a commercial seat on the Port & Harbor Advisory Committee for a term ending 11/30/2014.*

\* 2. Liquor License Renewals

*The Alaska Alcohol Beverage Control Board has notified the Borough of pending liquor license renewals for Pioneer Bar, Hotel Halsingland, Alaskan Liquor Store, Harbor Liquor Store, 33 Mile Roadhouse, Fireweed Restaurant, Mosey's, Fogcutter Bar, and The Kondike. The Board, prior to its final approval, is giving the local government an opportunity to make a statements, if so desired. Since these are preexisting liquor licenses, assembly action is optional.*

3. Late-filed 2012 Senior Citizen Property Tax Exemption Application – B. Smith

*Before HBC 3.70.030(A)(6)(e) was recently amended on 9/10/13, if an otherwise qualified claimant is unable to comply with the March 1 filing deadline, they may submit an application for review by the assembly. The borough received a 2013 Senior Citizen Prop Tax Exemption Application from Bruce Smith for Acct. C-STR-02-2300 on 8-29-13, before the adoption of 13-08-340, and after the 3/1/13 deadline. In spite of two requests, the applicant has not provided any explanation or justification for the late filing. Therefore, in the absence of information demonstrating one of the two allowable reasons **the administration cannot recommend acceptance of this late application.** For this reason, a resolution was not provided. If evidence of allowable cause does come forward, a resolution could be presented at the next meeting for assembly consideration.*

4. Ordinance 13-10-339

**An Ordinance of the Haines Borough amending Borough Code Section 5.18.080 to change the procedure for amending the Commercial Ski Tour Areas Map.**

*This ordinance was proposed by Mayor Scott and introduced on 7/23/13. It was referred to the Government Affairs & Services Committee. That committee has completed its review and recommends advancing the ordinance to a first public hearing. They do recommend amending it prior to sending it on, and those amendments come in the form of a substitute ordinance. **Motion:** Schedule Ordinance 13-10-339 for a first public hearing on 11/12/13.*

5. Confirm Museum Director Hire

*The borough recently received 16 applications for museum director and the board has provided a recommendation to the mayor. The assembly's confirmation is needed. **Motion:** Confirm the hire of Helen Alten for the position of Museum Director as recommended by the Museum Board of Trustees.*

6. Revised Heliskiing GPS Policy

*In July 2013, Mayor Scott proposed changes for assembly consideration, and the topic was referred to the Government Affairs & Services Committee. That committee recommends amendments. **Motion:** Approve recommended changes to the Administrative Policy regarding Heliskiing GPS Data Collection, Submission, and Compliance.*

12. CORRESPONDENCE/REQUESTS

\* A. Citizen Correspondence re. Heliskiing Map Ordinance and GPS Policies

13. SET MEETING DATES

14. PUBLIC COMMENTS

15. ANNOUNCEMENTS/ASSEMBLY COMMENTS

16. ADJOURNMENT