

MANAGER'S REPORT

March 10 – DAYLIGHT SAVINGS TIME (lose an hour of sleep)

March 19 – [Spring Equinox](#)

DATE: March 9, 2024
 TO: Mayor and Borough Assembly
 FROM: Annette Kreitzer, Borough Manager

Assembly Follow-up:

- 1) Work with the Friends of Mosquito Lake School & Community Center/Four Winds Resource Center to produce a new MOU for administration of the Borough facility known as the Mosquito Lake School. – *I have included funding in the budget amendment on the February 13 Assembly agenda to plow the Mosquito Lake facility to ensure access for school bus turnaround, garbage collection, and fuel delivery.* **UPDATE:** Only one contractor has responded to queries for bids.
- 2) Porcupine Trail FEMA Appeal: **UPDATE:** Submitted on time to State DMVA – DMVA has until May 3 to confer with the Borough and submit to FEMA.

Administration

HUMAN RESOURCES:

- Public Facilities Director position – interviewing ongoing.
- We are recruiting for a Planning & Zoning Technician, the Assembly approved funding for previously.
- Police Chief position – **UPDATE:** I expect to conclude negotiations with Sgt. Dryden for the position before the April 11 Assembly meeting.
- IT support for the Library and potentially some position restructuring – this is still a work in progress.
- Fire Chief position – Made assignments to fill out preliminary information for the Operational Audit-Fire Department Strategic Planning project. Prior to submission of the information, we'll request a meeting with the Public Safety Advisory Board. Members will be working on this over Spring break (March 17-23).

MANAGER MEETINGS:

February 29: Multiple meetings re: Lutak Dock, requested evaluation of Eben Sargent material presented to Assembly 2/27; requested Moffat & Nichol estimate for maintenance & lifecycle costs as previous information did not satisfy the Assembly's request; Matt Dugan w/MARAD – status that all MARAD teams meeting to ensure MARAD has done all it needs to do;
 March 4: Request R&M to have Moffat & Nichol review LCC alternative for EA

March 6: Meet with Southeast Roadbuilder representatives to discuss legal filing and upcoming Planning Commission review of their conditional use permit. Filing was to ensure they protect all potential future appeal rights. Want to work with the community, have a long history in the community.

March 8: Weekly Comp Plan Update meeting

March 8: Update on outstanding tsunami siren grant from State – because the bids for these sirens came in so high, a number of communities were going to turn the funds back; however, the State has purchased them and is working on a grant to pay for installation. The siren is likely to be attached to the current Public Safety Building and potentially relocated following construction of the new facility.

Week of March 11-16: Budget meetings with Department Heads; Complete Evaluation reviews for all staff and schedule Evaluations with Department Heads.

UPCOMING PUBLIC EVENTS/MEETINGS:

March 12: 5 pm Finance Committee

March 12: 6:30 pm Borough Assembly

March 13: Noon Historic Dalton Trail RMSA

March 14: Ports & Harbors Advisory Committee Work Session/Letnikof

March 14: Noon – Tourism Advisory Board

March 14: 6:30 pm Planning Commission

March 19: 6:30 pm Commerce Committee

March 21: 5:30 pm Parks & Rec Committee

COMPREHENSIVE PLAN:

- Check the link above (COMPREHENSIVE PLAN) for the most current schedule and meetings.
- Now is the time to comment on the draft plan – Submit your comments before April 12! Use the link above to get information on how to submit your comments.

MAJOR PROJECT ISSUES:

- Lutak Dock- UPDATE: Solstice continues to work on the draft Environmental Assessment for the Assembly's review in Executive Session. As soon as it is available, we'll schedule the session.
- Porcupine Road/potential appeal of FEMA Determination Memo: **UPDATE:** The appeal was timely filed on March 4. The State has 60 days to respond to us (MAY 3) before the appeal would be sent to FEMA (*the State may not use all 60 days to respond to the Borough*). FEMA has 90 days to respond to an appeal.

LEGISLATIVE ISSUES:

Received word from Senator Murkowski's office that \$12.0 million in federal funds for the Haines Community Safety & Training Center project (replace the Public Safety Building) passed Congress. There is an additional

\$1.0 million in funding in a separate appropriations bill which has not yet passed. This success is due to the diligent work of Senator Murkowski's staff, our federal lobbyist Jay Sterne, former Mayor Doug Olerud, former Fire Chief Al Giddings and the support of the entire Alaska delegation. We are preparing to request additional federal funds for this project in the FY25 budget, as well as focus on funds to finish the Small Boat Harbor project.

With our State lobbyist, Reid Harris, I'll be seeking matching funds for the Public Safety Building. There are a number of bills that we are tracking and I'll provide a separate report on those.

LEGAL ISSUES:

- SERB lawsuit provided to our attorney.
- Requested review of questions about a charter amendment to prohibit ore storage and shipment at Lutak Dock.
- BOE procedures as policy.
- Sales tax cap questions.
- Campbell CUP developments (haven't reviewed)

DEPARTMENT REPORTS

Lands/Assessment/Permitting

- Planning Commission will be considering three Conditional Use Permits-two related to resource extraction at its March meeting.
- ADEC Coordination, Tannani Bay Sewer System, As-built & Permit Documents
 - Agency Contact : R. Zimmer, 465-5167, ADEC Wastewater Program, Southeast Region Engineering
 - Minutes
 - Records request
- Meeting, AT&T Representative
 - Contact: Justin Abbot, justin.abbott@selectsiteacq.com 206-790-4655 – Tower Site Inquiry
 - Minutes:
ATT's preferred lot: C-MIS-02-0A00
 - Zone: Commercial
 - General Classification: Communication Equipment/ Commercial, Use-By-Right
 - ATT is interested in putting a 120ft tower adjacent to the high school. Modern towers include designs that control failure direction.
 - AT&T is considering alternate sites on private property.
- Meeting, Campbell/Stoddard Easement, Vehicle Access Restriction, Snow Berm
 - Minutes:

- Phone Call, Follow-up Meeting with Neighbors
Parcel: 3-CLR-35-0090, Lot 9
- Plat: 2012-6, 2021-1
Not public ROW. Easement is surveyed and platted. Dispute between neighbors regarding snow storage. Owner claims driveway through easement is developed. I recommended surveying and maintaining property corners, including the use of snow poles (or other winter markers) to resolve winter property disputes.
- ACTION ITEMS:
 - Transition files, permit tracking, work log, and templates to staff
 - DBAC Application - Update Primary Contact, Letter of Support
 - Utility Easements – FEMA Citywide Culverts & Road Repairs
 - Mail Certified Letter to 2 homeowners. We need to know their perceived impacts before moving forward. They both ended our previous conversations very abruptly.
 - MBRR Use-by-Right Permitting

PROPERTY ASSESSMENTS

- Property Assessments will be mailed March 22 from Haines (printed in Juneau).
- We are adding as much detail (past year's assessments, etc.) as the Property Tax Assessment Ad Hoc Board has recommended, while still attempting to get the information on a larger, blue postcard.

Tourism

- Kiara Hylton Travel Report: Outdoor Adventure and Travel Show - Toronto, ON (February 23-24, 2024)
 - Showcasing Haines as a prime destination for outdoor enthusiasts (audience of approximately 26,000 attendees). This consumer event, the largest showcase of outdoor gear and adventure travel experiences in North America, provided an invaluable platform to connect with both seasoned adventurers and novices seeking new escapades.
 - Engagement with Attendees: Engaged with hundreds of attendees, of various age, lifestyle, and travel preferences. Some individuals who were familiar with Haines and some who had never heard of our unique corner of Southeast Alaska. It was particularly rewarding to encounter individuals who already had trips booked to Haines, affirming our destination's appeal and allure.
 - Educational Outreach: A significant portion of time was dedicated to educating attendees about Haines' geographical significance within Southeast Alaska. Many were intrigued by our accessibility

- via the road system and were eager to learn what sets us apart from other communities in the region.
- Marketing Materials, Branding, and Potential Enhancements: Positive responses to the promotional postcards distributed, with the inclusion of the VisitHaines website and QR code for further exploration. There was notable demand for more comprehensive maps, brochures detailing tour companies and local attractions, reflecting a hunger for detailed information about Haines. The absence of Haines-branded apparel or costumes was noted as a missed opportunity to enhance the authenticity of the experience for attendees.
 - Opportunities for improvement and expansion of offerings for future engagements, such as updates on Chilkoot Pass, RV rental retail contacts in British Columbia and the Yukon, flight courses from Toronto to Haines, and hunting options for guests, could enrich our interactions with attendees and provide valuable insights into their interests and preferences.
 - Follow-Up Strategies: Although attendees were inundated with newsletter opt-in requests, we successfully gathered 55 contacts, laying the foundation for future engagement through newsletters and promotional campaigns. Recognizing the competition, many DMO booths offered large prizes, potentially contributing to opt-in fatigue. Moving forward, we plan to develop a newsletter tailored to email opt-ins, integrating a call-to-action to request visitor's guides—an invaluable resource that was notably absent in print form during the event. Furthermore, we are in the process of curating Haines care packages for opt-in drawings, enhancing incentives for engagement with our destination.
- Rebecca Hylton - Travel Report: Outdoor Adventure and Travel Show - Vancouver, BC (March 2nd and 3rd, 2024)
 - Engagement Activities: Throughout the event, I engaged with attendees on multiple fronts. A significant highlight was my presentation on the International Travel stage, where I delivered a well-received 30-minute slideshow and oral presentation on Haines.
 - Reevaluation and Future Plans: Reflecting on my experience, I believe it is imperative to reassess our approach to future shows. Collaborating with Kiara, we are considering focusing our efforts solely on the Calgary show in 2025. Most of my engagements revolved around underscoring the proximity to Whitehorse and advocating for the Golden Circle drive, both of which piqued significant interest. With each interaction, I refined my sales pitch, placing particular emphasis on these aspects, which became increasingly effective as the first day progressed.
 - Partnership Opportunities and Community Insights: Additionally, I identified a promising opportunity for collaboration with Whitehorse Tourism. A joint campaign could mutually benefit both communities, leveraging our respective attractions and amenities. Furthermore, the absence of the Alaska Marine Highway System

(AMHS) to Prince Rupert emerged as a notable missed opportunity for our community, underscoring potential areas for improvement in regional connectivity.

- In conclusion, my participation in the Vancouver Outdoor and Adventure Show provided valuable insights and opportunities for growth. By reassessing our strategies and exploring strategic partnerships, I am confident that we can enhance our presence and maximize the promotion of Haines' outdoor offerings in future endeavors.

Grants Administration

- Received 2022 State and Local Cybersecurity Grant Program (SLCGP) award from MVA DHSEM for \$9,469.65 for Cybersecurity training.
- Received word that projects submitted for the Community Transportation Program and Transportation Alternatives Program through the State DOT/PF did not score high enough to be included in these grant programs. Those projects were:
 - FAA Road improvement and paving
 - Lutak Road improvements and local roads transfer
 - Portage Cove Waterfront Trail Segments 1 and 6A

Grants Administration – **WORK COMPLETED**

1. Master contract with diesel dog (LERMSA work)
2. Notice Of Intent To Award (NOITA), Boretide (High School Roof Replacement Phases II & III)
3. Notice To Proceed (NTP) Boretide (High School Roof Replacement Phases II & III)
4. Master contract Dawson construction
5. Lily Lake WTP Upgrade Bid Documents
6. TA- Reid Middleton PC Dock
7. TA- SERB water lateral repairs
8. TA- Joiner Engineering Wastewater permit
9. Pink Salmon Disaster relief grant extension- narrative and budget
10. DEC Priority funding list- 2/29
11. Jenae's playground- tracking final numbers on project with SERB
12. Call to get snowplow proposals mosquito lake school
13. Visitor center TA w/proHNS
14. PIDP Grant Master Contract
15. We have a bid opening (lawn maintenance at Emerson field) on Friday 2/24 (**Jim Stanford**)

NEW

1. LERMSA TA 1 Diesel Dog
2. TA Dawson- waterline replacement
3. Used oil shed Project Manual
4. DEC Disbursement WWTP Lifts
5. SS4A Grant Agreement
6. Jenae's playground NOITA
7. Jenae's Playground NTP
8. Change order #11 proHNS Meeting
9. Change order #11 proHNS

10. EECBG Grant Application
11. NOITA Emerson's field
12. NTP Emerson's field
13. Dalton Street RFP Questions
14. PIDP TA AML
15. Anode Replacement project for PC Dock
16. LATCF Annual Report
17. AP Triton State License
18. School Doors Bid posting/Meet with District personnel

Ports & Harbors

- We are actively advertising for the Assistant Harbormaster position.
- The owner of the vessel "Nancy K" paid the amounts past due and redeemed his vessel from impoundment.
- PIDP Grant – partnering with AML to apply for a grant to replace the Letnikof float. Continuing to work with Moffatt & Nichol for Letnikof Conceptual Design. (Workshop with PHAC March 14).
- Had kick off meeting with Reid Middleton for work on PC Dock Conceptual Floating Dock Design.
- Gathering info/documentation for PC Dock Anode Replacement project.
- Ordering material for water line replacement.

Police/Fire/Ambulance

- Borough supported a grant application to replace an ambulance and acquire portable radios through Southeast Regional EMS.
- Firefighter Sean Silk completed Confined Space Rescue class in Juneau.
- Annual spouses dinner and awards ceremony: Volunteer of the Year – First Lt. Patty Brown (109 EMS calls); and Member of the Year - Nishan Weerasinghe
- Interim Police Chief Dryden attended the SEARHC tabletop emergency management exercise, which provided an opportunity to network with other stakeholders. He would like to see some borough-wide tabletops and practical exercises in the future – I intend to hold a meeting of known EOC volunteers to discuss this and to appoint an EOC Incident Commander.
- Next week- during the HBSD health workshop, the PD is presenting an "Impaired Driving Simulation" course to middle school and high school. This course uses our fatal vision impairment goggles, a golf cart, and a simulated road course. Dryden says It's a great course to help young adults better understand the dangers of impaired and buzzed driving.
- HVFD conducted EMT II and III refresher courses Feb. 22-25. A Code Blue grant has been submitted requesting a new ambulance to replace Medic2 and portable radios. Supported the Alcan 200 Snowmachine Relay with medical crew for the race. Sean Reed and Sean Silk passed the EMT II course and State test recently.

FACT CHECKING

Web site problems – during a recent public meeting, a member of the public suggested that recordings of meetings are being removed from the Borough’s website.

Here are the facts:

Prior to October 2023, anyone wanting a recording of a public meeting would need to request it from the Clerk’s office and be sent a link. Our website did not support posting the audio.

In October 2023, Clerk Fullerton was made aware that the Borough could have the option to post recordings of meetings and exercised it. Recordings of meetings began to be posted from that month forward.

If a link is missing, please notify the Clerk at clerk@haines.ak.us so that we can ensure the recording is uploaded. Following the public meeting where this was raised, all of the recordings of the meetings that were mentioned were posted.

The Clerk’s Office would like to remind people to download the audio prior to listening to it so that the whole meeting may be heard—without downloading it, you will only have access to the first two hours of audio.



Haines Borough Flood Repairs: March 2024 Engineering Update

FEMA Project	Site Notes	Project Status
Chilkoot Loop Retaining Wall Project No. 437599	Scope of work included complete replacement of block wall.	Project completed and closed.
Young Road Project No. 435785	Project includes repairs to gravel and asphalt pavement surfacing along Young Road, as well as replacement of culverts, portions of sidewalk, and mitigation work to prevent future damages.	Project completed and closed.
Totem Street Project No. 437600	Project includes repair/replacement of asphalt pavement and roadway structural section on Totem Street from Fort Seward DR to Beach RD.	Project completed and closed.
Porcupine Trail Road Phase I Project No. 435787	Phase 1 scope of repairs includes resurfacing of ~5 miles of the 7 mile stretch of Porcupine Trail Road, from the end of the asphalt to the Porcupine Creek Bridge, with E-1. Work includes ditch restoration.	Project completed and closed. HB to provide response to State for FEMA determination memo regarding deobligation.
Soap Suds Alley Project No. 437575	Project includes repair of street structural sections, asphalt pavement, curbing, and culverts on Soap Suds Alley and Tower Road. Includes local improvements funding (Haines Borough) for water system/service repairs & replacement.	Awarded to Southeast Road Builders for \$1,528,937.50. SOW Change Request for additional funding to total of \$1,382,816.13 was approved. Remainder is considered local improvements and not funded by FEMA. Construction began 8/14/23. Final punch list issued. Seeding and project closeout to occur spring 2024.
Beach Road Project No. 184410	Project includes new culverts, ditching, minor repairs, and paving of Beach Road from bottom of hill at end of DOT ROW to furthest of slide limits.	Awarded to Southeast Road Builders for \$1,193,305.00. Construction began 7/18/23. Final punch list issued. Seeding and project closeout to occur spring 2024.
Haines Borough Citywide Culverts and Minor Road Repairs Project No. 437603	Project includes replacement/repair of; 3 fish culverts on Chestnut Drive, 1 fish culvert on East Fair Drive, Moose Lane Culvert, Anway Culvert, Mink Way Culvert, N. 1 st Ave. Culvert, Highland Drive Culvert, Oslund Drive Culvert, Piedad WTP Access Road, Sunshine Road, and. E. Fair Drive Rd.	95% plans approved at 4/13/23 PC Meeting. Received Alaska F&G Habitat Permits for Fish Culverts. Combing plans for multiple sites into single project. SOW change request may be required based on actual bid prices. Target 2024 bidding & 2024 construction. Waiting on easement documentation and
Dalton Street Project No. 437601	Project includes repair/replacement of asphalt pavement, roadway structural section, and surface damages on Dalton Street from 2 nd Ave. to Front St.	95% plans approved at 1/12/23 PC Meeting. FEMA approved SOW change request. Target 2024 bidding & 2024 construction.
Second Avenue Project No. 435786	Project includes repair/replacement of asphalt pavement, roadway structural section, and surface damages on 2 nd Ave. from Mud Bay Rd. to Main St.	95% plans approved at 4/13/23 PC Meeting. FEMA approved SOC change request. Target 2024 bidding & 2024 construction.
Cathedral View Drive Project No. 437570	Project includes repair of gravel surfacing and repair/replacement of culverts on Cathedral View Drive and Hooter Lane.	95% plans approved at 4/13/23 PC Meeting. SOW Change Requested, sent to State 3/10/23. Awaiting FEMA approval. Target 2024 bidding & 2024 construction.



Haines Borough Flood Repairs: March 2024 Engineering Update (continued)

FEMA Project	Site Notes	Project Status
Porcupine Trail Road Phase II Project No. 435787	Phase II encompasses ~600-foot-long washout of road near Mile 3. Full scope of repairs and cost for Porcupine Trail Road Phase 2 TBD. FEMA/State have not yet obligated full A&E and construction services funding for this phase.	Repair alternatives analysis and concept design report presented to PC on 12/08/22. Amended report issued 12/20/22 to HB, recommending Alt. 2 Floodplain Bypass Road. HB to provide response to State for FEMA determination memo regarding deobligation.
Porcupine Trail Road Phase III Project No. 435787	Phase 3, near Mile 6, includes 6 sites where the roadway shoulder/embankment has sloughed into the river below due to erosion. Full scope of repairs and cost for Porcupine Trail Road Phase 3 TBD. FEMA/State have not yet obligated full A&E and construction services funding for this phase.	Submitted letter to State/FEMA for approval of budget for design and construction of permanent repairs and hazard mitigation strategies. HB to provide response to State for FEMA determination memo regarding deobligation.
Lily Lake Road Project No. 437579	Project includes stabilization of roadway shoulder geotechnical failure at 1 location (2 nd site with similar damages to be added via SOW Change Request).	Design not started, lowest priority project. FEMA approved SOW change request. Target 2024 bidding & 2025 construction.

STATE LEGISLATION OF INTEREST TO HAINES BOROUGH

March 11, 2024

The Legislature will decide whether to disapprove these Executive Orders when it meets in Joint Session on March 12:

EO 124: The commissioner of fish and game has the authority to prohibit by regulation the live capture, possession, transport, or release of native or exotic game or their eggs. (Transfers this authority from the Board of Game to the Commissioner of Fish & Game)

EO 125: The functions of the Alaska Council on Emergency Medical Services are transferred to the Department of Health, and the council is dissolved.

EO 126: The functions of the Wood-Tikchik State Park Management Council are transferred to the Department of Natural Resources and the council is dissolved.

EO 127: The Board of Massage Therapists is dissolved, and its authority goes to the Department of Commerce, Community, and Economic Development.

EO 128: The boards of the Alaska Energy Authority and the Alaska Industrial Development and Export Authority are split into two separate boards.

EO 129: The Board of Barbers and Hairdressers is dissolved, and its authority goes to the Department of Commerce, Community, and Economic Development.

EO 130: The Board of Certified Direct-Entry Midwives is dissolved, and its authority goes to the Department of Commerce, Community, and Economic Development.

EO 131: The members of the state ferry operations board that under a 2021 law are appointed by the speaker of the House of Representatives and Senate president will instead be appointed by the governor.

EO 132: The Alaska Chilkat Bald Eagle Preserve Advisory Council is dissolved, and its duties will be taken over by the Department of Natural Resources.

EO 133: The Criminal Justice Information Advisory Board is dissolved, and its duties will be taken over by the Department of Public Safety.

EO 134: The Recreation Rivers Advisory Board is dissolved, and its duties will be taken over by the Department of Natural Resources.

EO 135: The Alaska Safety Advisory Council is dissolved, and its duties will be taken over by the Department of Labor and Workforce Development.

HB 267 reinstates pre-2018 exemption for nonprofits. "Changes language exempting non-profits from municipal taxation on certain properties. This includes parking lots owned by non-profits used for parking or other uses free of charge. This also includes property of a store operated by a non-profit that distributes food, shelter, clothes, or health care for below market value or free. Additionally, this maintains a non-profit's tax exemption if they rent out their property to another non-profit." (*Information from Representative Tomaszewski's sponsor statement*) No hearing scheduled.

HB 317 - FARM USE LAND/STRUCTURES: TAX EXEMPTION. Gives municipalities the authority to partially or fully exempt farm structures used exclusively for farming activities from taxation. This exemption applies to structures engaged in various farming-related functions, such as crop production, feed storage, and dairy operations. Removes the requirement that a person engaged in farming derive at least 10 percent of the person's yearly gross income from farming. Requires municipalities, who do not currently give tax rate exemptions for farm use structures, to put the question before their voters in the next general election. Heard March 7 House C&RA.

HB 365 POWER COST EQUALIZATION. This bill opens up the door for schools to receive PCE. Facilities that receive operations funding from the government (state or fed) have traditionally been barred from receiving PCE. This bill only allows 750 kWh/month to be funneled to a school. This is less than a residential household so the bill, as written, has little benefit. Communities that receive PCE often do not fully utilize their share of the fund and monies are reverted. Gustavus has close to \$60K in underutilized PCE. Haines has about 1M kWh, or just over \$30K, in underutilized PCE. (*Information from Reid Harris*) No hearing scheduled.

HB 345 HARBOR FACILITIES AND SAFETY LADDERS. "An Act relating to safety ladders at municipal harbor facilities; relating to the harbor facility grant fund; and providing for an effective date" (Rep. Story). This legislation mandates installation of safety ladders on municipally-owned docks that receive harbor facility grants. Hearing 8 am March 14 House C&RA.

SB 242/HB 347 Property Assessment – Requires the Department of Commerce, Community and Economic Development to adopt standards for assessing the full and true value of property; requires assessors to determine this value by these standards or others provided by ordinance; requires municipalities to employ assessor's with a level 3 certification from the AAAO; requires municipalities to opt out of citizen BOE's; and disallows assessment increases by the BOE in the current year; requires the BOE to make specific findings regarding its decision on long form fee appraisal submissions. Heard March 12 Senate C&RA/Heard March 12 House C&RA; Scheduled 8 am March 14 House C&RA.

SB 171/HB 201 - Changing the residency requirements for sport fishing, hunting, and trapping privileges. Currently, individuals can qualify for a resident license and be indefinitely absent so long as they meet the low threshold of intending to remain in Alaska, maintaining a domicile in Alaska, and not establishing residency elsewhere.

Someone who is away from Alaska for most of the year can still qualify as a resident and have the same access to fish and game resources as someone who lives in the state 12 months of the year. The bills align residency requirements for an individual to receive a resident hunting, trapping, or sport fishing license with the residency eligibility requirements to receive a Permanent Fund Dividend (AS 43.23). (*Information from Senator Bjorkman's sponsor statement*) Last heard March 1 Senate Res/Last heard January 26 House Res.