Haines Borough Borough Assembly Meeting #305 AGENDA

December 15, 2015 - 6:30 p.m.

1.

2.

3.

7.

Location: Assembly Chambers, Public Safety Bldg.

Jan Hill. Mayor

Margaret Friedenauer, Assembly Member

Diana Lapham, Assembly Member

Mike Case Assembly Member

Tresham Gregg, Assembly Member

George Campbell, Assembly Member

Ron Jackson Assembly Member

TBD Borough Manager

Julie Cozzi, MMC Acting Manager

Krista Kielsmeier Interim Borough Clerk

CALL TO ORDER/PLEDGE TO THE FLAG

ROLL CALL

APPROVAL OF AGENDA & CONSENT AGENDA

[The following Consent Agenda items are indicated by an <u>asterisk</u> (*) 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 Accept Library Report
- 8C Accept Chilkat Center Report
- 8D Accept Museum Report
- 9A Accept Library Advisory Board Minutes
- 9B Accept Tourism Advisory Board Minutes
- 9C Accept Minor Offenses Committee Minutes
- 9D Accept Public Safety Commission Minutes & Report
- 11B1 Introduce Ordinance 15-12-425 and schedule public hearings
- * 4. APPROVAL OF MINUTES - 12/1/15 Regular
 - 5. **PUBLIC COMMENTS** - Sign-up is NOT required [This is for any topics not scheduled for public hearing.]
 - MAYOR'S COMMENTS/REPORT 6.
 - PUBLIC HEARINGS None 8. **STAFF/FACILITY REPORTS**

 - A. Acting Borough Manager 12/15/15 Report
 - *** B.** Library September 2015 Report
 - ***** C. Chilkat Center November 2015 Facility Report
 - ▶ D. Museum November 2015 Report

9. COMMITTEE/COMMISSION/BOARD REPORTS & MINUTES

- ***A.** Library Advisory Board Minutes of 10/28/15
- ***B.** Tourism Advisory Board Minutes of 10/21/15
- *****C. Minor Offenses Review Committee Minutes of 11/9/15 and 11/13/15
- *D. Public Safety Commission Minutes of 11/16/15; Mid-Year Report
 - E. Assembly Board Liaison Reports
 - F. Assembly Standing Committee Reports
 - 1. Personnel Committee

Interim Manager, Borough Manager, and Chief of Police

The borough received seven applications for Interim Manager by the 12/4/15 deadline. The personnel committee reviewed them, checked references, and discussed them in a meeting on 12/11. Additionally, the committee reviewed three executive search firm proposals to recruit a police chief and borough manager. The committee may have a recommendation for the assembly regarding how to proceed.

10. UNFINISHED BUSINESS

A. 2016 Assembly Meeting/Agenda Preparation Schedule

Note: this schedule is recommended by the clerk's office and is intended to establish the assembly regular meeting schedule for 2016 and the agenda & packet deadlines. Special meetings may still be scheduled, as needed. On 12/1, the assembly discussed the need for the schedule to be revised to meet existing code requiring the agenda packet to be published at least five days before an assembly meeting. Adoption was postponed to this meeting to provide staff an opportunity to prepare the revision.

There is a motion to adopt already on the table. Therefore, the assembly may proceed with the vote or enter into additional debate. If the assembly decides to go with the revised schedule prepared by the clerk, an amendment motion would be in order to substitute the revision for the one presented on 12/1.

Motion already on the Table: Adopt the 2016 Haines Borough Assembly Meeting Agenda Preparation Calendar.

11. NEW BUSINESS

A. Resolutions

1. <u>Resolution 15-12-650</u>

A Resolution of the Haines Borough Assembly approving the temporary addition of territory to the Commercial Ski Tour Areas map to allow for a 2016 special ski competition event to take place in three specified out-of-bounds areas.

This resolution is recommended by the manager. Motion: Adopt Resolution 15-12-650.

2. <u>Resolution 15-12-651</u>

A Resolution of the Haines Borough Assembly adopting the Alaska Capital Project Submission and Information System priorities (CPSIS) and legislative priorities for FY 2017.

This resolution is recommended by the Government Affairs and Services Committee. <u>Motion</u>: Adopt Resolution 15-12-651.

3. <u>Resolution 15-12-652</u>

A Resolution of the Haines Borough Assembly approving the concept of expanding the Senior Center building to allow the Chilkat Valley Preschool to share the space.

This resolution is recommended by the manager. <u>Motion</u>: Adopt Resolution 15-12-652.

B. Ordinances for Introduction

*****1. <u>Ordinance 15-12-425</u>

An Ordinance of the Haines Borough amending Haines Borough Code Section 3.60.160 to increase the local bidder preference from three percent to five percent and require the local bidder preference to be noted in all Requests for Bids or Quotes issued by the borough.

This ordinance is recommended by the manager. <u>Motion</u>: Introduce Ordinance 15-12-425 and set a first public hearing for 1/12/16 and a second public hearing for 1/26/16.

2. Ordinance 15-12-426

An Ordinance of the Haines Borough authorizing a one-year extension of a lease of the Human Resources Building by Chilkat Valley Preschool for the purpose of providing preschool educational services and waiving the monthly rent amount scheduled to start in 2016.

This ordinance is recommended by the acting manager and director of public facilities. <u>Motion</u>: Introduce Ordinance 15-12-426 and set a first public hearing for 1/12/16 and a second public hearing for 1/26/16.

11. NEW BUSINESS --- continued---

C. Other New Business

1. Board Appointments

(*Re*)*appointment applications have been received for seats on the Letnikof Estates Road Maintenance Service Area board, Library Advisory Board, Planning Commission, and Port and Harbor Advisory Committee. The mayor plans to make the appointments and seeks assembly confirmation. <u>Motion</u>: Confirm the mayor's appointment of Shannon Donahue and Scott Sundberg to the Letnikof Estates Road Maintenance Service Area board for terms ending 11/30/18; Lorraine Dudzik and Dick Flegel to the Library Advisory Board for terms ending 11/30/18; Larry Geise and Lee Heinmiller to the Planning Commission for terms ending 11/30/18; and Glen Jacobson, Terry Pardee, and Don Turner Jr. to the Port and Harbor Advisory Committee for terms ending 11/30/17.*

2. Sales Tax Exemption Request – The NRA Foundation

The NRA Foundation, a 501(c)3 organization, has applied for sales tax exemption status as allowed by HBC 3.80.050(13). The borough has granted sales tax exemption certificates to other non-profit organizations. <u>Motion</u>: Approve the request from The NRA Foundation for sales tax exemption status, and authorize the borough clerk to issue an exemption certificate.

12. CORRESPONDENCE/REQUESTS

- A. Ferry Reschedule (5 min. presentation) D. Werner
- B. Borough Energy Planning R. Venables/Energy Coordinator, Southeast Conference
- C. Public Heliport Concept (Action Request) Planning Commission

13. SET MEETING DATES

- **A. Government Affairs & Services Committee** 1) Board Communication/Hallett Presentation and 2) Ordinance 15-12-424/Agenda Preparation
- **B.** Community Nonprofit Funding Committee Additional \$14,500 Community Chest
- C. Commerce Committee Tax Incentive Program

14. PUBLIC COMMENTS

15. ANNOUNCEMENTS/ASSEMBLY COMMENTS

16. ADJOURNMENT