# Haines Borough Borough Assembly Meeting #290 AGENDA

# April 28, 2015 - 6:30 p.m.

Location: Assembly Chambers, Public Safety Bldg.

**Jan Hill**, Mayor

Dave Berry Jr., Assembly Member

**Diana Lapham**, Assembly Member

Mike Case Assembly Member

Joanne Waterman, Assembly Member

George Campbell, Assembly Member

Ron Jackson, Assembly Member

**David Sosa**, MPA Borough Manager

Julie Cozzi, MMC Borough Clerk

Krista Kielsmeier 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 <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 - Museum Report

8C - CFO Report

8D - Library Report

9A - TAB Minutes

9B - PSC Minutes

9C - PC Minutes

9D - PRAC Notes

9E - Library Board Minutes

11A1 - Resolution 15-04-622

11A2 - Resolution 15-04-623

11A3 - Resolution 15-04-624

11A5 - Resolution 15-04-626

11B3 - Ordinance 15-04-409

11C2 - Liquor License Renewal

- **\* 4.** APPROVAL OF MINUTES 4/14/15 Regular
  - **5. PUBLIC COMMENTS** [Any topics not scheduled for public hearing]
  - 6. MAYOR'S COMMENTS/REPORT
  - 7. PUBLIC HEARINGS
    - A. Ordinance 15-02-401 Second Hearing

An Ordinance of the Haines Borough amending Haines Borough Code Title 3, Chapter 70, Section 40 to establish a procedure for community purpose exemptions.

This ordinance is recommended by the borough manager. It was introduced on 2/10/15. Following the first hearing on 2/24, it was referred to the finance committee and set for a second hearing. The committee has been meeting regularly and needs a little more time. Therefore, the manager's recommendation is to schedule a third hearing for the second meeting in May. Motion: Advance Ordinance 15-02-401 to a third public hearing on 5/26/15.

B. Ordinance 15-03-403 – Second Hearing

An Ordinance of the Haines Borough classifying for disposal the borough-owned property known as the Human Resource Building.

This ordinance is recommended by the borough manager and planning commission and was introduced on 3/24/15. The first public hearing took place on 4/14/15. Motion: Adopt Ordinance 15-03-403.

C. Ordinance 15-03-404 - Second Hearing

An Ordinance of the Haines Borough amending Haines Borough Code Sub-Section 16.28.010(D) to modify prohibited acts for port and harbor facility users.

This ordinance is recommended by the Port & Harbor Advisory Committee and was introduced on 3/24/15. The first public hearing took place on 4/14/15. Prior to adoption, the PHAC proposes a few minor adjustments to some of the text. This can be accomplished by amendment motion. Motion: Adopt Ordinance 15-03-404.

#### 7. PUBLIC HEARINGS ---continued---

## D. Ordinance 15-04-406 - First Hearing

An Ordinance of the Haines Borough authorizing the Borough Manager to enter into a loan agreement in the amount of up to \$500,000 with the Alaska Department of Environmental Conservation for the Replace Allen Road AC Pipe project.

This ordinance is recommended by the borough manager and was introduced on 4/14/15. The assembly already scheduled the second hearing for 5/12/15. No motion is needed now unless the second hearing date needs to change or some other action is desired.

### 8. STAFF/FACILITY REPORTS

- A. Borough Manager 4/28/15 Report\*B. Sheldon Museum Report of March 2015
- \*C. Finance Director Report Sales Tax by Activity2009-2014
- **★ D.** Public Library Report of February 2015

# 9. COMMITTEE/COMMISSION/BOARD REPORTS & MINUTES

- \*A. Tourism Advisory Board Minutes of 3/23/15
- \* B. Public Safety Commission Minutes of 3/2/15
- **\* C. Planning Commission** *Minutes of 3/12/15*
- \* D. Parks & Recreation Advisory Committee Notes of 4/9/15 Work session (no quorum for reg. mtg.)
- **\*** E. Library Advisory Board Minutes of 2/18/15
  - F. Assembly Standing Committee Reports

# 10. UNFINISHED BUSINESS

# 11. NEW BUSINESS

#### A. Resolutions

#### **\*** 1. **Resolution 15-04-622**

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to enter into a contract with Machineworks to provide 2015-2016 janitorial services for the Visitor Center and Public Restrooms at the Visitor Center and Port Chilkoot Dock.

This resolution is recommended by the CED Director. Motion: Adopt Resolution 15-04-622.

#### **\*** 2. **Resolution 15-04-623**

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to enter into a "special use agreement" with Alaska Fiordlines Inc. for routine use of the Port Chilkoot Dock Lightering Float for the 2015 summer tourism season.

This resolution is recommended by the harbormaster. Motion: Adopt Resolution 15-04-623.

#### **Resolution 15-04-624 \***3.

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to enter into a "special use agreement" with Haines-Skagway Fast Ferry, LLC for routine use of the Port Chilkoot Dock Lightering Float for the 2015 summer tourism season.

This resolution is recommended by the harbormaster. Motion: Adopt Resolution 15-04-624.

## **Resolution 15-04-625**

A Resolution of the Haines Borough Assembly supporting the proposed Piedad Springs Water Source Upgrades and authorizing the Borough Manager to acquire, in the best interests of the community, a portion of the property legally described as Lot 1A, Meacock Subdivision for use in that project.

This resolution is recommended by the Director of Public Facilities. Motion: Adopt Resolution 15-04-625.

#### **\***5. **Resolution 15-04-626**

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to vacate and transfer a portion of the Mathias Avenue Right of Way to adjoining landowner Louise Smith in exchange for an equal amount of Smith property to be made into a utility easement.

This resolution is recommended by the Planning Commission and Director of Public Facilities. Motion: Adopt Resolution 15-04-626.

# 11. NEW BUSINESS --- continued---

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### 6. Resolution 15-04-627

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute an emergency contract for Letnikof Cove Harbor float repairs or another cost-effective solution for an amount not to exceed \$200,000.

This resolution is recommended by the Port and Harbor Advisory Committee and Director of Public Facilities. Motion: Adopt Resolution 15-04-627.

### **B.** Ordinances for Introduction

## 1. Ordinance 15-04-407

An Ordinance of the Haines Borough, Alaska, providing for the establishment and adoption of the budget of the Haines Borough for the period July 1, 2015 through June 30, 2016.

This ordinance is recommended by the borough manager. <u>Motion</u>: Introduce Ordinance 15-04-407 and set a first public hearing for 5/12/15 and a second public hearing for 5/26/15.

## 2. Ordinance 15-04-408

An Ordinance of the Haines Borough providing for the addition or amendment of specific line items to the FY15 budget.

This ordinance is recommended by the borough manager. <u>Motion</u>: Introduce Ordinance 15-04-408 and set a first public hearing for 5/12/15 and a second public hearing for 5/26/15.

### **\*** 3. Ordinance 15-04-409

An Ordinance of the Haines Borough amending Haines Borough Code Title 18 Section 18.100.025 to allow with planning commission approval lot line adjustments and lot consolidations resulting in lot(s) non-conforming in size.

This ordinance is recommended by the planning commission. <u>Motion</u>: Introduce Ordinance 15-04-409 and set a first public hearing for 5/12/15 and a second public hearing for 5/26/15.

### C. Other New Business

### 1. Board Appointments

An appointment application has been received for a seat on the Parks & Rec Committee. With only three members, the committee is currently unable to establish a quorum to make a recommendation. The mayor plans to make the appointment and seeks assembly confirmation. <a href="Motion">Motion</a>: Confirm the mayor's appointment of Tresham Gregg to the Parks and Recreation Advisory Committee for a term ending 11/30/17.

# \* 2. <u>Liquor License Renewal – Captain's Choice Motel</u>

The Alaska Alcohol Beverage Control Board has notified the borough of a pending liquor license renewal for the Captain's Choice Motel. The Board, prior to its final approval, is giving the local government an opportunity to make a statement, if so desired. Since this is a preexisting liquor license, assembly action is optional.

# 3. Hire Confirmation - Harbormaster

This is a department head position hired by the manager but it must be confirmed by the assembly. Motion: Confirm the borough manager's decision to hire Shawn Bell as Harbormaster.

## 4. Hire Confirmation - Interim Director of Public Facilities

This is a department head position hired by the manager but it must be confirmed by the assembly. <u>Motion</u>: Confirm the borough manager's decision to hire Brian Lemcke as Interim Director of Public Facilities.

## 12. CORRESPONDENCE/REQUESTS

A. GPS Reporting Policy and Special Permits – T. Ely

### 13. SET MEETING DATES

A. BOE Training - Wednesday, May 6, 5:00 p.m.

#### 14. PUBLIC COMMENTS

# 15. ANNOUNCEMENTS/ASSEMBLY COMMENTS

## 16. ADJOURNMENT

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