
Haines Borough
Borough Assembly Meeting #405
AGENDA

July 28, 2020 -6:30pm

Location: Assembly Chambers, Public Safety Bldg.

Jan Hill
Mayor

Jerry Lapp
Assembly Member

Gabe Thomas
Assembly Member

Stephanie Scott
Assembly Member

Zephyr Sincerny
Assembly Member

Paul Rogers
Assembly Member

Brenda Josephson
Assembly Member

Alekka Fullerton
Interim Borough
Manager/Borough Clerk

Haines Borough ZOOM ONLY meeting:

Meeting ID: 895 8876 3523

Passcode: 451032

Dial by your location

+1 253 215 8782 US

888 788 0099 US Toll-free

877 853 5247 US Toll-free

Meeting ID: 895 8876 3523

Passcode: 451032

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 Minutes from Regular Assembly Meeting

11C1 – Planning Commission Appointment

***3. APPROVAL OF MINUTES – 7/14/20 Regular**

4. PUBLIC COMMENTS – Where possible, please provide your public comments in writing and send them to Clerk@haines.ak.us by 5:00 pm July 27. This meeting will be streamed live via KHNS (KHNS.org and use the button on the right side of its page that says “Listen Live to Haines Borough Meetings”) or attend via zoom (details above). Remember, your written comments will likely be more influential since assembly members will have the opportunity to process your comments prior to the meeting.

5. ASSEMBLY COMMENTS

6. MAYOR’S REPORT AND COMMENTS

A. Proclamation for Lucy Harrell Day

B. Proclamation honoring the 30th Anniversary of the ADA

7. PUBLIC HEARINGS - Public hearing comments may be sent in writing and to Clerk@haines.ak.us by 5:00 pm July 27. For verbal testimony, public hearing sign-ups will open when this agenda is published. Please contact Clerk@haines.ak.us to let us know your name and the Ordinance you would like to address, your name will be called at the appropriate time. **YOU MUST SIGN UP IN ADVANCE TO PROVIDE TESTIMONY AT PUBLIC HEARINGS.**

A. Ordinance 20-06-573 – First Hearing

An Ordinance of the Haines Borough amending Haines Borough Code Title 18 to Allow Small Farm Animals under Agriculture, Personal Use.

Motion#1: Adopt Ordinance 20-06-573 then

Motion #2: Amend the Ordinance to include the phrase “or become an attractant for Bears and the requirement that all livestock shall be fenced.

7. PUBLIC HEARINGS – *Continued*

B. Ordinance 20-06-574

An Ordinance of the Haines Borough placing a proposition on the October 6, 2020 Haines Borough General Election ballot to amend Borough Charter Section 6 to provide for Police Emergency Response Outside the Townsite.

Motion#1: Adopt Ordinance 20-06-574

Motion#2: Amend the Ordinance to allow for a formula based on the prior year's actual response.

8. STAFF/FACILITY REPORTS

A. Interim Borough Manager - 07/28/20 Report

9. COMMITTEE/COMMISSION/BOARD REPORTS & APPROVED MINUTES

A. Planning Commission – Minutes from 6/11/20

B. Assembly Committees and Liaison Reports
Commerce Committee – Gabe Thomas, Chair

10. UNFINISHED BUSINESS – None

11. NEW BUSINESS

A. Resolutions [Individual comments are limited to 3 minutes]

1. Resolution 20-07-877

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to dispose of a 1994 Ford L9000 Class 8 Dump Truck; a Roll on-roll off dock and 1999 Chevrolet Express G3500 Cargo Van (Old CYD Van) by public sealed bid auction to the highest bidder as specified in Haines Borough Code 14.24.010 (Disposal of personal property).

This Resolution is recommended by the Director of Public Facilities.

Motion: Adopt Resolution 20-07-877

2. Resolution 20-07-878

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a contract with PDC Engineers for the Tlingit Park Upgrade Pole Building project design and engineering for an amount not-to-exceed \$29,120.

This Resolution is recommended by the Director of Public Facilities.

Motion: Adopt Resolution 20-07-878

B. Ordinances for Introduction

Note: Five minutes allowed for the assembly to determine if a proposed ordinance has merit and should be advanced to a public hearing.

*1. Ordinance 20-07-575

An Ordinance of the Haines Borough authorizing the Borough Manager to amend Loan Number 395251 with the Alaska Department of Environmental Conservation to increase the loan for an amount not to exceed \$1,000,000 to fund the Phase 3 Asbestos-Cement (AC) Pipe Replacement 3rd Avenue project.

This ordinance is being introduced by the Mayor and is recommended by the Interim Borough Manager.

Motion: Introduce Ordinance 20-07-575 and schedule it for two public hearings 8-11-20 and 8-25-20.

C. Other New Business

*1. Planning Commission Appointment

Appointment applications have been received for a seat on the Planning Commission.

The mayor makes the attached appointment and seeks assembly confirmation.

Motion: Confirm the mayor's appointments of Sarah Roark to Seat A of the Planning Commission with a term ending 11/20/21.

C. Other New Business - Continued

2. Report on Sale of Borough Land

3. CARES Act Funding Requests

The CARES Act Ad Hoc Committee meeting is scheduled July 23 (after the publishing of this agenda). The recommendations of the committee will be provided as a Supplemental Document.

4. EOC Update

Recommendation from the EOC

12. CORRESPONDENCE

A. Alaska Marine Highway Reshaping Work Group Letter

13. SET MEETING DATES

A. Next Assembly/Planning Commission COW on the Sale of Borough Land

14. PUBLIC COMMENTS

15. ANNOUNCEMENTS/ASSEMBLY COMMENTS/DIRECTION TO THE MANAGER

16. ADJOURNMENT


Haines Borough
Borough Assembly Meeting #404
July 14, 2020
MINUTES

Draft

1. **CALL TO ORDER/PLEDGE TO THE FLAG/ROLL CALL**: Mayor **HILL** called the meeting to order at 6:30 p.m. in the Assembly Chambers and led the pledge to the flag.

Present: Mayor **HILL**, Assembly Members Stephanie **SCOTT**, Brenda **JOSEPHSON**, Zephyr **SINCERNY**, Jerry **LAPP**, Paul **ROGERS** and Gabe **THOMAS**.

Staff Present: Alekka **FULLERTON**/Interim Manager/Borough Clerk, Ed **COFFLAND**/Director of Public Facilities, Jila **STUART**/Finance Director.

Visitors Present: Paul **NELSON**, Don **TURNER JR**, Dawn **DROTOS**, Kari **JOHNSON**, Jennifer **PETERS**, and on zoom: Burl **SHELDON**, Jojo **GOERNER**, Erika **MERKLIN**, Sue **CHASEN**, Julie **KORSMEYER**, Jim **JURGELEIT**, Cindy **JONES**, Evelynna **VIGNOLA**, Tom **MORPHET**, Sharon **RESNICK** and others.

2. **APPROVAL OF AGENDA & CONSENT AGENDA**

The following Items were on the published consent agenda indicated by an asterisk (*)

3 – Approve Minutes from Regular Assembly Meeting

11C1 – Adopt CFO and Borough Clerk Performance Evaluation Forms

Motion: **ROGERS** moved to “approve the agenda/consent agenda after item 11C1 was removed from the consent agenda,” and the motion carried unanimously.

- *3. **APPROVAL OF MINUTES** – 06/23/20 Regular.

Note: The motion adopted by approval of the consent agenda: “approve minutes of the 06/23/20 regular borough assembly meeting.”

4. **PUBLIC COMMENTS**: **TURNER, DROTOS, JOHNSON, PETERS, SHELDON, GOERNER, MERKLIN, CHASEN, KORSMEYER, JURGELEIT, JONES, MORPHET, RESNICK**
5. **ASSEMBLY COMMENTS**: **ROGERS**
6. **MAYOR’S REPORT AND COMMENTS**:
Mayor **HILL** reminded people to complete the census and the school board survey, thanked people for the 4th of July celebration, and reminded people about the discussion about Borough Land Sales tomorrow night.
7. **PUBLIC HEARINGS**

- A. **Ordinance 20-06-573** – First Hearing

An Ordinance of the Haines Borough amending Haines Borough Code Title 18 to Allow Small Farm Animals under Agriculture, Personal Use.

Mayor **HILL** opened and closed the public hearing at 7:07 pm since no member of the public signed up to speak on this issue.

- B. **Ordinance 20-06-574** – First Hearing

An Ordinance of the Haines Borough placing a proposition on the October 6, 2020 Haines Borough General Election ballot to amend Borough Charter Section 6 to provide for Police Emergency Response Outside the Townsite.

Mayor **HILL** opened the public hearing at 7:09 pm and the following people spoke: **NELSON, SCHNABEL**

Hearing no further comments, the Mayor closed the public hearing at 7:12 pm.

Motion: **JOSEPHSON** moved to “Direct the Borough Manager to review the existing ordinance to consider the clarification of urgent cause and reimbursement to townsite tax payers,” and the motion carried unanimously.

8. STAFF/FACILITY REPORTS

A. Interim Borough Manager – 07/14/20 Report

FULLERTON summarized her written report and answered questions from the assembly.

Motion: **ROGERS** moved to “Refer the Issue of the Museum to the Government Affairs and Services Committee,” and the motion carried absent objection.

Motion: **LAPP** moved to “Accept the Cox proposal for the Hazardous Waste Collection Program, and the motion carried unanimously.

Motion: **ROGERS** moved to “Issue an RFP to take on towing abandoned vehicles with billing to the last registered owner of the vehicle,” and the motion **FAILED** 4-2 with **LAPP** and **ROGERS** in favor.

Motion: **JOSEPHSON** moved to “Refer the Issue of Towing Vehicles to the Government Affairs and Services Committee,” and the motion carried unanimously.

B. Finance Director Report- 2020 (FY21) Property Tax Summary

9. COMMITTEE/COMMISSION/BOARD REPORTS & APPROVED MINUTES

A. Tourism Advisory Board - Minutes from May 28, 2020

B. Haines Sheldon Museum – Minutes from April 9, May 14 and June 18, 2020

C. Port and Harbor Advisory Committee – Minutes from May 28, 2020

D. Public Safety Commission – Minutes from March 11

E. Assembly Committees and Liaison Reports

10. UNFINISHED BUSINESS – None.

11. NEW BUSINESS

A. Resolutions

1. Resolution 20-07-874

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a construction contract with Chilkat Custom Contractors, LLC for the Haines Public Safety Building Apparatus Bay Door Upgrades for an amount not to exceed \$100,866.00

No member of the public spoke regarding the agenda item.

Motion: **SCOTT** moved to “Adopt Resolution 20-07-874,” and the motion carried unanimously in a roll call vote.

2. Resolution 20-07-875

A Resolution of the Haines Borough Assembly authorizing the Interim Borough Manager to execute a construction contract with Glacier Construction, dba Southeast Road Builders for the Ad Alt A of Small Tracts/Mud Bay Rd/3rd Avenue AC Pipe Replacement project for Phase 3 AC Pipe Replacement on 3rd Avenue for an amount not to exceed \$ 715,888.00.

No member of the public spoke regarding the agenda item.

Motion: **ROGERS** moved to “Adopt Resolution 20-07-875,” (**THOMAS** recused himself from the vote due to his existing relationship with SERB), and the motion carried unanimously in a roll call vote.

11. **NEW BUSINESS**

A. Resolutions- *Continued*

3. **Resolution 20-07-876**

A Resolution of the Haines Borough Assembly Authorizing the Interim Borough Manager to execute a contract with proHNS Engineers, LLC. for Contract Administration and Construction Inspection Services associated with the Small Tracts, Mud Bay Road AC Pipe Replacement Project Ad Alt A Phase 3 3rd Ave in an amount not to exceed \$37,184.00

No member of the public spoke regarding the agenda item.

Motion: SCOTT moved to "Adopt Resolution 20-07-876," (THOMAS recused himself from the vote due to his existing relationship with SERB), and the motion carried unanimously in a roll call vote.

B. Ordinances for Introduction - None

C. Other New Business

1. **Adopt CFO and Borough Clerk Performance Evaluation Forms**

Motion: SINCERNY moved to "Adopt the CFO and Borough Clerk Performance Evaluation forms and distribute them to the Assembly on 07/15/20 to complete the forms and return them to the Mayor on 07/24/20."

2. **CARES Act Funding Requests**

a. Haines Small Business Emergency Grant Program

Motion: SCOTT moved to "Reopen the Haines Small Business Emergency Grant Program until July 31,"

Primary Amendment: SCOTT moved to amend the program to allow the changes as the Finance Director outlined, namely to allow businesses to apply if they had a business license in 2019, if they are only required to file an annual return but have no tax liability, and if they are a non-profit but do not have a tax exempt card," and the tied vote **FAILED** when the Mayor broke the tie in the negative (SCOTT, SINCERNY and THOMAS voted in favor of the motion).

Motion to Divide the Question: THOMAS moved to divide the question and vote on each item raised by the CFO separately," and the motion carried unanimously.

1. Allow businesses to apply if they had a business license in 2019 and the motion carried unanimously.

2. Allow businesses to apply if they are only required to file an annual return but have no tax liability and has not filed and the motion **FAILED** 2-4 with SCOTT and SINCERNY in favor.

3. Allow non-profits to apply even if they do not have a tax exempt card and the main motion carried unanimously.

b. Airlift Northwest Request for CARES Act Funds

Motion: LAPP moved to "refer this request and the following AML and the two food security funding requests to the CARES Act Ad Hoc Committee," and the motion carried unanimously.

c. Alaska Municipal League Request for CARES Act Funds

d. Food Security Strategy Group Proposal for CARES Act Funds

e. Southeast Alaska State Fair Request

Motion: SCOTT moved to "Direct the Manager to bring forth a budget amendment to provide \$20,000 to the SEAK Fair," and the motion was withdrawn absent objection.

Motion: THOMAS moved to "Refer this matter to the CARES Act Ad Hoc Committee for funding from CARES Act funds" and the motion carried unanimously.

11. NEW BUSINESS

C. Other New Business– *Continued*

3. EOC Update and MOU for asymptomatic testing with SEARHC

Motion: LAPP moved to "Authorize the Interim Manager to sign the MOU with SEARHC to provide asymptomatic COVID testing to people travelling to Haines,"

Primary Amendment: JOSEPHSON amended the amount to \$50,000 and the motion carried unanimously.

And the main motion, as amended, carried unanimously in a roll call vote.

4. Biomass

Motion: ROGERS moved to "Discontinue the Biomass Project," and the motion carried 5-1 in a roll call vote with SCOTT opposed.

5. Ron Jackson Agenda Request

Motion: SINCERNY moved to "Censure Paul Rogers for the following: 1) for attempting to usurp the supervisory authority of the members of this body by his individual actions in attempting to force the manager to resign, and 2) for belittling the manager in a public meeting," and the motion FAILED 3-2 with SCOTT and SINCERNY in favor. ROGERS recused himself from the vote.

12. CORRESPONDENCE

A. Chilkat Valley Community COVID Survey Results

13. SET MEETING DATES

A. COW to complete performance evaluations July 29, 2020 at 6:30 pm

B. Townhall for Community Discussion about the Role of the Manager August 6, 2020 at 6:30 pm

C. Joint Meeting with School Board August 5

D. CARES Act Committee Meeting July 23, 2020 at 6:30 pm

14. PUBLIC COMMENTS: CHASEN, VIGNOLA

** The meeting was adjourned at this point in the meeting since Haines Borough Code Section 2.10.010D provides that Borough Assembly meetings shall adjourn no later than 10:00 pm unless a motion was made by 9:30 pm to extend the meeting.*

15. ANNOUNCEMENTS/ASSEMBLY COMMENTS/DIRECTION TO THE MANAGER

16. ADJOURNMENT – 10:00 pm

ATTEST:

Janice Hill, Mayor

Alekkha Fullerton, Borough Clerk



Haines Borough
Assembly Agenda Bill

Agenda Bill No.: 20-1031

Assembly Meeting Date: 7/28/20

Business Item Description:	Attachments:
Subject: Code Change to allow small farm animals under Agriculture, Personal Use	1. Ordinance 20-06-573 2. Email with ADF&G Proposed Amendment 3. Planning Commission Request for Action
Originator: Planning Commission	
Originating Department: Lands/Administration	
Date Submitted: 06/12/20	

Full Title/Motion:
Motion: Amend and Adopt Ordinance 20-06-573.

Administrative Recommendation:
This resolution is recommended by the Interim Manager.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$	\$ 0	\$ 0	

Comprehensive Plan Consistency Review:
Comp Plan Goals/Objectives: Consistent: Yes No

Summary Statement:
The Planning Commission considered comments from the public which led them to recommend a code change allowing residents to keep small farm animals for personal use in all residential zones irrespective of the size of the lot.
After the Planning Commission meeting, the Clerk's Office amended the proposed Ordinance to suggest additional changes for clarity which are consistent with the Planning Commission's intent.
ADF&G has proposed the ordinance by amended to include the phrase "or become an attractant for bears. All livestock shall be fenced." after the word "pollution" (email attached).

Referral:
Referred to: Referral Date:
Recommendation: Meeting Date:

Assembly Action:
Meeting Date(s): 06/23/20, 7/14/20, 7/28/20 Public Hearing Date(s): 7/14/20, 7/28/20
Postponed to Date:

An Ordinance of the Haines Borough amending Haines Borough Code Title 18 to Allow Small Farm Animals under Agriculture, Personal Use.

BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

Section 1. Classification. This ordinance is of a general and permanent nature and the adopted amendment shall become a part of the Haines Borough Code.

Section 2. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held to be invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

Section 3. Effective Date. This ordinance is effective upon adoption.

Section 4. Amendment of Section 18.20.020 Section 18.20.020 of the Haines Borough Code is hereby amended, as follows:

NOTE: **Bolded/UNDERLINED** ITEMS ARE TO BE ADDED
~~STRIKETHROUGH~~ ITEMS ARE DELETED

18.20.020 Definitions – Regulatory.

"Agriculture, personal use" means a use involving the growing of vegetation or raising of animals for beautification, consumption or barter, including: ornamentals, vegetables or the keeping of any combination of up to six small farm animals (~~as described in HBC 18.60.020(C)(2)~~) on lots of less than one acre and 12 on lots greater than one acre grown for use as food, but which do not produce objectionable odors, noise or nonpoint source pollution. Personal use agriculture does not include **roosters or** the keeping of animals capable of growing to 75 pounds or more. Greater numbers of small animals than specified herein will be considered animal husbandry and shall be regulated by HBC 18.60.020(C).

Section 5. Amendment of Section 18.20.020 Section 18.20.020 of the Haines Borough Code is hereby amended to add:

18.20.020 Definitions – Regulatory.

"Small Farm Animals" means fowl, rabbits or other small farm animals being raised as a hobby, for the production of eggs, butchering, or the use of their fur or pelt, may be kept on any residential lot.

Section 6. Amendment of Section 18.60.020(C)(2): Section 18.60.020(C) of the Haines Borough Code is hereby amended, as follows:

18.60.020 Special Approval Criteria

...

(C) Animal Husbandry

...

2. Small **Farm** Animals. Small farm animals such as fowl, rabbits or other small animals being raised ~~as a hobby~~, for the production of eggs, butchering, or the use of their fur or

Haines Borough
Ordinance No. 20-06-573
Page 2 of 2

pelt, may be kept on any lot with a total lot area of one-half acre or more, with at least 500 square feet dedicated to the keeping of the animals – including cages and storage buildings.

...

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS ___
DAY OF _____, 2020.

ATTEST:

Jan Hill, Mayor

Aleka Fullerton, Borough Clerk

Date Introduced:	06/23/20
Date of First Public Hearing:	07/14/20
Date of Second Public Hearing:	07/28/20

From: [Dan Egolf](#)
To: [Alekka Fullerton](#)
Subject: New farms and bears
Date: Thursday, July 09, 2020 5:29:13 PM

EXTERNAL EMAIL: Do not open links or attachments unless you recognize the sender and know the content is safe.

Hi Alekka,

I was wondering if the Assembly might consider adding the wording in red below to the personal use agriculture regulations considering the recent findings of the Bear Task Force that F & G just shared. See email from Carl below.

Thanks,

Dan Egolf, VP
Alaska Chilkoot Bear Foundation

18.20.020 Definitions – Regulatory.

“Agriculture, personal use” means a use involving the growing of vegetation or raising of animals for beautification, consumption or barter, including: ornamentals, keeping of any combination of up to six small farm animals (as described in HBC 18.60.020(C) (2)) on lots of less than one acre and 12 on lots greater than one acre grown for use as food, but which do not produce objectionable odors, noise, non point source pollution **or become an attractant for bears. All livestock should be fenced.** Personal use agriculture does not include roosters or the keeping of animals capable of growing to 75 pounds or more. Greater numbers of small animals than specified herein will be considered animal husbandry and shall be regulated by HBC 18.60.020©.

From Carl Koch, F & G Bear Biologist:

If you can find away to fit livestock/chickens need to be protected with an electric fence that would be helpful. Our top three complaints seem to have been trash, freezers, and chickens/ducks, etc. Last fall we even had guy cull the remaining chickens because he didn't want the brown bear to come back and it had gotten several houses in the neighborhood.



Haines Borough
BOROUGH ASSEMBLY
ACTION REQUEST

DATE: June 11, 2020

TO: Borough Assembly

FROM: Borough Planning Commission

SUBJECT: Draft Ordinance: Agriculture, Personal Use in Title 18

ACTION:

Ferrin moved to refer the draft ordinance to the assembly and the motion carried unanimously.

RATIONALE:

Remove specific approval criteria 18.60.020(N) from the definition of "Agriculture, Personal Use". Removing the specific approval criteria will allow up to 6 Hens on lots smaller than one half acre as a use by right in all allowed zones.

BOARD REQUEST:

The Planning Commission requests that the Assembly adopt draft ordinance.

SUBMITTED BY *Diana Lapham*
Diana Lapham, Chair
Haines Borough Planning Commission

An Ordinance of the Haines Borough amending Haines Borough Code Title 18 Land Use/Development to provide definitions and zoning regulations for Agriculture, Personal Use.

BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

Section 1. Classification. This ordinance is of a general and permanent nature and the adopted amendment shall become a part of the Haines Borough Code.

Section 2. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held to be invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

Section 3. Effective Date. This ordinance is effective upon adoption.

Section 4. Amendment of Section 18.20.020 Section 18.20.020 of the Haines Borough Code is hereby amended, as follows:

NOTE: **Bolded/UNDERLINED** ITEMS ARE TO BE ADDED
~~STRIKETHROUGH~~ ITEMS ARE DELETED

18.20.020 Definitions – Regulatory.

“*Agriculture, personal use*” means a use involving the growing of vegetation or raising of animals for beautification, consumption or barter, including: ornamentals, vegetables or the keeping of any combination of up to six small animals ~~(as described in HBC 18.60.020(C)(2))~~ on lots of less than one acre and 12 on lots greater than one acre grown for use as food, but which do not produce objectionable odors, noise or nonpoint source pollution. Personal use agriculture does not include the keeping of animals capable of growing to 75 pounds or more. Greater numbers of small animals than specified herein will be considered animal husbandry and shall be regulated by HBC 18.60.020(C).

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS ___ DAY OF _____, 2020.

ATTEST:

Jan Hill, Mayor

Alekkka Fullerton, Borough Clerk

Date Introduced: ___/___/20
Date of First Public Hearing: ___/___/20
Date of Second Public Hearing: ___/___/20



Haines Borough
Assembly Agenda Bill

Agenda Bill No.: 20-1027

Assembly Meeting Date: 07/128/20

Business Item Description:	Attachments:
Subject: Ballot Proposition to Amend Charter regarding Emergency Police	1. Ordinance 20-06-574 2. Memo from the Interim Manager 3. Resolution 19-11-835S
Originator: Borough Assembly	
Originating Department: Borough Assembly	
Date Submitted: 6/9/20	

Full Title/Motion:
Motion: Amend and Adopt Ordinance 20-06-574.

Administrative Recommendation:
This ordinance is recommended by the Government Affairs and Services Committee.

Fiscal Impact:			
Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ 0	\$ 0	\$ 0	Lease approved by later ordinance

Comprehensive Plan Consistency Review:	
Comp Plan Goals/Objectives:	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Summary Statement:
<p>Haines Borough Charter Section 6.01 grants the Borough power to provide for emergency dispatch Areawide. This Ordinance expressly authorizes emergency response in addition to emergency dispatch.</p> <p>Resolution 19-11-835S was adopted 12-10-19 and called for the expansion of emergency dispatch to include emergency services to be put to the voters at the October 6, 2020 regular election.</p> <p>This ordinance has been developed by the Government Affairs and Services Committee and is the mechanism to put the proposition to the voters.</p> <p>The Public Safety Commission considered and recommends this ordinance as attached. 7/28/20 - see Memo from Interim Manager attached.</p>

Referral:	
Referred to: GASC	Referral Date:
Recommendation: Develop Ordinance to put proposition to the voters.	Meeting Date: 06/09/20

Assembly Action:	
Meeting Date(s): 6/23/20, 7/14/20, 7/28/20	Public Hearing Date(s): 7/14/20, 7/28/20
	Postponed to Date:

An ordinance of the Haines Borough placing a proposition on the October 6, 2020 Haines Borough General Election ballot to amend Borough Charter Section 6 to provide for Police Emergency Response Outside the Townsite

BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

Section 1. Classification. This ordinance is a non-code ordinance authorizing placing a proposed amendment to the Haines Borough Charter on the ballot for the 2020 general municipal election.

Section 2. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held to be invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

Section 3. Proposed Amendment of Charter Section 6.01. It is hereby determined to be for a public purpose and in the public interest of the Haines Borough to place a question on the October 6, 2020 regular Haines Borough General Election ballot that would amend the Haines Borough Charter, to add Police Emergency Response Outside the Townsite as follows:

NOTE: **Bolded/UNDERLINED** ITEMS ARE TO BE ADDED
~~STRIKETHROUGH~~ ITEMS ARE DELETED

Charter Section 6.01 Areawide Powers

The Haines Borough shall exercise areawide the powers to provide for tax assessment and levy; planning, platting, zoning; and education.

In addition, the borough may exercise on an areawide basis, by ratification of this charter, the powers to provide for the following services:

- (1) control of hazardous substances,
- (2) emergency medical services and other medical services,
- (3) emergency dispatch **including emergency police and fire response.**

...

Section 4. The Borough shall submit the following proposition to the qualified voters of the Haines Borough at the October 6, 2020 Haines Borough General Election:

PROPOSITION No. x

AMEND CHARTER 6.01 TO AMEND THE DEFINITION OF EMERGENCY DISPATCH TO INCLUDE EMERGENCY RESPONSE

Shall Section 6.01 of the Haines Borough Charter be amended to provide for Emergency Response as well as emergency dispatch?

Section 5. Amendment of Chapter 2.40.040. Chapter 2.40.040 of the Haines Borough Code of Ordinances is amended as follows:

2.40.40 Emergency Police Response

A. Emergency Police Response outside the Townsite. The police may provide emergency response outside of the townsite when, either:

- 1. There is no Alaska State Trooper (not including a Wildlife Trooper) assigned to the Haines Post; or**
- 2. Pursuant to a mutual aid agreement with the Alaska State Troopers.**

B. The Townsite Area Fund (Fund 02) shall be reimbursed from the General Fund (Fund 01) to compensate for emergency response services based on actual responses in the prior fiscal year.

Section 6. Sections 3, 4 and 5 of this ordinance shall become effective only if the proposition described in Section 4 is approved by a majority of the qualified voters voting on the proposition at the October 6, 2020 Haines Borough General Election and shall take effect thirty days after certification of the results of the election.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS ___ DAY OF JULY, 2020.

Jan Hill, Mayor

Attest:

Alekk Fullerton, CMC, Borough Clerk



Memo

Date: July 22, 2020
To: Mayor and Borough Assembly
From: Alekka Fullerton, Interim Manager
Re: Ordinance 20-06-574

On July 14, 2020, the Assembly directed the Borough Manager to “review the existing ordinance to consider the clarification of urgent cause and reimbursement to townsite tax payers,” and the motion carried unanimously.

After review of the Ordinance, it appears that there is no definition of “urgency”. The quoted language was from the Agenda Bill and, as such, does not need consideration with this ordinance.

With respect to the funding mechanism, it is recommended that the words “according to a formula” before the words “actual responses” so that section B reads:

The Townsite Area Fund (Fund 02) shall be reimbursed from the Areawide General Fund (Fund 01) to compensate for emergency response services according to a formula based on actual responses in the prior fiscal year.

The benefit of providing for a formula allows the shifting of resources from the Areawide General Fund to the Townsite Area Fund (not the Police Department) to make townsite taxpayers whole for emergency response outside of the townsite without burdening staff with the responsibility of tracking and logging the officer’s actual time expended.

HAINES BOROUGH
RESOLUTION No. 19-11-835S

Adopted

A Resolution of the Haines Borough Assembly interpreting Haines Borough Charter Section 6.01 Areawide Powers (3) emergency dispatch to include the dispatch of all emergency services including emergency police services.

WHEREAS, Haines Borough Charter Section 6.01 grants the Borough power to provide for emergency dispatch Areawide; and

WHEREAS, on November 6, 2018, the assembly directed the manager to have the Police Department respond to urgent calls (defined as imminent threat to life or property, or an articulable crime in progress) and to allow them to assist both AST and the Fire Department/EMS as requested; and

WHEREAS, the Haines Borough currently dispatches for fire, ambulance and police; and

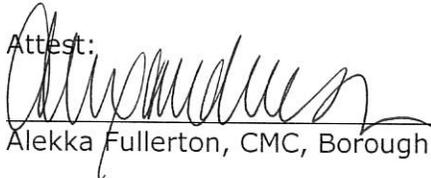
WHEREAS, Section 18.09 of the Haines Borough Charter defines "emergency" as "an unforeseen occurrence or condition which results or apparently will result in an insufficiency of services or facilities substantial enough to endanger the public health, safety or welfare"; and

WHEREAS, Black's Law dictionary defines "dispatch" to mean "sending off with speed";

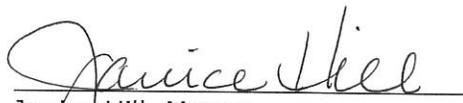
NOW, THEREFORE, BE IT RESOLVED that the Haines Borough Assembly interprets Haines Borough Charter Section 6.01 Areawide Powers (3) emergency dispatch as allowing the police department to respond to emergencies outside the Townsite until the Haines Borough voters have settled the question of emergency police services at the October 6, 2020 regular election. These emergency services shall be paid for from sales tax revenue (general fund as a general municipal purpose).

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 10th day of December, 2019.

Attest:


Alekka Fullerton, CMC, Borough Clerk




Janice Hill, Mayor



Haines Borough
**BOROUGH ASSEMBLY
ACTION REQUEST**

DATE: July 8, 2020

TO: Borough Assembly

FROM: Public Safety Commission

ACTION:

"Public Safety Commission recommends the adoption of Ordinance No. 20-06-574 to the Assembly with the added note that in the event the Charter amendment does not pass, that Chapter 2.40.40 still be adopted by the Assembly," and the motion carried unanimously.

RATIONALE:

This issue has long been considered by the community. Last year, a Resolution (which was supported by the Public Safety Commission) was adopted recommending later submission to the voters.

The Public Safety Commission discussed their request that if the charter change is not adopted by the electorate, that the code amendment providing for financing still be adopted.

COMMISSION REQUEST:

Adopt Ordinance 20-06-574.

INTERIM MANAGER'S REPORT

DATE: July 23, 2020
 TO: Mayor and Borough Assembly
 FROM: Alekka Fullerton, Interim Borough Manager

Ongoing Direction to the Manager:

- 1. Borough Land Sales:** See Agenda Item 11C2.
- 2. Sale of Human Resource Building:** This property is ready to be advertised for sale. It may benefit from a larger pool of Borough properties being readied for sale per Agenda Item 11C2.
- 3. Chilkat Center:** Ongoing discussions with Lee Heinmiller.

Administration

- **Surplus items for Sale.** Per HBC 14.24.010 Disposal of personal property, the Haines Borough is selling several items valued at under \$1,000 by sealed bid. For more information, please see: <https://www.hainesalaska.gov/community/haines-borough-surplus-equipmentitems-sale>.
- **Census:** Haines Response rate has barely increased to 30% in the last few weeks. The public computer will be available during early voting to encourage people to respond to the Census (if they haven't previously) when they come in to vote.
- **Elections:** Any propositions the Assembly would like to see on the October 6, 2020 ballot need to be introduced as ordinances by July 28. The candidate filing period starts August 1 and continues until August 20 at 5:00 pm. Currently, the following seats will appear on the Haines Borough General Election Ballot:

Mayor – Three year term- Jan Hill currently holds this seat

Assembly Seat A – One year term – Jerry Lapp currently holds this seat

Assembly Seat C – Three year term – Stephanie Scott currently holds this seat

Assembly Seat D – One year term – Zephyr Sincerny currently holds this seat

Assembly Seat F- Three year term – Brenda Josephson currently holds this seat

School Board Seat C – Three year term – Brian Clay currently holds this seat

School Board Seat D – Three year term – Sara Chapell currently holds this seat

School Board Seat F – One year term – Lindsey Dixon currently holds this seat

School Board Seat G – Three year term – Anne Marie Palmieri currently holds this seat

Please recall HBC 11.28.010(D) provides that offices will be filled by the candidates receiving the greatest number of votes, and for terms of different lengths, the candidate with the highest number of votes will be elected to the longest term.

Pre-Candidacy Training will take place on August 10, 2020 at 5:30 on ZOOM so anyone considering candidacy can come and learn what to expect from the position.

- **Furlough:** Furloughs continue- thank you for your patience. Some employees have chosen to furlough later in the year. Hourly employees may furlough one day at a time—salaried employees must furlough for the entire week.

Heliski Year End Report: Per HBC 5.24.040, the borough manager shall compile a season-end report to be submitted to the borough assembly annually in July. I have started compiling the data, however I need to follow up with the operators regarding anomalies in the spot checks.

Finance

- **Small Business Grant Program:** The Borough extended the program to 7/31/20 and so far we have received 14 more applications. Many checks have already been sent out for Phase 1 of the Small Business Grant Program. We expect a statement shortly from the state confirming that municipal grants will not impact eligibility for Alaska CARES funding from the state.
- **Individual Grant Program:** For this program, we have decided to create a webform for completion using our website. The webform will export the data to an excel spreadsheet thus reducing staff time spent processing the applications. Staff is exploring providing technical help at the library for completing the form.

Fire Department

- **Fire Chief Out** – Al Giddings is currently out of the state attending his daughter’s wedding Darwin Feakes is the Acting Fire Chief.

Library

- The Chilkat Valley News printed a letter to the editor this week regarding the Library’s plans to change software vendors. The Library Director has touched base with the authors and allayed their concerns, and the CVN will be publishing a follow-up article. The Library’s new software will keep access to all materials we access now, in an easier-to-search format and at a cost savings to the taxpayer.

Parks

- **George Mark Park:** In late April 2020, material suspected to be hydraulic fluid was discovered at the park. After tests were made, the spill appeared dry, granular and not oily. It has since dissipated and is no longer visible.

Police Department

- **KTOO Interview-** the Police Chief was recently interviewed on KTOO with respect to Use of Force policy and the Duty to Intervene. Chief Scott was adamant that ALL police officers have a sworn duty to intervene regardless of who the perpetrator of a crime may be.

Pool

- RenoSys is still here in the Haines Borough making repairs to the pool.

Ports and Harbors

- **Lutak Dock**
 - **Roro:** We are currently advertising to dispose of the current Roll on/Roll off dock (see Agenda item 11A1). The tower has been removed and APT is in the process of providing underground power service.
 - **Delta Western Diesel spill at the Tank Farm.** Clean up continues.
- **Sport Ramp Project**
 - There has been some delay in materials delivery but the quality of the work being performed is good. The project appears to be on time with a projected completion date of October 31.

Public Facilities

- **Current projects:**
 - **Small Tracts/Mud Bay Road/3rd Avenue AC Pipe Replacement**- Apparently some of the pipes were not actually located where we thought they were but the project is on time and the quality of the work is good.
 - **Harbor Diesel Tanks Replacement** – There is much more interest in this project this time. Bids are due 7/30.
 - **Haines Public Safety Apparatus Bay Door** – Awarded and materials have been ordered.
 - **Morgue** – PDC Engineers has been hired to create a HVAC/electrical design for an amount not to exceed \$19,120.
 - **Piedad Springs** – This project has been awarded and will be starting soon. The project has been extended to 10/31.
 - **Planning and Design of new Haines Borough Public Safety Building** – Request for Qualifications has been published. The deadline is July30 and several companies have indicated that they intend to submit proposals.

Public Works

- **Porcupine Road** – The river has washed out again. Volunteers efforts have been coordinated to solve the immediate problem. A more permanent solution is being devised. Much more on this will be forthcoming shortly.
- **Hazardous Waste Collection Program**- The program authorized at the last meeting was a mistake. It was believed that the page that said HAINES at the top was the cost for Haines and the page that said SKAGWAY was for Skagway—when we went to accept the contract, we learned that the cost for both pages was being charged to EACH community. We continue to work on creating an affordable program

Tourism

- All cruise ships have canceled for this summer.

Waste Water Treatment Facility

- We have applied to add Phase 3 Filter Press work to our existing loan. This has become an emergent situation and the WWT staff is working hard to keep it going. We anticipate rebuilding the system with the same company who put it in 30 years ago. Doing so will allow us to complete both Phase 3 and Phase 4.



Haines Borough
Planning Commission Meeting
June 11th, 2020
MINUTES

Approved

1. **CALL TO ORDER/PLEDGE TO THE FLAG:** - Chairman **Lapham** called the meeting to order at 6:30 p.m. in assembly chambers and led the pledge to the flag.
2. **ROLL CALL:** - **Present:** Chairman- Diana **Lapham**; Don **Turner Jr.**; Rob **Goldberg**; Lee **Heinmiller**; Zack **Ferrin**; and Jessica **Kayser Forster**

STAFF PRESENT: Alekka **Fullerton**, Acting Borough Manager / Borough Clerk; and Savannah **Maidy**, Planning and Zoning Tech.

OTHERS PRESENT: Brenda **Josephson**; Assembly Liaison, Libby **Jacobson**

3. **APPROVAL OF AGENDA:**

The following items were on the published consent agenda indicated by an asterisk (*):

4 – Approval of Minutes

Motion: **Ferrin** moved to “Approve the agenda and the consent agenda” and the motion carried unanimously.

- * 4. **APPROVAL OF MINUTES:**

The May 14, 2020 Minutes were approved as part of the approval of the consent agenda.

5. **PUBLIC COMMENTS:** None

6. **CHAIRMANS REPORT:** None

7. **ASSEMBLY LIAISON REPORT:** **Josephson** reported that the FY 2021 Budget had been passed. The assembly directed the manager to hire a lands manager to start the process of selling Borough land.

8. **COMMISSION COMMENTS:** **Lapham, Ferrin**

9. **STAFF REPORT:** None

10. **PUBLIC HEARINGS:** None

11. **UNFINISHED BUSINESS:**

- A. **Findings of Fact – Harry Reitze (4-MBR-05-0220)** – Approval of the findings of fact re CUP #19-58.

Motion: **Ferrin** moved to “Approve the Findings of Fact for Reitze CUP #19-58” and carried unanimously.

12. **NEW BUSINESS:**

- A. **Historic District/Building Review:** None

- B. **Haines Borough Code Amendments:**

1. **Draft Ordinance Agriculture, Personal Use** - An Ordinance amending Haines Borough Code Title 18 to remove specific approval criteria from “Agriculture, Personal Use”.

Motion: **Ferrin** moved to “Recommend the Assembly adopt the draft ordinance” and the motion carried unanimously.

- C. **Project Updates:** None

- D. **Other New Business:** None

13. **PUBLIC COMMENTS:** None

14. **COMMISSION COMMENTS:** Heinmiller, Lapham, Kayser-Forster, and Goldberg

15. **CORRESPONDENCE:** None

16. **SET MEETING DATES:**

A. Regular Meeting: – Thursday, July 9th, 2020 at 6:30 p.m. at Assembly Chambers.

17. **ADJURNMENT:** 6:52pm



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 20-1036
Assembly Meeting Date: 7/28/2020

Business Item Description:	Attachments:
Subject: Authorize Sale of Surplus Items valued over \$1,000	1. Resolution 20-07-877 2. Roll on/Roll off advertisement
Originator: Borough Clerk	
Originating Department: Administration	
Date Submitted: 7/20/20	

Full Title/Motion:
Motion: Adopt Resolution 20-07-877.

Administrative Recommendation:
This resolution is recommended by the Borough Clerk.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$0	\$0	\$0	N/A

Comprehensive Plan Consistency Review:
Comp Plan Goals/Objectives: _____
Consistent: Yes No

Summary Statement:
The Borough has identified surplus items valued over \$1,000 and, per HBC 14.24.010, seeks Assembly resolution to conduct a public sealed bid auction to the highest bidder to dispose of the property.

Time is of the essence for the disposal of the existing Roll on/Roll off dock. Hoonah was previously identified as the recipient of this dock, however, they have changed their mind. The existing roll on/roll off dock must be disposed of in order to make way for the new Roll on/Roll off dock. This item has been advertised separately with a bid due date of July 24. Acceptance of the highest bid will await Assembly approval Tuesday night. More information may be found on our website at : <https://www.hainesalaska.gov/community/haines-borough-sealed-bid-sale-roro-roll-roll-dock>.

Referral:
Referred to: _____ Referral Date: _____
Recommendation: _____ Meeting Date: _____

Assembly Action:
Meeting Date(s): 7/28/2020 Public Hearing Date(s): _____
Postponed to Date: _____

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to dispose of a 1994 Ford L9000 Class 8 Dump Truck; a Roll on-roll off dock and 1999 Chevrolet Express G3500 Cargo Van (Old CYD Van) by public sealed bid auction to the highest bidder as specified in Haines Borough Code 14.24.010 (Disposal of personal property).

WHEREAS, the Interim Borough Manager has recommended a 1994 Ford L9000 Class 8 Dump Truck; a Roll on- Roll off dock and a 1999 Chevrolet Express G3500 Cargo Van (Old CYD Van) be declared surplus; and

WHEREAS, Haines Borough Code 14.24.010 (Disposal of personal property) states the borough assembly shall, by resolution, determine which method or methods shall be used to dispose of personal property valued between \$1,000 and \$25,000; and

WHEREAS, Code states personal property not authorized for abandonment, destruction, sale, or recycling by the manager and no longer needed for municipal purposes shall be disposed of in one or more of the following means: by public outcry auction to the highest bidder; by public sealed bid auction to the highest bidder; to the best qualified proposer who responds to a request for proposals to acquire the property; by sale or transfer to an educational, religious, charitable or nonprofit association or corporation providing service to residents of Haines; or by sale or transfer to the United States, the state of Alaska or an Alaska municipal corporation or any agency or department thereof; and

WHEREAS, the Interim Borough Manager recommends disposing of the 1994 Ford L9000 Class 8 Dump Truck; a Roll on- Roll off dock and a 1999 Chevrolet Express G3500 Cargo Van (Old CYD Van) by public sealed bid auction to the highest bidder,

NOW, THEREFORE, BE IT RESOLVED that the Haines Borough Assembly authorizes the Interim Borough Manager to dispose of a 1994 Ford L9000 Class 8 Dump Truck; a Roll on- Roll off dock and a 1999 Chevrolet Express G3500 Cargo Van (Old CYD Van) by public sealed bid auction to the highest bidder as specified in Haines Borough Code 14.24.010 (Disposal of personal property).

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 28th day of July, 2020.

Janice Hill, Borough Mayor

Attest:

Alekka Fullerton, CMC, Borough Clerk

HAINES BOROUGH *HAINES, ALASKA

PUBLIC NOTICE

Surplus Equipment REQUEST FOR SEALED BIDS

Accepting sealed bids for the following Haines Borough surplus equipment until

5:00PM, Friday, July 24, 2020

Bids drop off: At the Borough Office, 103 Third Avenue S, Haines or at the office, in our drop box, or mailed (Box 1209, Haines, AK. 99827). For more information www.hainesalaska.gov/community/haines-borough-sealed-bid-sale-roro-roll-roll-dock

Located past the Ferry terminal:

RORO- Roll on Roll off dock- No min bid



Please view item prior to submitting a bid. ☹️ **All sales are final and "As-Is"**. ☹️ 10% deposit required with all bids and payment in full within 7 days of bid opening. ☹️ All equipment/items must be removed within 2 weeks of bid opening. The bidder will pay all cost associated with the removal of the RORO.

SALE

Posted 7/16/2020 Donna Lambert, Admin Assistant II Lands Dept



Haines Borough
Assembly Agenda Bill

Agenda Bill No.: 20-1035

Assembly Meeting Date: 7/28/2020

Business Item Description:	Attachments:
Subject: Authorize Contract for Design and Engineering for Tlingit Park Rehab Project	1. Resolution 20-07-878. 2. Task Authorization for Tlingit Park Upgrade Pole Building Design and Engineering 3. PDC Engineers Letter and Proposal 4. Master Contract with PDC Engineers 5. Resolution 18-09-774 amended 10/23/18.
Originator: Director of Public Facilities	
Originating Department: Public Facilities	
Date Submitted: 7/20/20	

Full Title/Motion:
Motion: Adopt Resolution 20-07-878.

Administrative Recommendation:
This resolution is recommended by the Director of Public Facilities.

Fiscal Impact:			
Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ 0	\$ 0	\$ 0	N/A

Comprehensive Plan Consistency Review:	
Comp Plan Goals/Objectives:	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Summary Statement:
This project is a partnership with CIA, utilizing federal funds from the Land and Water Conservation Funds (LWCF) to rehabilitate Tlingit Park and build trails to connect to Harbor Park. This contract is for the design and engineering for the Tlingit Park Upgrade Pole Building Design and Engineering in an amount not to exceed \$29,120.

Referral:	
Referred to:	Referral Date:
Recommendation:	Meeting Date:

Assembly Action:	
Meeting Date(s): 7/28/2020	Public Hearing Date(s):
	Postponed to Date:

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a contract with PDC Engineers for the Tlingit Park Upgrade Pole Building project design and engineering for an amount not-to-exceed \$29,120.

WHEREAS, the Borough entered into a contract on May 18, 2020 with PDC Engineers to provide Professional Design and Engineering Services to the Haines Borough for small projects; and

WHEREAS, the Tlingit Park Rehabilitation and Harbor Park Connection project has received a Land and Water Conservation Fund (LWCF) grant in the amount of \$216,312 (it is a 50/50 matching grant) for the entire project; and

WHEREAS, the Haines Borough has partnered with the Chilkoot Indian Association (CIA) on the construction of this project; and

NOW, THEREFORE, BE IT RESOLVED that the Haines Borough Assembly authorizes the Borough Manager to execute a contract with PDC Engineers for the Tlingit Park Upgrade Pole Building project design and engineering for an amount not-to-exceed \$29,120.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 28th day of July 2020.

Attest:

Janice Hill, Mayor

Alekka Fullerton, CMC, Borough Clerk



Haines Borough

Tlingit Park Upgrade Pole Building Design and Engineering

Task Authorization No. 3

1. Master Contract

PDC Engineers and the Haines Borough entered into a Contract for Professional Services dated May 18, 2020 (Contract). All services under this Task Authorization are subject to the terms and conditions of that Agreement and shall apply in full force and effect.

2. Scope of Services and Deliverables: Work includes structural and electrical design and construction support services in accordance with the PDC letter dated July 13, 2020 (attached).

3. Schedule

- Notice to proceed – July 29, 2020 after Assembly approval.
- Submit 95 percent design by COB on September 14, 2020.
- Submit final design September 30, 2020
- Final project completion – September 30, 2021

4. Payments

The fixed fee basis under this Task Authorization No. 3 shall not exceed \$ 29,120 without prior written approval of the Haines Borough. Payments for services on a fixed fee basis totaling the amount of said proposal as outlined above.

APPROVED FOR:

HAINES BOROUGH, ALASKA

By: _____
Alekkka Fullerton, Interim- Borough Manager

Date: _____

APPROVED FOR:

PDC Engineers

By: _____

Doug Murray, PE, Principal Engineer
July 20, 2020

Date: _____



July 13, 2020

Edward Coffland, PE
Director of Public Facilities,
Haines Borough

SUBJECT: Haines Pole Building Structural and Electrical Engineering

Dear Mr. Coffland:

As requested, we are providing a fee proposal for the structural and electrical engineering for a Pole Building.

Scope of the Pole Building Engineering is providing Structural and Electrical Engineering design and CA support for this facility.

The fee and services are based on our understanding of the project and the following assumptions and exceptions.

- There will be 95% and signed final deliverables with a short review period after the 95% deliverable.
- The structural scope includes wood superstructure design and a concrete foundation. Specification will be provided in sheet spec format.
- Electrical scope includes power service, lighting, and convenience receptacles. No back up power is required, and no signal systems are required.
- Inhouse cost estimates prepared by PDC are acceptable.
- Hazardous material abatement or removal is not anticipated.
- No site visit is included.

We propose to do the work on a fixed fee basis for a total amount of \$29,120. However, if Cost Plus not-to-exceed compensation is wanted let us know.

Thank you for this opportunity; we look forward to beginning this work. Please call if you have any questions or comments.

Sincerely,

Douglas Murray, PE
Principal
PDC Engineers

Attachments: Fee Schedules.

Anchorage | Fairbanks | **Juneau** | Palmer | Soldotna
9109 Mendenhall Mall Rd, Suite 4, Juneau, Alaska 99801
907.780.6060
www.pdceng.com

7/14/2020

PDC Summary Sheet

#	PHASE	STRUCT	ELECT	PDC Reimb. Markup	Total
35	Construction Documents	\$ 14,915	\$ 8,515		\$ 23,430
	Reimbursable	\$ -	\$ -	\$ -	\$ -
	Phase Total	\$ 14,915	\$ 8,515	\$ -	\$ 23,430
80	Construction Administration	\$ 3,190	\$ 2,500		\$ 5,690
	Reimbursable	\$ -	\$ -	\$ -	\$ -
	Phase Total	\$ 3,190	\$ 2,500	\$ -	\$ 5,690
Subtotal		\$ 18,105	\$ 11,015	\$ -	\$ 29,120
Estimated Sales Tax					\$ -
Grand Total					\$ 29,120



This document is proprietary and confidential. No part of this document may be disclosed in any manner to a third party without the prior written consent of PDC Engineers.

7/14/2020

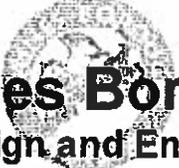
STRUCTURAL ENGINEERING

#	TASK	STRUCTURAL ENGINEERING							Senior Engineering Technician	Hourly Subtotal	Subtotal Cost
		Principal Structural Engineer	Senior Structural Engineer	Lead Structural Engineer	Project Structural Engineer	Staff Structural Engineer	Structural EIT	Structural Engineer			
	Billing Rate (\$/hr)	\$250.00	\$190.00	\$175.00	\$140.00	\$130.00	\$105.00	\$125.00			
35	Construction Documents										
	Review Project Req, Pics, info, Setup project		1					3	4	\$ 505	
	Analysis/Calculations		4					32	36	\$ 4,120	
	Drawings		4					16	52	\$ 6,440	
	Specifications		2					8	10	\$ 1,220	
	Coord/Corrspnd, General		1					4	5	\$ 610	
	Project Meetings							2	2	\$ 210	
	QC		2						2	\$ 380	
	ROM Cost Estimate		1					8	9	\$ 1,030	
	Review Comment Resolution		1					2	3	\$ 400	
	Hourly Subtotal	0	16	0	0	0	0	75	32	0	
	Cost	\$ -	\$ 3,040	\$ -	\$ -	\$ -	\$ -	\$ 7,875	\$ 4,000	\$ -	
										\$ 14,915	
80	Construction Administration										
	Project Coordination; RFI's RFP's		3					8	15	\$ 1,910	
	Submittal Review		1					6	7	\$ 820	
	Site Inspections (0)								0	\$ -	
	Close-out							2	4	\$ 460	
									0	\$ -	
									0	\$ -	
									0	\$ -	
									0	\$ -	
									0	\$ -	
	Hourly Subtotal	0	4	0	0	0	0	16	6	0	
	Cost	\$ -	\$ 760	\$ -	\$ -	\$ -	\$ -	\$ 1,680	\$ 750	\$ -	
										\$ 3,190	
	Discipline Totals	0	20	0	0	0	0	91	38	0	
	Design Services	\$ -	\$ 3,800	\$ -	\$ -	\$ -	\$ -	\$ 9,555	\$ 4,750	\$ -	
										\$ 18,105	

7/14/2020

ELECTRICAL ENGINEERING

#	TASK	Special									Hourly Subtotal	Subtotal Cost
		Principal Electrical Engineer	Projects Electrical Engineer	Senior Electrical Engineer	Lead Electrical Engineer	Project Electrical Engineer	Staff Electrical Engineer	Electrical EIT	Technical Editor	Senior Engineering Technician		
	Billing Rate (\$/hr)	\$250.00	\$250.00	\$200.00	\$180.00	\$155.00	\$130.00	\$105.00	\$110.00	\$125.00		
35	Construction Documents											
	Review Project Req, Pics, Info, Setup project					3					4	\$ 965
	Design Elec - Service					4					3	\$ 995
	Design Electrical; Lights, Circuits					3					3	\$ 840
	Project Coord					3					3	\$ 840
	Cost Estimate - inhouse					2					2	\$ 310
	QC			3		3					3	\$ 1,440
	Submittal 95%, 100%					5					6	\$ 1,525
	Respond to Rev Comments			1		3					3	\$ 1,040
	Bidding Coordination					2					2	\$ 560
											0	\$ -
	Hourly Subtotal	0	0	4	0	28	0	0	0	0	27	59
	Cost	\$ -	\$ -	\$ 800	\$ -	\$ 4,340	\$ -	\$ -	\$ -	\$ -	\$ 3,375	\$ 8,515
80	Construction Administration											
	Project Coordination; RFI's RFP's			1		4					3	\$ 1,195
	Submittal Review					4					4	\$ 620
	Site Inspections (0)										0	\$ -
	Close-out					2					3	\$ 685
											0	\$ -
											0	\$ -
											0	\$ -
											0	\$ -
											0	\$ -
	Hourly Subtotal	0	0	1	0	10	0	0	0	0	6	17
	Cost	\$ -	\$ -	\$ 200	\$ -	\$ 1,550	\$ -	\$ -	\$ -	\$ -	\$ 750	\$ 2,500
	Discipline Totals	0	0	5	0	38	0	0	0	0	33	76
	Design Services	\$ -	\$ -	\$ 1,000	\$ -	\$ 5,890	\$ -	\$ -	\$ -	\$ -	\$ 4,125	\$ 11,015



Haines Borough
Professional Design and Engineering Services

AGREEMENT BETWEEN OWNER AND CONTRACTOR

This Agreement is effective **May 18, 2020** and is between the **Haines Borough**, a municipal corporation organized under the laws of the State of Alaska with its principal place of business at 103 Third Avenue S., Haines, Alaska 99827 ("the Borough") and **PDC Engineers**, a company with its place of business at ~~907 Capital Avenue, Juneau, Alaska, 99804~~ ("the Contractor"). The Borough and the Contractor are sometimes collectively referred to as "Parties."

The Parties agree as set forth below.

9109 MENDEENHALL MALL ROAD, SUITE 4
JUNEAU, ALASKA 99801

Article I - Contract Documents

1.1 The Contract Documents consist of this Agreement, any drawings, specifications or approved submittals, and all modifications issued after execution of this Agreement. The Contract Documents shall form the Contract and are fully incorporated into this Agreement, and shall be a part thereof as if fully set forth herein. If anything in the Contract Documents is inconsistent with this Agreement, the Agreement shall govern.

Article II - The Work

2.1 The Contractor shall provide Professional Design and Engineering services for Haines Borough projects. Each project assignment will be issued as a separate task order.

2.2 The Contractor is responsible for being aware of and complying with all applicable local, state, and federal laws.

Article III - Time of Commencement and Contract Term

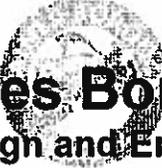
3.1 The work to be performed under this Contract shall be commenced within ten (10) calendar days of receipt by the Contractor of Task Orders specific to each project, and subject to authorized adjustments, all work shall be achieved not later than **December 31, 2020**.

Article IV - Cost of the Work

4.1 The Contractor agrees to submit periodic invoices for work performed, and the Borough agrees to pay the Contractor on a time and materials basis subject to task orders for specific projects.

Article V - Changes in the Work

5.1 The Borough may make changes in the work as provided in the Contract Documents. The Contractor may be reimbursed for changes in the work on the basis of negotiations between the Borough and the Contractor. The Contractor may be reasonably compensated for profit and overhead on changed work items.



Haines Borough

Professional Design and Engineering Services

Page 2 of 3

Article VII - Subcontracts and Other Agreements

7.1 The Borough shall be notified in advance by the Contractor of any work being contemplated for assignment to any sub-contractors and shall approve such tasks being contemplated prior to commencement of any sub-contractor work. The Borough reserves the right to reject or modify any sub-contract assignments, through direction to the Contractor.

7.2 All subcontracts shall conform to the requirements of the Contract Documents.

Article VIII - Insurance

8.1 The Contractor and all sub-contractors shall maintain the following types of insurance coverage when appropriate:

- a) General Liability
- b) Worker's Compensation, as appropriate under State Law
- c) Automobile Liability

Article IX - Payments to the Contractor

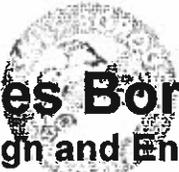
9.1 The Contractor may submit periodic payment requests for work performed during the contract period. The Borough shall review the Contractor's payment requests and, subject to that review, promptly recommend the amount for payment. Such amount shall be payable by the Borough according to its regular accounts payable schedule.

Article X - Termination of Contract

10.1 The Borough retains the right to terminate the contract at any time for any reason, at the convenience of the Borough. If the Borough terminates the contract, it shall reimburse the contractor for any unpaid cost of the work due. The Borough shall also pay to the contractor fair compensation, either by purchase or rental, for any equipment retained. The Borough shall further assume and become liable for obligations, commitments and unsettled claims that the contractor has previously undertaken or incurred in good faith in connection with the work. The Contractor shall assign all interests or rights as the Borough may require for the purpose of vesting in the Borough the rights and benefits of the Contractor under such obligations or commitments.

Article XI - Miscellaneous Provisions

11.1 The Borough's representative under this agreement shall be the Borough Manager.



Haines Borough

Professional Design and Engineering Services

This Agreement entered into as of the day and year first written above.

HAINES BOROUGH

Alekka Fullerton
Interim- Borough Manager

Date Signed 5/27/20

CONTRACTOR

Douglas Murray, PE
PDC Engineers

Date Signed 5/28/2020

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to submit a Land and Water Conservation Fund grant application to the State of Alaska to assist with the Tlingit Park Rehabilitation and Harbor Park Connection project.

WHEREAS, the State of Alaska, Department of Natural Resources, Division of Parks and Outdoor Recreation administers the Land and Water Conservation Fund (LWCF) grant program; and

WHEREAS, LWCF provides up to 50% matching funds for public outdoor recreation projects; and

WHEREAS, Tlingit Park is a popular 4-acre area near the Lynn Canal waterfront previously designated for public outdoor recreation use and is in need of upgrades; and

WHEREAS, the Haines Borough is a qualified applicant for LWCF grant assistance, and Tlingit Park has been identified in the Borough's comprehensive plan as a high priority for needed upgrades and improved access; and

WHEREAS, the Borough proposes to use up to \$250,000 in grant funds to assist with improvements at Tlingit Park; and

WHEREAS, the Borough intends to use local funds to connect an ADA-accessible ramp at Tlingit Park to the Harbor Park pavilion, boat launch, sidewalks, and Portage Cove Trail; and

WHEREAS, the Borough commits to maintaining Tlingit Park and Harbor Park in perpetuity for public outdoor recreation,

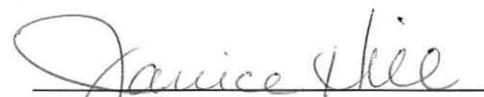
NOW, THEREFORE, BE IT RESOLVED that the Haines Borough Assembly supports preparation and submission of a Land and Water Conservation Fund grant application; further, the Borough Manager is authorized to negotiate, execute and administer all documents required for the application and acceptance of an LWCF grant, and to manage those funds on behalf of the Borough.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on the 11th day of September, 2018. Amended on the 23rd day of October, 2018.

Attest:


Alekka Fullerton, Borough Clerk




Janice Hill, Mayor



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 20-1036
Assembly Meeting Date: 7/28/20

Business Item Description:	Attachments:
Subject: Authorization for Loan for Ad Alt A Phase 3 AC Pipe Replacement 3rd Ave	1. Ordinance 20-07-575 2. Resolution 20-07-875
Originator: Finance Director	
Originating Department: Finance	
Date Submitted: 7/28/20	

Full Title/Motion:
Motion: Introduce Ordinance 20-07-575 and schedule it for two public hearings 8-11-20 and 8-25-20.

Administrative Recommendation:

Fiscal Impact:			
Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ 0	\$ See below	\$ 0	Reduced maintenance costs

Comprehensive Plan Consistency Review:	
Comp Plan Goals/Objectives: Objective 2B, Pages 56-57	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Summary Statement:

On July 14, 2020, the Haines Borough adopted Resolution 20-07-875 allowing a change order for Glacier Construction, Inc. dba Southeast Road Builders to add the additional \$748,471.00 (Ad Alt A) when the additional funds were secured.

This ordinance formally increases the loan from the Alaska Department of Environmental Conservation as previously authorized. This loan is for \$1,000,000 which carries with it a \$500,000 subsidy for Disadvantaged Communities. The remaining 50% of the loan will be repaid over time with user fees.

Referral:	
Referred to:	Referral Date:
Recommendation:	Meeting Date:

Assembly Action:	
Meeting Date(s): 07/28/20	Public Hearing Date(s):
	Postponed to Date:

An Ordinance of the Haines Borough authorizing the Borough Manager to amend Loan Number 395251 with the Alaska Department of Environmental Conservation to increase the loan for an amount not to exceed \$1,000,000 to fund the Phase 3 Asbestos-Cement (AC) Pipe Replacement 3rd Avenue project.

WHEREAS, on February 20, 2020, the Borough submitted a questionnaire to DEC requesting funding for the Phase 3 Asbestos-Cement (AC) Pipe Replacement 3rd Avenue project and an application on June 13, 2020; and

WHEREAS, pursuant to that application the ADEC has authorized an ADWF loan increase for the Phase 3 Asbestos-Cement (AC) Pipe Replacement 3rd Avenue project in an amount of up to \$1,000,000, with up to \$500,000 of the loan amount offered as a subsidy in the form of principal forgiveness (grant) under a federal "disadvantage assistance" program; and

WHEREAS, the total loan amount after the increase will be \$3,329,860 (which is all subject to a 50% subsidy in the amount of \$1,664,930); and

WHEREAS, Haines Borough Charter Section 3.03 requires assembly authorization by ordinance when borrowing money,

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE HAINES BOROUGH, ALASKA:

Section 1. Classification. This ordinance is a non-code ordinance.

Section 2. Effective Date. This ordinance shall become effective immediately upon adoption.

Section 3. Purpose. Authorize the Borough Manager to accept a loan from the Alaska Department of Environmental Conservation.

The Haines Borough authorizes the Borough Manager to execute a \$1,000,000 loan amendment to loan number 395251 with the ADEC pursuant to the Borough's loan application to the ADWF for the Phase 3 Asbestos-Cement (AC) Pipe Replacement project, as well as any and all documents that may be required by the ADEC to reflect indebtedness, the terms of repayment, and any security therefore, including an agreement for the loan and promissory note.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS 28th DAY OF July 2020.

ATTEST:

Janice Hill, Mayor

Aleka Fullerton, CMC, Borough Clerk

Date Introduced: 07/28/20
Date of First Public Hearing:
Date of Second Public Hearing:

A Resolution of the Haines Borough Assembly authorizing the Interim Borough Manager to execute a construction contract with Glacier Construction, dba Southeast Road Builders for the Ad/Alt A of Small Tracts/Mud Bay Rd/3rd Avenue AC Pipe Replacement project for Phase 3 AC Pipe Replacement on 3rd Avenue for an amount not to exceed \$ 715,888.00.

WHEREAS, on May 12, 2020 the Borough awarded the base bid for Small Tracts/Mud Bay AC Pipe Replacement to Glacier Bay Construction Inc. dba Southeast Road Builders, licensed contractors for an amount not to exceed \$1,379,275.00; and

WHEREAS, Ad Alt A for Phase III 3rd Avenue portion of the Small Tracts/Mud Bay/3rd Ave AC Pipe Replacement project for the amount of \$715,888.00 was withheld pending a third loan from an Alaska Drinking Water Fund Loan for Ad Alt A; and

WHEREAS, The Haines Borough on 4/28/20 authorized a loan application for the Alaska Drinking Water Fund for the project entitled Phase 3 AC Pipe Replacement 3rd Ave. (Ad Alt A) for the Small Tracts/Mud Bay Rd/3rd Ave AC Pipe Replacement project; and

WHEREAS, the Haines Borough is ranked number 2 on the 1st Qtr SFY 21 Project Priority List which offers a \$1,000,000 loan with a subsidy of \$500,000 for Disadvantaged Communities; and

WHEREAS, the engineer's estimate for Ad Alt A was \$776,128; and

WHEREAS, the contractor, Glacier Construction, Inc dba Southeast Road Builders has agreed to honor the original Ad Alt A bid of \$715,888.00; and

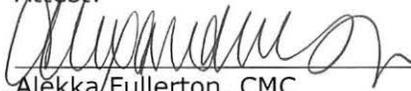
WHEREAS, the Borough will fund this project with an additional Alaska Drinking Water Fund loan through the Alaska Department of Environmental Conservation (ADEC)- the existing loan is for \$1,000,000 with a \$500,000 subsidy (50%) and is being repaid with user fees; and

WHEREAS, the Director of Public Facilities recommends award of Ad Alt A for Phase III to Glacier Construction dba Southeast Road Builders; and

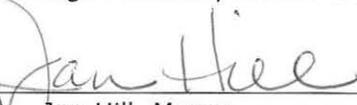
NOW, THEREFORE, BE IT RESOLVED that the Haines Borough Assembly authorizes the Interim Borough Manager to execute a construction contract with Glacier Construction Inc. dba Southeast Road Builders for the Small Tracts/Mud Bay/3rd Ave AC Pipe Ad Alt A Bid in an amount not to exceed \$715,888.00.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 14th day of July, 2020.

Attest:


Alekka Fullerton, CMC
Borough Clerk




Jan Hill, Mayor



Haines Borough
BOROUGH ASSEMBLY
ACTION REQUEST

11C1

DATE: July 9, 2020

TO: Borough Assembly

FROM: Borough Planning Commission

SUBJECT: Planning Commission Seat A Appointment

ACTION:

Ferrin made a motion to the Mayor that Sarah Rork be appointed for seat A, (expiring 11/30/21), and the motion carried unanimously.

BOARD REQUEST:

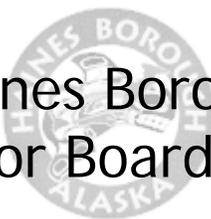
The Planning Commission requests that the Assembly appoints Sarah Rork to the Planning Commission.

SUBMITTED BY

A handwritten signature in cursive script that reads "Diana Lapham". The signature is written over a horizontal line.

Diana Lapham, Chair
Haines Borough Planning Commission

Haines Borough Application for Board Appointment



- Appointment** (I am not currently on the board)
 Reappointment (I am currently a member of the board)

Check the board, commission, or committee for which you are applying :

<input checked="" type="checkbox"/>	Planning Commission		Port and Harbor Advisory Committee
	Tourism Advisory Board		Code Review Commission
	Chilkat Center Advisory Board		Fire Service Area Board #3 (Klehini)
	Parks and Recreation Advisory Committee		Letnikof Estates Road Maintenance Service Area Board
	Museum Board of Trustees		Riverview Drive Road Maintenance Service Area Board
	Library Advisory Board		Historic Dalton Trail Road Maintenance Service Area Board
	Public Safety Commission		Four Winds Road Maintenance Service Area Board
	Temporary (Ad-hoc) Board/Committee _____		

Name: Sarah Katherine Roark
Residence Address: 18.3 Mile Haines Highway
Mailing Address: HC 60 Box 18300
Business Phone: 907.303.0037 **Home Phone:** 907.767.5404
Fax: 907.767.5404 **Email:** sarahkroark@gmail.com

I declare that I am willing to serve as a member of the designated board, commission, or committee. Please enter my name for consideration of appointment by the mayor, subject to confirmation by the assembly. I am a registered voter of the State of Alaska and have resided within the Haines Borough for at least thirty (30) days preceding this date or the date of appointment.*

Sarah Roark
 Signature of Applicant

April 1, 2020
 Date

PLEASE BRIEFLY DESCRIBE YOUR QUALIFICATIONS (You may attach a resume):

In my life I have accrued a diverse set of knowledge and skills that would help me qualify and contribute to the planning commission. These include an associates degree in Civil Engineering as well as a bachelors degree in Biology with a minor in Geology. I have worked as a waitress, secretary, police dispatcher, NOAA fisheries observer, Fish & Game Tech and most currently as a mariner at AMHS. In my work and life experience, I have dealt with a broad range of issues as well as a diverse population.

* HBC 2.60.020 - A member of a committee, board or commission shall be a resident of the borough as defined below...a person qualifying as a borough resident shall: A) continue to maintain the person's principal place of residence within the corporate boundaries of the borough and have done so for at least 30 days immediately preceding the date of the person's appointment by the mayor; and B) physically occupy said residence for at least 30 days immediately preceding the date of the person's appointment by the mayor.

Sarah K. Roark
HC 60 Box 18300
Haines, AK 99827
(907) 767-5404
sarahkroark@gmail.com

Objective

I would like to serve on the planning commission in order to provide additional guidance and perspective for the successful planning for the future of the Haines Borough.

Abilities

I am someone that does well when in unfamiliar and uncomfortable situations. This is because I can take what is presented to me, access it and make decisions based on that. I am a good listener with an open mind and a great deal of life experience in diverse situations. My college education combined with my life skills and knowledge of this community would make me a great addition to the Planning Commission.

Employment History

May 2011 – present	Able-Bodied Seaman, AMHS	Juneau, AK
March 2009 – May 2011	Server, 33 Mile Roadhouse	Haines, AK
May 2005 – Sept. 2010	Fish & Wildlife Tech III, ADFG	Haines, AK

Education

B.A. Ecology and Environmental Sciences	Western State College, Gunnison, CO
A.S. Civil Engineering Technology	Hartford State Technical College, Hartford, CT

Licenses and Certificates

April 2011, Merchant Mariner Documents, Able-Bodied Seaman - U.S. Coast Guard

February 2011, Transportation Worker Identification Credential (TWIC) - U.S. Dept. Of Homeland Security



Haines Borough Application for Board Appointment

- Appointment** (I am not currently on the board)
 Reappointment (I am currently a member of the board)

Check the board, commission, or committee for which you are applying :

<input checked="" type="checkbox"/>	Planning Commission		Port and Harbor Advisory Committee
	Tourism Advisory Board		Code Review Commission
	Chilkat Center Advisory Board		Fire Service Area Board #3 (Klehini)
	Parks and Recreation Advisory Committee		Letnikof Estates Road Maintenance Service Area Board
	Museum Board of Trustees		Riverview Drive Road Maintenance Service Area Board
	Library Advisory Board		Historic Dalton Trail Road Maintenance Service Area Board
	Public Safety Commission		Four Winds Road Maintenance Service Area Board
	Temporary (Ad-hoc) Board/Committee _____		

Name: Tiana Perry-Traudt
 Residence Address: 407 FAA Road
 Mailing Address: PO BOX 1278
 Business Phone: _____ Home Phone: 907-419-0876
 Fax: _____ Email: tianaperry@gmail.com

I declare that I am willing to serve as a member of the designated board, commission, or committee. Please enter my name for consideration of appointment by the mayor, subject to confirmation by the assembly. I am a registered voter of the State of Alaska and have resided within the Haines Borough for at least thirty (30) days preceding this date or the date of appointment.*

Tiana Perry-Traudt
 Signature of Applicant

4/16/2020
 Date

PLEASE BRIEFLY DESCRIBE YOUR QUALIFICATIONS (You may attach a resume):

* HBC 2.60.020 - A member of a committee, board or commission shall be a resident of the borough as defined below...a person qualifying as a borough resident shall: A) continue to maintain the person's principal place of residence within the corporate boundaries of the borough and have done so for at least 30 days immediately preceding the date of the person's appointment by the mayor; and B) physically occupy said residence for at least 30 days immediately preceding the date of the person's appointment by the mayor.

June 15, 2020

Dear Mayor Hill and Borough Assembly Members,

Please find my application for the vacant seat on the planning committee attached. In lieu of a resume, please accept this letter as further information.

Being born and raised in Haines, I feel that I have the substantial community history to be a good candidate. I have a desire to see our community thrive and grow, but the proper guidelines must be in place so that we are successful in our endeavors.

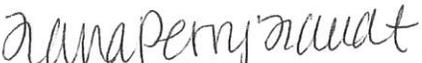
I have recently resigned from the activities director position at the school and now have a time to pursue other interests. I still maintain my position as Administrative Assistant in our school district as I have for the past 20 years. Previous to the school, I worked at Haines Medical Clinic/SEARHC for 9 years. If my work history says anything at all, it says loyalty, to my employer and my community.

With strong ties to this valley, I am eager to become a more active community member.

Thank you for considering me for the vacant seat.

In appreciation of your time.

Tiana Perry -Traudt





Memo

Date: July 22, 2020
 To: Mayor and Borough Assembly
 From: Alekka Fullerton, Interim Manager
 Re: Joint Assembly/Planning Commission COW Re Sale of Borough Land

On July 15, 2020, the Haines Borough Assembly and Planning Commission met in a Committee of the Whole meeting to discuss the sale of borough lands. Three distinct issues came as a result of that meeting.

Issue #1- Public Safety Building Future Location

The group hesitated to discuss sale of several parcels which may be appropriate as the future home of a new Public Safety Building. Discussion of this action item should be deferred until the August 11 meeting when we will have more information from the RFQ for Planning and Design of the Public Safety Building (due 7/30/20). The RFQ can be found here: <https://www.hainesalaska.gov/publicfacilities/request-qualifications>.

Issue #2- Previously Identified Parcels for Immediate Sale

There are several parcels which have already been identified for sale, including:

C-TNS-13-0900	Human Resource Building
B-CKL-04-1000	Lot at Chilkat Lake identified and approved for sale-Ordinance 19-06-540
B-CKA-OB-3500	Chilkat Acres lot identified and approved for sale-Ordinance16-09-444
B-CKA-OB-3600	Chilkat Acres lot identified and approved for sale-Ordinance16-09-444
B-CKA-OB-3700	Chilkat Acres lot identified and approved for sale-Ordinance16-09-444

There are two lots which have been foreclosed upon, are titled in the name of the Haines Borough but have yet to be classified by the Planning Commission as appropriate for sale. They will be placed on the Planning Commission's August agenda:

B-CKL-05-1400	Lot at Chilkat Lake foreclosed upon and deeded to the Borough in 2012
B-CKL-09-0100	Lot at Chilkat Lake foreclosed upon and deeded to the Borough in 2008

If the Planning Commission determines the above lots should be classified for sale, an Ordinance will be provided to the Assembly for determination as to whether the lots should be retained for a public purpose or sold.

Issue #3- Borough Land Available for Sale and/or Development

Each assembly member/commissioners shared their prioritized thoughts with respect to Borough land available for sale and/or development.

The data was compiled by assigning points as follows:

- #1 choice..... 5 points
- #2 choice 4 points
- #3 choice 3 points
- #4 choice 2 points
- #5 choice 1 point

The clear preference of the group, with 37 points was to develop the Mt.Riley land. The second, third and fourth choices were:

- Develop the Waterfront Area 25 points
- Develop Excursion Inlet 21 points
- Develop Skyline lots 14 points

It was anticipated that the Assembly/Planning Commission would convene another meeting to discuss moving forward with the sale or development of the identified land.

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

WHEREAS, the Haines Borough owns property known as the Human Resource Building legally described as:

Lots 8, 9 & ~~17~~, **the Native School Reserve**, Block 13, **in the** Haines **Alaska** Townsite, **U.S. Survey No. 1179**; and

WHEREAS, since at least January 14, 2014, the borough assembly has publicly communicated its desire to dispose of the property but has not taken formal action to classify it for disposal as required by HBC 14.20.040(B); and

WHEREAS, Haines Borough Charter Section 2.12.020(M) requires the selling or conveyance of property to be authorized by ordinance; and

WHEREAS, HBC 14.20.040(A) provides that borough lands may be classified for sale by the assembly with the advice of the planning commission; and

WHEREAS, following discussion of the parcel during a public meeting on September 12, 2013, the planning commission decided to recommend the property be classified for sale; and

WHEREAS, HBC 14.20.080 states Borough land may be disposed of by lottery sale, auction, competitive bid, over-the-counter sale, disposal for subdivision development, land exchange, or negotiated sale,

NOW, THEREFORE BE IT RESOLVED the Haines Borough Assembly classifies the aforementioned parcel for disposal according to HBC 14.20.

Section 1. Classification. This ordinance is a non-code ordinance.

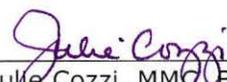
Section 2. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held to be invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

Section 3. Effective Date. This ordinance shall become effective immediately upon adoption.

Section 4. Purpose. To classify the Human Resource Building property for disposal.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS 28th DAY OF APRIL, 2015 **AND AMENDED THIS 12TH DAY OF SEPTEMBER, 2017.**

Attest:


Julie Cozzi, MMC, Borough Clerk



Date Introduced: 03/24/15
Date of First Public Hearing: 04/14/15
Date of Second Public Hearing: 04/28/15 - Adopted
Amended: 09/12/17

An Ordinance of the Haines Borough determining whether recently foreclosed properties deeded to the borough shall be retained for a public purpose or sold.

WHEREAS, delinquent property tax liens resulted in foreclosure of the following parcel within the Haines Borough (First Judicial District, State of Alaska):

- B-CKL-04-1000 - Chilkat Lake Subblock 4, LOT 10, Juneau Recording District (1.64 acres) (Cathleen Kirschenmann and Roman S. Keleske Rev. Trust, last owner of record.)

WHEREAS, on November 6, 2018, the Court of the State of Alaska issued a judgment finalizing the foreclosure and conveying all rights, titles, and interest in the real property by "clerk's deed" to the Haines Borough; and

WHEREAS, the parcel is now Haines Borough property, and HBC 14.20.040 provides that borough land may be classified for sale by the assembly with the advice of the planning commission to discuss any such classification and designation before making any recommendations to the assembly; and

WHEREAS, following discussion of the parcel during a public meeting on May 9, 2019, the planning commission decided to recommend the parcel be sold; and

WHEREAS, HBC 3.74.220 requires the borough assembly determine by ordinance whether foreclosed property deeded to the borough shall be retained for a public purpose; and

WHEREAS, foreclosed property conveyed to the borough and not required for a public purpose may be sold provided the borough assembly, by ordinance, determines that a public need for the property does not exist,

NOW, THEREFORE BE IT RESOLVED the Haines Borough Assembly determines the aforementioned parcel is not required for a public purpose and may be sold according to HBC 14.20.

Section 1. Classification. This ordinance is a non-code ordinance.

Section 2. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held to be invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

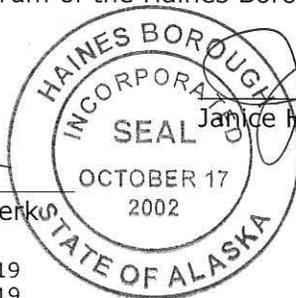
Section 3. Effective Date. This ordinance shall become effective immediately upon adoption.

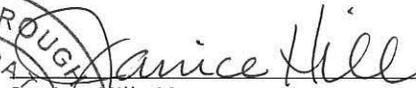
Section 4. Purpose. To determine whether foreclosed properties deeded to the borough shall be retained for a public purpose.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 18th day of July, 2019.

Attest:


Alekka Fullerton, CMC, Borough Clerk




Janice Hill, Mayor

Date Introduced: 06/11/19
Date of First Public Hearing: 06/27/19
Date of Second Public Hearing: 07/18/19 - Adopted

An Ordinance of the Haines Borough determining whether recently foreclosed properties deeded to the borough shall be retained for a public purpose or sold.

WHEREAS, delinquent property tax liens resulted in foreclosure of the following parcels within the Haines Borough (First Judicial District, State of Alaska):

B-CKA-OB-3500 - Chilkat Acres (USS 1390), Block B, Lot 35, Juneau Recording District (0.09 Acres) (Ray March, last owner of record); and

B-CKA-OB-3600 - Chilkat Acres (USS 1390), Block B, Lots 36 & 37, Juneau Recording District (0.1872 Acres) (Peyton March Estate, c/o Ray March, last owner of Record); and

WHEREAS, on August 18, 2016, the Court of the State of Alaska issued a judgment finalizing the foreclosure and conveying all rights, titles, and interest in the real property by "clerk's deed" to the Haines Borough; and

WHEREAS, the parcels are now Haines Borough property, and HBC 14.20.040 provides that borough lands may be classified for sale by the assembly with the advice of the planning commission to discuss any such classification and designation before making any recommendations to the assembly; and

WHEREAS, following discussion of the parcels during a public meeting on September 8, 2016, the planning commission decided to recommend the parcels be sold; and

WHEREAS, HBC 3.74.220 requires the borough assembly determine by ordinance whether foreclosed property deeded to the borough shall be retained for a public purpose; and

WHEREAS, foreclosed properties conveyed to the borough and not required for a public purpose may be sold provided the borough assembly, by ordinance, determines that a public need for the properties does not exist,

NOW, THEREFORE BE IT RESOLVED the Haines Borough Assembly determines the aforementioned parcels are not required for a public purpose and may be sold according to HBC 14.20.

Section 1. Classification. This ordinance is a non-code ordinance.

Section 2. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held to be invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

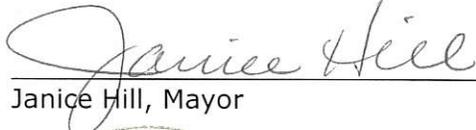
Section 3. Effective Date. This ordinance shall become effective immediately upon adoption.

Section 4. Purpose. To determine whether foreclosed properties deeded to the borough shall be retained for a public purpose.

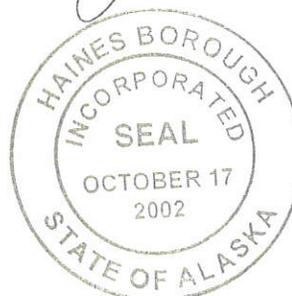
Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 25th day of October, 2016.

Attest:


Julie Cozzi, MMC, Borough Clerk


Janice Hill, Mayor

Date Introduced: 09/27/16
Date of First Public Hearing: 10/11/16
Date of Second Public Hearing: 10/25/16 - Adopted



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2012-000618-0

Recording Dist: 106 - Haines

12/4/2012 9:53 AM Pages: 1 of 3



HAINES RECORDING DISTRICT

B-CKL-05-1400

**THIS COVER SHEET HAS BEEN ADDED TO THE DOCUMENT
TO PROVIDE SPACE FOR THE RECORDING DATA. THIS
COVER SHEET APPEARS AS THE FIRST PAGE OF THE
DOCUMENT IN THE OFFICIAL PUBLIC RECORD.**

DO NOT DETACH

AFTER RECORDING. PLEASE RETURN TO:

**BOYD, CHANDLER & FALCONER, LLP
911 W. 8th Avenue, Suite 302
Anchorage, Alaska 99501**

B-CRL-05-1400
Marcia Lottus Carlisle

Patrick W. Munson
AK Bar. No. 1205019
BOYD, CHANDLER & FALCONER, LLP
911 West 8th Avenue, Suite 302
Anchorage, Alaska 99501
(907) 272-8401

Attorneys for Haines Borough

IN THE SUPERIOR COURT FOR THE STATE OF ALASKA
FIRST JUDICIAL DISTRICT AT JUNEAU

In the Matter of 2004 through)
2007 Delinquent Real Property)
Taxes Owed to the Borough of)
Haines, Alaska)

Case No. 1JU-10-00889CI

LOGGED 10/25/12 BY EME
DATE INITIALS

CLERK'S DEED

Upon this Court's Judgment and Decree of Foreclosure of Real Property Tax
Liens entered on March 18, 2001, in Case No. 1JU-10-00889 CI,

IT IS HEREBY ORDERED that all rights, title, and interest of the former owner
of the below-listed property is hereby conveyed, to the Borough of Haines, Alaska, P.O.
Box 1209, Haines, Alaska 99827:

LOT 14, BLK 5, CHILKAT LAKE SUBDIVISION, HAINES
RECORDING DISTRICT

Dated this 14th day of November, 2012.

By: Sharon Heiderodt
Clerk of Court

CLERK'S DEED
ITMO 2004-2007 Delinquent Real Property Taxes, 1JU-10-00889CI
Page 1 of 1

BOYD, CHANDLER & FALCONER, LLP
ATTORNEYS AT LAW
911 WEST EIGHTH AVENUE, SUITE 302
ANCHORAGE, ALASKA 99501
TELEPHONE: (907) 272-8401
FACSIMILE: (907) 274-3698



IN THE SUPERIOR COURT FOR THE STATE OF ALASKA

FIRST JUDICIAL DISTRICT AT JUNEAU

COPY
Original Received

JUL 18 2008

In the Matter of the Petition of the Haines)
Borough for the Foreclosure of Real Property)
Tax Liens on the Foreclosure List for)
Tax Years 2000 - 2001)
_____)

Clerk of the Trial Courts
By _____ Deputy

Case No. 1JU-03-693 CI

CLERK'S DEED/BILL OF SALE

In the matter of foreclosure of delinquent property tax liens by the Haines
Borough, Alaska, for the years 2000 - 2001, I Sharon Heidersdorf, Clerk of
the ~~Superior~~ Court for the State of Alaska, First Judicial District, 123 4th Street, Juneau,
Alaska, 99901, pursuant to the provisions of AS 29.45.450, do hereby convey to the
Haines Borough, P.O. Box 1209, Haines, Alaska, 99827, all right, title and interest in the
real property below, not redeemed as provided by law, which is described as follows:

Lot One (1), Block Nine (9), First Addition, Chilkat Lake Recreational Sites,
Haines Recording District, First Judicial District, State of Alaska.

This instrument is executed without covenants of any character, express or
implied, and the execution thereof shall not in any circumstances impose any liability on
the undersigned.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Superior

FILE COPY



HOFFMAN SILVER GILMAN & BLASCO, P.C.

9380 GLACIER HWY. SUITE 202
JUNEAU, ALASKA 99801
PHONE: (907) 596-3340 • FAX (907) 596-6818

Court for the State of Alaska, First Judicial District, this 8 day of June, ~~2008~~ 2009

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Sharon Heideveld

Clerk of the Superior Court, As per order signed
by the Superior Court on October 20, 2003.

ACKNOWLEDGEMENT

STATE OF ALASKA)
)ss
FIRST JUDICIAL DISTRICT)

The foregoing instrument was acknowledged before me on this 8th day of
June, ~~2008~~ 2009, by ~~Sharon Heideveld~~ Sharon Heideveld

C. McIntire

Notary Public for the State of Alaska
My commission expires: write office



Record in the Haines District Office for the District of Haines

RETURN DOCUMENT TO:

Haines Borough
Attn: Borough Clerk
P.O. Box 1209
Haines, AK 99827

CERTIFICATION

Copies Distributed
Date 6/8/09
To Haines Borough
Hoffman Silver
Gilman / Blasco
By SV



I certify that this is a full
true and correct copy of
an original document on
file in the Alaska Trial
Courts at Juneau.
Witness my hand and
the seal of this court:

4/11/09 AB
Date Magistrate/Clerk



HOFFMAN SILVER GILMAN & BLASCO, P.C.
9360 GLACIER HWY, SUITE 202
JUNEAU, ALASKA 99801
PHONE: (907) 586-3340 • FAX: (907) 586-8818

Alaska Marine Highway Reshaping Work Group

Admiral Tom Barrett, Chair
dot.amh-reshaping@alaska.gov

July 22, 2020

Dear Community Leader:

As you know on January 12, 2020, Governor Dunleavy established the Alaska Marine Highway Reshaping Work Group charged with making recommendations on the future system structure, finances, and service levels for the Alaska Marine Highway System (AMHS). Governor Dunleavy asked me to chair this work group. A website link reflecting our activity and work is at: <http://dot.alaska.gov/comm/amh-reshaping-workgroup/>.

Our work group appreciates the broad value the marine highway system brings to coastal Alaska. Given what we have learned about the system so far and the fiscal situation Alaska confronts, our belief is the current system is not sustainable for the long term. One matter we would like to better understand is what constitutes essential community ferry needs, as well as criteria we could use to inform recommendations about future service levels. Therefore, I respectfully invite your direct feedback.

We know reliability will be one key to AMHS' long term success. Thinking in terms of a reliable system, I would like to ask what baseline of ferry service you believe is essential to support community, economic, and social well-being that cannot be met by other means (such as commercial air, and/or barge services). Does that need for ferry service significantly change between winter and summer? What frequency of service would address the essential service you need? For example, can your needs be met with an every two-week schedule? How frequently does your school use the ferry system? Is it movement of people, vehicles, or freight that is most important to your community? Can your essential needs for freight transport be met without transporting vehicles? Or, could a combination of alternating passenger and vehicle service address your requirements? And, of course, any other perspective or ideas you wish to share about what could be done to structure a more reliable system.

I know many of you and members of your community worked with Northern Economics and other study groups including the SE Conference and the Marine Transportation Advisory Board to identify community needs in the Reshaping Study and other reports. Consequently, this may seem somewhat repetitive. Nonetheless, given what we perceive as a need for substantial changes if we are to have a more reliable and efficient system, we believe the reshaping working group would benefit from direct feedback from you. We want to offer the opportunity for you to provide that as we put together recommendations that can realistically improve the system while remaining fiscally prudent.

Please submit any written comments you wish to offer to dot.amh-reshaping@alaska.gov by August 10, 2020. If you wish to set up a time to meet, via teleconference or webex, with the working group please contact Tera Ollila by email at tera.ollila@alaska.gov.

Thank you in advance for taking the time to submit your thoughts.

Sincerely,

Tom Barrett