


Haines Borough
Borough Assembly Meeting #429
AGENDA

August 24, 2021 -6:30pm **Location: Assembly Chambers and Virtually, on ZOOM**

Douglas Olerud
Mayor

Jerry Lapp
Assembly Member

Gabe Thomas
Assembly Member

Cheryl D. Stickler
Assembly Member

Carol Tuynman
Assembly Member

Paul Rogers
Assembly Member

Caitlin Kirby
Assembly Member

Alekka Fullerton
Interim Borough
Manager/Borough Clerk

Haines Borough ZOOM information (You must download Zoom first)

Webinar ID: 845 5856 6183

Passcode: 561261

- 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 08-10-21 Regular Assembly Meeting
11C1 - Marijuana License Renewal for Flower Mountain Farms
- * 3. APPROVAL OF MINUTES – 08-10-21 Regular Meeting**
- 4. PUBLIC COMMENTS – Sign-up is NOT required**
[For any topics not scheduled for public hearing. Individual comments are limited to 3 minutes] Note: during this section of the agenda, the assembly will listen and take notes. No official action will be taken at this time. Instead, comments and requests may be referred for further consideration to the administration, a committee, or a future assembly agenda.
- 5. ASSEMBLY COMMENTS**
- 6. MAYOR'S REPORT AND COMMENTS**
- 7. PUBLIC HEARINGS** [Individual comments are limited to 3 minutes]
 - A. Ordinance 21-07-586**
An ordinance of the Haines Borough Amending Haines Borough Code Section 14.20.100 Sales and Exchanges by Negotiation or Competitive Proposal.
Motion: Adopt Ordinance 21-07-586
 - B. Ordinance 21-07-587**
An ordinance of the Haines Borough Amending Haines Borough Code Chapter 8.12.150 and Chapter 18.30.070 Recording of Liens.
Motion: Adopt Ordinance 21-07-587
 - C. Ordinance 21-07-588**
An ordinance of the Haines Borough Amending Haines Borough Code Chapter 14.16.090 regarding Appraisal for Small Leases.
Motion: Adopt Ordinance 21-07-588
 - D. Ordinance 21-07-589**
An Ordinance of the Haines Borough Classifying Borough Land for Sale.
Motion: Adopt Ordinance 21-07-589
 - E. Ordinance 21-07-590**
An ordinance of the Haines Borough Amending Haines Borough Code Chapter 2.100 Sheldon Museum and Cultural Center.
Motion: Substitute Ordinance 21-07-590S in place of Ordinance 21-07-590 and Adopt Substitute Ordinance 21-07-590S.

7. PUBLIC HEARINGS - *Continued*

F. **Ordinance 21-07-591**

An ordinance of the Haines Borough Amending Haines Borough Code Chapter 3.80 Sales Tax.

Motion: Adopt Ordinance 21-07-591

G. **Ordinance 21-08-592**

An ordinance of the Haines Borough Amending Haines Borough Code Chapter 2.60.050 Vacancy for Committees, Boards and Commissions

No motion necessary at this time since this ordinance is already scheduled for its second public hearing 9/14/21.

8. STAFF/FACILITY REPORTS AND DIRECTION TO OFFICERS

A. Interim Borough Manager Report–8/19/21

B. Planner Plat Report – 8/19/21

9. COMMITTEE/COMMISSION/BOARD REPORTS & APPROVED MINUTES

A. Planning Commission – Minutes from July 8, 2021 Meeting

B. Government Affairs and Services – Minutes from July 6, 2021 Meeting

10. UNFINISHED BUSINESS – None

11. NEW BUSINESS

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

1. **Resolution 21-08-924**

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a contract with Chatham Electric for Phase II of the Wastewater Influent and Lift Station Pump Upgrade on Beach Rd and Skyline Dr. for an amount not to exceed \$81,755.00.

Motion: Adopt Resolution 21-08-924

2. **Resolution 21-08-925**

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a construction contract with Delta Western Petroleum for the Haines Harbor Petroleum Tank Replacement Project for an amount not to exceed \$ 98,000.00

Motion: Adopt Resolution 21-08-925

3. **Resolution 21-08-926**

A Resolution of the Haines Borough Assembly authorizing the Haines Borough Manager to acquire easements to allow for the placement of Land Slide Monitoring equipment on Parcels C-CIA-03-0400, C-CIA-03-0500 and C-CIA-03-06A0.

Motion: Adopt Resolution 21-08-926

B. Ordinances for Introduction - None

11. NEW BUSINESS – Continued

C. Other New Business

***1. Marijuana License Renewal**

*The Alcohol and Marijuana Control Office (AMCO) has notified the borough of a pending marijuana license renewal for Flower Mountain Farms. The AMCO, prior to its final renewal approval, is giving the local government an opportunity to make a statement, if desired. **Proposed Motion:** The Haines Borough has no objection to the renewal of the marijuana license for Flower Mountain Farms.*

2. Ratification of Borough Manager Contract

Proposed Motion: Ratify the Borough Manager's contract and authorize the Mayor to sign the contract.

3. Acceptance of Sport Ramp Paving Extended Warranty

Proposed Motion: Accept extended 3 year warranty on the sport ramp paving.

4. Creation of Commercial Fishing Advisory Board.

*The Mayor has requested this agenda item. **Proposed Motion:** Create a Commercial Fishing Advisory Board to advise the Assembly with respect to Haines Borough recommendations on commercial fishing.*

12. CORRESPONDENCE

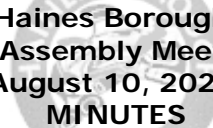
- A. 2022 Proposed Summer Ferry Schedule**
- B. Haines Long Term Recovery Group Monthly Report**
- C. HVFD Updated Roster**

13. SET MEETING DATES

14. PUBLIC COMMENT

15. ANNOUNCEMENTS/ASSEMBLY COMMENTS

16. ADJOURNMENT


Haines Borough
Borough Assembly Meeting #428
August 10, 2021
MINUTES

Draft

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

Present: Mayor **OLERUD**, Assembly Members Jerry **LAPP**, Gabe **THOMAS**, Cheryl D. **STICKLER**, Carol **TUYNMAN**, Paul **ROGERS**, Caitlin **KIRBY**.

Staff Present: Alekka **FULLERTON**/Interim Manager/Borough Clerk, Jila **STUART**/Finance Director, Carolann **WOOTON**/Contract and Grants Administrator and Steven **AUCH**/Tourism Director.

Visitors Present: Tom **MORPHET**, Debra **SCHNABEL** and many others on ZOOM.

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

The following Items were on the published consent agenda indicated by an asterisk (*)
 3 – Approve Minutes from 07-27-21 Regular Assembly Meeting
 11B1 – Introduction of Ordinance 21-08-592 Vacancies in Boards and Commissions
 11C1 – Appointment of Amy Kane to the Library Board

Motion: **ROGERS** moved to “**approve the agenda/consent agenda,**” and the motion carried unanimously.

- *3. **APPROVAL OF MINUTES**

*Note: The motion adopted by approval of the consent agenda: “**Approve minutes of the 07/27/21 Regular Borough Assembly meeting.**”*

4. **PUBLIC COMMENTS:** None
 5. **ASSEMBLY COMMENTS:** **TUYNMAN, THOMAS, STICKLER**
 6. **MAYOR’S REPORT AND COMMENTS:**

Mayor **OLERUD** reported on:

- His meeting with Senator Murkowski’s staff
- Comments on the current COVID outbreak

7. **PUBLIC HEARINGS**

A. Ordinance 21-07-586

An ordinance of the Haines Borough Amending Haines Borough Code Section 14.20.100 Sales and Exchanges by Negotiation or Competitive Proposal.

Mayor **OLERUD** opened the public hearing at 6:43 pm and the following member of the public chose to speak:

SCHNABEL

Hearing no further comments, the Mayor closed the public hearing at 6:44 pm.

Motion: **TUYNMAN** moved to “Amend Ordinance 21-07-586 to provide for a new Section A, saying “Upon direction of the assembly by motion, ~~the land manager may commence negotiations for the sale, exchange or other disposal of borough land.~~ **sale or exchange by negotiation or competitive proposal shall be initiated with the planning commission,**” and the motion **FAILED** 5-1 with **TUYNMAN** in favor.

7. **PUBLIC HEARINGS – Continued**

B. Ordinance 21-07-587

An ordinance of the Haines Borough Amending Haines Borough Code Chapter 8.12.150 and Chapter 18.30.070 Recording of Liens.

Mayor **OLERUD** opened and closed the public hearing at 7:02 pm since no member of the public chose to speak.

C. Ordinance 21-07-588

An ordinance of the Haines Borough Amending Haines Borough Code Chapter 14.16.090 regarding Appraisal for Small Leases.

Mayor **OLERUD** opened and closed the public hearing at 7:03 pm since no member of the public chose to speak.

D. Ordinance 21-07-589

An Ordinance of the Haines Borough Classifying Borough Land for Sale.

Mayor **OLERUD** opened the public hearing at 7:04 pm and the following member of the public chose to speak:

SCHNABEL

Hearing no further comments, the Mayor closed the public hearing at 7:05 pm.

E. Ordinance 21-07-5

An ordinance of the Haines Borough Amending Haines Borough Code Chapter 2.100 Sheldon Museum and Cultural Center.

Mayor **OLERUD** opened the public hearing at 7:06 pm and the following member of the public chose to speak:

SCHNABEL

Hearing no further comments, the Mayor closed the public hearing at 7:08 pm.

Motion: THOMAS moved to "Amend Ordinance 21-07-590 to move section 2.100.050(A) to 2.100.020(B) and 2.100.050(C) to 2.100.030(C) and strike section 2.100.050," and the motion carried unanimously.

**Clerk's note: The Clerk's office will collect comments and propose a Substitute Ordinance for the next meeting.*

F. Ordinance 21-07-591

An ordinance of the Haines Borough Amending Haines Borough Code Chapter 3.80 Sales Tax.

Mayor **OLERUD** opened the public hearing at 7:31 pm and the following member of the public chose to speak:

SCHNABEL, MORPHET

Hearing no further comments, the Mayor closed the public hearing at 7:34 pm.

Motion: THOMAS moved to "Amend Ordinance 21-07-590 to move section 2.100.050(A) to 2.100.020(B) and 2.100.050(C) to 2.100.030(C) and strike section 2.100.050," and the motion carried unanimously.

8. STAFF/FACILITY REPORTS

A. Interim Borough Manager

FULLERTON provided an update to the written report and responded to a few questions.

B. Heliski Season-End Report

9. COMMITTEE/COMMISSION/BOARD REPORTS & APPROVED MINUTES

A. Library Board – Minutes from 5/20/21

B. Port and Harbor Advisory Committee – Minutes from 6/24/21

C. Solid Waste Working Group – Minutes from 7/2/21

10. UNFINISHED BUSINESS – None

11. NEW BUSINESS

A. Resolutions

1. Resolution 21-08-922

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a change order to the construction contract with Glacier Construction, Inc. dba Southeast Road Builders for the Haines Borough Beach Road Debris Removal for an amount not to exceed \$48,032.29 and to add 30 days to the contract.

Motion: ROGERS moved to “Adopt Resolution 21-08-922,” and the motion carried unanimously in a roll call vote.

2. Resolution 21-08-923

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to extend a contract with proHNS, LLC for Contract Administration and Construction Inspection Services associated with Small Tracts/Mud Bay Road AC Pipe Replacement Project until October 31, 2021.

Motion: ROGERS moved to “Adopt Resolution 21-08-923,” and the motion carried unanimously in a roll call vote.

B. Ordinances for Introduction

***1. Ordinance 21-08-592**

An ordinance of the Haines Borough Amending Haines Borough Code Chapter 2.60.050 Vacancy for Committees, Boards and Commissions

This ordinance was Introduced and Scheduled for two public hearings 8/24/21 and 9/14/21 by the adoption of the consent agenda.

C. Other New Business

***1. Board and Commission Appointments**

Amy Kane was confirmed to Library Board for a term ending 11/30/22 by the adoption of the consent agenda.

12. CORRESPONDENCE

**EOC Commander’s Report was attached as a Supplemental Document.*

13. SET MEETING DATES

14. PUBLIC COMMENT: MORPHET

**15. ANNOUNCEMENTS/ASSEMBLY COMMENTS/DIRECTION TO THE MANAGER:
ROGERS, KIRBY, LAPP, THOMAS**

16. ADJOURNMENT – 8:10 pm

ATTEST:

Douglas Olerud, Mayor

Alekka Fullerton, CMC, Borough Clerk



Haines Borough
Assembly Agenda Bill

Agenda Bill No.: 21-1090
Assembly Meeting Date: 8/24/2021

Business Item Description:	Attachments:
Subject: Amend HBC 14.20.100 Sales and Exchanges by Negotiation or Competitive Proposal.	1. Ordinance 21-07-586
Originator: Borough Clerk	
Originating Department: Administration	
Date Submitted: 07/20/21	

Full Title/Motion:
Motion: Adopt Ordinance 21-07-586

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

Fiscal Impact:

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

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

Summary Statement:
The Clerk's office is always reviewing code to make improvements. This code section has proven confusing for both staff and citizens since it is not organized chronologically. The proposed changes do not change the process, rather, they describe the process in a step by step format.

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

Assembly Action:
Meeting Date(s): 07/27/2021 Public Hearing Date(s): 8/10 and 8/24/21
Postponed to Date: _____

An ordinance of the Haines Borough Amending Haines Borough Code Section 14.20.100 Sales and Exchanges by Negotiation or Competitive Proposal.

BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

Section 1. Classification. Section 5 of 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. No obligation to collect tax resulting from adoption of this ordinance shall be applied retroactively.

Section 5. Amendment of Section 3.80.020. Haines Borough Code 3.80.020 is amended, as follows:

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

14.20.100 Sales and exchanges by negotiation or competitive proposal.

~~A. Upon direction of the assembly by motion, the land manager may commence negotiations for the sale, or exchange or other disposal of borough land.~~

B. **A**. Upon application, and approval by the land manager, a **A** person may submit a written proposal to purchase, or otherwise acquire borough land for a specified purpose. The proposal shall be reviewed by the planning commission and thereafter forwarded to the assembly for a determination of whether the proposal should be further considered and, if so, whether by direct negotiation with the original proposer or by competition after an invitation for further proposals. **When a land exchange is proposed, the planning commission shall evaluate alternative sites, and shall make specific recommendations regarding exchanges prior to execution of the exchange.**

B. Upon direction of the assembly by motion, the manager shall commence negotiations for the sale, or exchange or other disposal of borough land. The final terms of the disposal pursuant to this section are subject to approval by the assembly unless the minimum essential terms and the authority of the manager to execute the disposal are set forth in an ordinance enacted pursuant to this subsection.

C. **If the final terms of the sale, exchange or other disposal of borough land are not set forth in an Ordinance adopted by the Assembly,** Upon satisfactory progress in the negotiation or competition undertaken pursuant to subsection ~~(A)~~ or ~~(B)~~ of this section, and after review by the planning commission and authorization by the assembly ~~by ordinance~~, the land manager may conclude arrangements for the sale, or exchange or other disposal of borough land **and submit the final contract to the Assembly for approval by ordinance.**

Haines Borough
Ordinance No. 21-07-586
Page 2 of 2

~~When a land exchange is proposed, the planning commission shall evaluate alternative sites, and shall make specific recommendations regarding exchanges prior to execution of the exchange. The final terms of the disposal pursuant to this section are subject to approval by the assembly unless the minimum essential terms and the authority of the land manager to execute the disposal are set forth in the ordinance enacted pursuant to this subsection.~~

D. All costs such as but not limited to surveying, platting, appraisal, escrow, and recording fees associated with the transfer of borough land by negotiated sale, or land exchange shall be paid by the proposer.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS
____ DAY OF _____ 2021.

Douglas Olerud, Mayor

ATTEST:

Alekka Fullerton, Borough Clerk

Date Introduced: 7/27/21
Date of First Public Hearing: 8/10/21
Date of Second Public Hearing: 8/24/21



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 21-1092

Assembly Meeting Date: 8/24/2021

Business Item Description:	Attachments:
Subject: Amending HBC 8.12.150 and HBC 18.30.070.	1. Ordinance 21-07-587 2. Borough Attorney email.
Originator: Clerk's Office	
Originating Department: Administration	
Date Submitted: 07/02/21	

Full Title/Motion:
Motion: Adopt Ordinance 21-07-587

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

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

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

Summary Statement:
Staff requested input from Brooks Chandler, Borough Attorney, with respect to utilizing foreclosure methods to collect land use and nuisance fines. Mr. Chandler has recommended code changes as attached to clarify the enforcement of such liens.

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

Assembly Action:	
Meeting Date(s): 07/27/2021	Public Hearing Date(s): 8/10/21 and 8/24/21
	Postponed to Date:

An ordinance of the Haines Borough Amending Haines Borough Code Chapter 8.12.150 and Chapter 18.30.070 Recording of Liens.

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 8.12.150. Section 8.12.150 of the Haines Borough Code is hereby amended, as follows:

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

8.12.150 Recovery of costs.

A. The abatement official shall keep an accounting of the costs, including incidental expenses, of abating each public nuisance, and shall render an itemized written report to the assembly showing the costs and manner of abatement of each public nuisance, including any salvage value relating thereto.

B. Upon the completion of the abatement work, the abatement official shall prepare and file with the clerk a report specifying the work done, itemizing the total cost of the work, and identifying the property affected by the public nuisance and the names and addresses of the persons entitled to notice pursuant to HBC 8.12.080. Before the report is submitted to the assembly, a copy of a report shall be posted for at least five days upon the affected premises, together with a notice of the time when the report shall be heard by the assembly.

C. The costs may be recovered by the borough in a civil action or the borough may assess such costs against each and every separate property affected by the abatement ~~as a tax, which tax shall then be collected as other taxes are collected.~~ **By recording a notice of lien on the real property identified in the report which lien may be foreclosed using the procedures followed when collecting real property tax.**

D. All moneys recovered for the costs of abatement shall be paid into the general fund.

Section 5. Amendment of Section 18.30.070(B)(4). Section 18.30.070(B)(4) of the Haines Borough Code is hereby amended, as follows:

18.30.070 Fees and penalties.

...

B. *Penalties.*

...

4. If a penalty is not paid within 30 days, interest of one and one-half percent per month (18 percent annually) will accrue. If the penalty is not paid within one year, the sum ~~will be added to the violator's property tax.~~ **becomes a lien on the property identified in the notice of violation which, upon recording, may be foreclosed using the procedures followed when collecting real property tax.**

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS ___ DAY OF AUGUST, 2021.

Douglas Olerud, Mayor

ATTEST:

Alekk Fullerton, CMC, Borough Clerk

Date Introduced:
Date of First Public Hearing:
Date of Second Public Hearing:

From: [Alekka Fullerton](#)
To: [Alekka Fullerton](#)
Subject: Adding Fees to property tax bill
Date: Thursday, July 22, 2021 12:48:41 PM

From: Brooks Chandler <BChandler@bcfaklaw.com>
Sent: Monday, June 7, 2021 4:26 PM
To: Alekka Fullerton <afullerton@haines.ak.us>
Cc: Jila Stuart <jstuart@haines.ak.us>; Donna Lambert <dlambert@haines.ak.us>
Subject: RE: Adding Fees to property tax bill

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

Greetings Alekka:

In 2017 Title 29 was amended to include in municipal powers the power to “by ordinance” establish a lien for “costs incurred by the municipality in the abatement of an unsafe or dangerous building, and other fees and charges provided for by ordinance”. AS 29.35.010(17).

These borough code provisions do not contain the word “lien” but the intent is clearly to make the charges a lien in the same manner property tax is a lien once a delinquency has persisted. However by using the word “tax” rather than “lien” I believe HBC 8.12.150(C) is unlikely to be enforceable as written. I recommend revising this code section by replacing “as a tax, which tax shall then be collected as other taxes are collected.” with the phrase “by recording a notice of lien on the real property identified in the report which lien may be foreclosed using the procedures followed when collecting real property tax”.

HBC 18.30.070(B)(4) is similarly problematic. I recommend replacing the phrase “will be added to the violator’s property tax.” (which makes the charge a tax) with “ “becomes a lien on the property identified in the notice of violation which, upon recording, may be foreclosed using the procedures followed when collecting real property tax”.

These changes will require one additional administrative step- the recording of a lien (a step also used when collecting delinquent sales tax), Once the lien is recorded collection/foreclosure can be combined with a property tax foreclosure proceeding rather than initiated as a standalone court case.

Let me know if you have any other questions about this.

Brooks Chandler
Chandler, Falconer, Munson & Cacciola LLP
911 W. 8th Ave.
Suite 302
Anchorage, AK
907-272-8401



Haines Borough
Assembly Agenda Bill

Agenda Bill No.: 21-1093

Assembly Meeting Date: 8/24/2021

Business Item Description:	Attachments:
Subject: Amending HBC 14.16.090	1. Ordinance 21-07-588 2. Borough Attorney email.
Originator: Clerk's Office	
Originating Department: Administration	
Date Submitted: 07/02/21	

Full Title/Motion:
Motion: Adopt Ordinance 21-07-588

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

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

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

Summary Statement:
This is another section of code which needs attention. Appraisals in the Haines Borough are very expensive. We need to clarify code to expressly allow the assessor to provide an estimate of value for small leases. Mr. Chandler has recommended code changes as attached.

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

Assembly Action:	
Meeting Date(s): 07/27/2021	Public Hearing Date(s): 8/10/21 and 8/24/21
	Postponed to Date:

An ordinance of the Haines Borough Amending Haines Borough Code Chapter 14.16.090 regarding Appraisal for Small Leases.

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 14.16.090. Section 14.16.090 of the Haines Borough Code is hereby amended, as follows:

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

14.16.090 Appraisal or Estimate of Value.

No lands shall be leased, or a renewal lease issued therefor, unless the same has been appraised within one year prior to the date fixed for the beginning of the term of the lease or renewal lease. No land shall be leased for an annual rent less than \$500.00 or 10 percent of the appraised value of the land and any improvements thereon owned by the borough, whichever is more. **The Assessor may provide an estimate of value in place of an appraisal when the likely cost of the appraisal is excessive compared to the likely rent.**

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS ___ DAY OF AUGUST, 2021.

Douglas Olerud, Mayor

ATTEST:

Aleka Fullerton, CMC, Borough Clerk

Date Introduced:
Date of First Public Hearing:
Date of Second Public Hearing:

From: [Alekka Fullerton](#)
To: [Alekka Fullerton](#)
Subject: Change to Code
Date: Thursday, July 22, 2021 1:02:53 PM

From: Brooks Chandler <BChandler@bcfaklaw.com>
Sent: Thursday, May 20, 2021 4:56 PM
To: Alekka Fullerton <afullerton@haines.ak.us>
Cc: Shawn Bell <sbell@haines.ak.us>; Dean Olsen <dolsen@haines.ak.us>; Jila Stuart <jstuart@haines.ak.us>
Subject: RE: Nextel Tower

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

Greetings Alekka:

“Appraised value” is not defined and code does not specifically require using a licensed appraiser. But appraised value is generally understood as being different from “assessed value”. So while I believe Dean could perform a non-commercial appraisal without violating code I don’t think using assessed value is consistent with the intent of the “appraised value” code requirement.

Seems like there should be an exception added to the code. Perhaps based on parcel size or “where cost of appraisal compared to likely rent to be received is excessive”.

Brooks Chandler
Chandler, Falconer, Munson & Cacciola LLP
911 W. 8th Ave.
Suite 302
Anchorage, AK
907-272-8401

From: Alekka Fullerton <afullerton@haines.ak.us>
Sent: Tuesday, May 18, 2021 5:01 PM
To: Brooks Chandler <BChandler@bcfaklaw.com>
Cc: Shawn Bell <sbell@haines.ak.us>; Dean Olsen <dolsen@haines.ak.us>; Jila Stuart <jstuart@haines.ak.us>
Subject: Nextel Tower

Nextel is proposing to lease a 50’ X 50’ piece of Borough land in the Greater Lutak Upland area

(across the street from Lutak Dock). Code requires that we establish the cost of the lease as 10% of the appraised value of the land (or a minimum of \$500.00). I do not want to have it commercially appraised due to cost. Do you remember running into this issue before? In other places in code, it allows the assessor to appraise the value of the property. Do you think we can have Dean do it since it will be so low? I do not see where it needs to be a certified appraiser.

14.16.090 Appraisal.

No lands shall be leased, or a renewal lease issued therefor, unless the same has been appraised within one year prior to the date fixed for the beginning of the term of the lease or renewal lease. No land shall be leased for an annual rent less than \$500.00 or 10 percent of the appraised value of the land and any improvements thereon owned by the borough, whichever is more. (Ord. 19-02-518 § 4)

Alekka Fullerton

Interim Manager/Borough Clerk

Haines Borough

P.O. Box 1209

Haines, AK 99827

(907)766-6402

fax (907)766-2716

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Haines Borough
Assembly Agenda Bill

Agenda Bill No.: 21-1087

Assembly Meeting Date: 08/24/2021

Business Item Description:	Attachments:
Subject: Classify Borough Land for Sale	1. Ordinance 21-07-589 2. Map showing property location 3. Assessor's Estimate of Value 4. Planning Commission Recommendation 5. HBC 14.20.040 and 14.20.080 6. Mailing to Neighbors
Originator: Borough Clerk/Deputy Lands Manager	
Originating Department: Administration & Lands-Assessment	
Date Submitted: 7/14/21	

Full Title/Motion:
Motion: Adopt Ordinance 21-07-589

Administrative Recommendation:

Fiscal Impact:			
Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ Cost of Advertising	\$ n/a	\$ n/a	Property Back on the Tax Roll

Comprehensive Plan Consistency Review:	
Comp Plan Goals/Objectives: Page 60; Goal 5 Page 199	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Summary Statement:
The Haines Borough Planning Commission has considered parcel C-STR-02-3000 - Lot 30, Section 2, T30S, R59E, CRM and recommends that the property described be classified for sale. HBC 14.20.040 says the assembly may classify lands for sale with the advice of the planning commission. During a public meeting on 7/8/21, the planning commission considered the property and decided to recommend it be sold.

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

Assembly Action:	
Meeting Date(s): 7/27/21	Public Hearing Date(s): 8/10/21 and 8/24/21
	Postponed to Date:

An Ordinance of the Haines Borough Classifying Borough Land for Sale.

WHEREAS, the Haines Borough acquired parcel C-STR-02-3000 with the legal description of Lot 30, Section 2, T31S, R59E, CRM by municipal entitlement in 2013; and

WHEREAS, the Haines Borough is the legal owner of the subject property; and

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

WHEREAS, at their July 8, 2021 meeting, the Planning Commission considered the lot and determined to recommend to the Assembly that the lot be classified for sale; and

WHEREAS, the adjacent property owners of the parcel to be classified for sale have been notified, in writing, of the public meeting; and

WHEREAS, the current zoning of the parcel is Rural Mixed Use;

NOW, THEREFORE BE IT RESOLVED the Haines Borough Assembly determines the aforementioned parcel shall be classified for sale and may be sold according to HBC 14.20.080(C) Sealed Competitive Bids.

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 lands for sale and authorize the sale thereof.

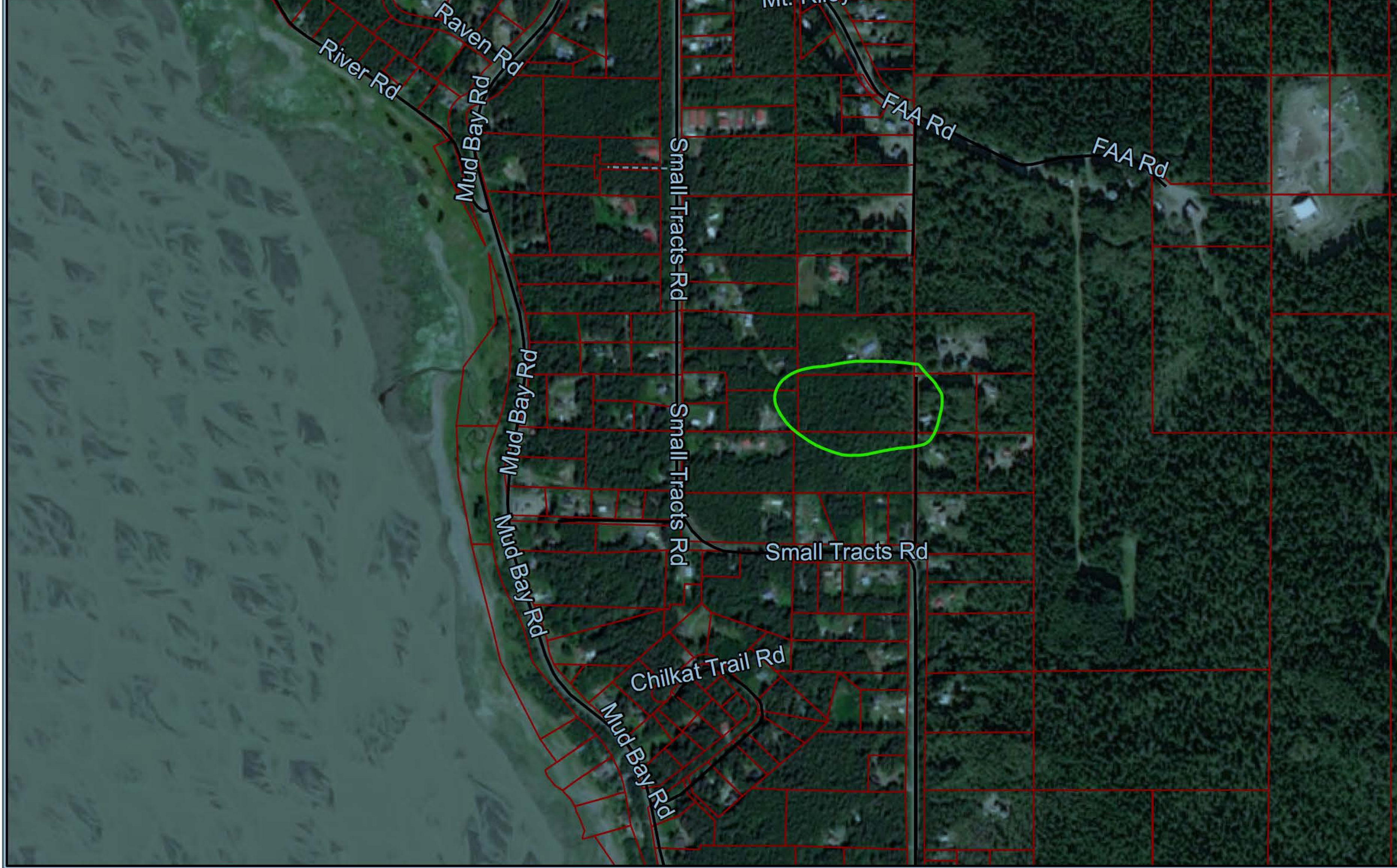
Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 27th day of July, 2021.

Attest:

Douglas Olerud, Mayor

Alekk Fullerton, CMC, Borough Clerk

Date Introduced: 07/27/21
Date of First Public Hearing: 08/10/21
Date of Second Public Hearing: 08/24/21





Memorandum

To: David Long
Planner
From: Dean Olsen
Assessor
Date: 7/16/2021
Re: Estimated Market Value Lot 30, Sec. 2, R59E, T31S, CRM

David,

In preparation for the future land sale of the five acre parcel on Small Tracts Spur road owned by the Haines Borough, a market study was completed to assist with establishing a minimum bid for the parcel.

Reported sales were collected for similar parcels located approximately one mile north of the subject to one-half mile south of the subject parcel for the "market neighborhood" (see chart below).

None of the comparable properties are "view property" or "waterfront lots" and only one lot was purchased with site improvements completed prior to the sale. Consideration of this site improvement was factored into the final estimated fair market value.

Sale #	Legal	DATE RECORDED	Size Ac	SALE PRICE	\$/AC
1	LOT 48, SEC 2, T31S, R59E	5/12/2010	4.62	\$30,000	\$6,494
2	LOT 16B, SEC 35, T30S, R59E	9/6/2012	0.99	\$32,000	\$32,323
3	LOT 16C, SEC 35, T30S, R59E	9/6/2012	0.99	\$26,000	\$26,263
4	LOT 14, A SUB of USS 3	10/22/2012	1	\$25,000	\$25,000
5	Part of LOT 15, SEC 2, T31S, R59E	1/18/2013	1.25	\$30,000	\$24,000
6	PARCEL A, SEC. 25, T30S, R59E	5/2/2018	2.48	\$45,000	\$18,145
7	Part of LOT 15, SEC 2, T31S, R59E	7/30/2018	1.25	\$7,500	\$6,000
8	Parcel C, SEC. 35, T30S, R59E	11/14/2018	1.48	\$35,000	\$23,649
9	LOT 4, BENGIE SUB, SEC 2, T31S, R59E	3/20/2020	1.03	\$50,000	\$48,544

Sale #9 had site development prior to sale.

Price per "Lot"	Average	Median
	\$31,167	\$30,000
Price per "Acre"	Average	Median
	\$23,380	\$24,000

The comparable sales show an average sale price of \$31,167 for a buildable lot in this area over a ten year period. The average per acre price from the four most recent sales in this neighborhood is \$24,084 per acre. The average per acre price from all nine comparable over the ten year period is \$23,380. The sales data suggests a fair market value of approximately \$24,000 per acre.

Lot 30 is a five acre parcel with an estimated fair market value of \$120,000. If the parcel is to be sold by sealed bid a minimum bid of 90% of the estimated market value could be used ($\$120,000 \times 0.9 = \$108,000$).

Dean Olsen
Haines Borough Assessor

Haines Borough
BOROUGH ASSEMBLY
ACTION REQUEST

DATE: July 8, 2021

TO: Borough Assembly

FROM: Haines Borough Planning Commission

PLANNING COMMISSION ACTION:

Motion: Ferrin moved to recommend to the Assembly to classify for sale Tax ID Parcel C-STR-02-3000 aka Lot 30, Section 2, T30S, R59E, CRM, aka nhn Small Tracts Spur Road as a vacant land parcel within the Rural Mixed Use Zone.

The motion carried unanimously.

RATIONALE:

The Planning Commission concluded that there are no future planned or reserved uses for this parcel, which was acquired by municipal entitlement in 2013, and that it should be placed for private party sale and added to the property tax rolls.

14.20.040 Classification of lands for sale.

Γ

A. Borough lands may be classified for sale by the assembly with the advice of the planning commission.

B. No land which the borough owns or has an interest in shall be sold until it has first been classified for sale and a use designated.

C. The assembly may require that there be no use of any land, or interest in land, other than permitted by its designation, unless the written approval of the assembly is obtained.

D. Public meetings shall be held by the planning commission to discuss any such classification and designation before making any recommendation to the assembly. All adjacent property owners of the parcel to be classified shall be notified, in writing, of the public meetings.

E. Designation of a use of any land shall not conflict with any existing valid zoning regulations and shall be in keeping with the borough comprehensive plan.

PLANNING COMMISSION REQUEST: The Haines Borough Planning Commission recommends the Borough Assembly classify Tax ID Parcel C-STR-02-3000 for sale.

SUBMITTED BY  (signature)
Diana Lapham
Planning Commission Chairman

14.20.040 Classification of lands for sale.

- A. Borough lands may be classified for sale by the assembly with the advice of the planning commission.
- B. No land which the borough owns or has an interest in shall be sold until it has first been classified for sale and a use designated.
- C. The assembly may require that there be no use of any land, or interest in land, other than permitted by its designation, unless the written approval of the assembly is obtained.
- D. Public meetings shall be held by the planning commission to discuss any such classification and designation before making any recommendation to the assembly. All adjacent property owners of the parcel to be classified shall be notified, in writing, of the public meetings.
- E. Designation of a use of any land shall not conflict with any existing valid zoning regulations and shall be in keeping with the borough comprehensive plan.
- F. The borough does not warrant by its classification, designation or sale of land that the land is suited for the use authorized under said classification, designation or sale and no guaranty is given or implied that it shall be profitable to employ the land to said use.

14.20.080 Methods of disposal.

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.

- A. *Lottery Sale.*
- B. *Auction Sale.*
- C. *Sealed Competitive Bids.*
 - 1. *Conducted by Land Manager.* The land manager shall conduct sales by competitive sealed bids for those lands which the assembly has determined should be disposed of in that manner. The land manager shall prescribe the conditions for the conduct of the sale to the extent not provided by this chapter or otherwise prescribed by the assembly for a specific date.
 - 2. *Minimum Bid.* The minimum acceptable bid shall be determined by the assessor or land manager not more than 90 days prior to the opening of bids and be available at the borough office upon request. The borough reserves the right to refuse any or all bids.
 - 3. *Deposit.* The sealed bid must be accompanied by a good faith deposit of five percent of the bid. If the buyer fails to establish the buyer's qualifications, the borough shall retain the five percent deposit as liquidated damages, and all rights of the buyer in the property arising out of

the sale are terminated. Unless specifically provided otherwise by the land manager in writing, the buyer shall have no right of possession of the property until all necessary notes, securities, or other instruments necessary to close the sale have been executed and the sale closed.

4. *In Case of a Tie.* In the event of a tie whereby two bids are identical, the tie shall be broken by drawing the name of one of the bidders out of a container. The bidder whose name is drawn as the tie breaker will be deemed to have bid an additional \$1.00 in breaking the tie.

5. *Payment of Balance.* The balance shall be paid in 10 equal annual payments of principal and interest with interest on the unpaid balance at a rate of 10 percent per annum. The land manager may authorize payments in annual, quarterly, or monthly installments and may establish a service fee for such installment payments. There shall be no prepayment penalty.

6. *Re-Offering of Parcels.* Parcels offered but not receiving a sealed competitive bid may be re-offered at the next borough land sale or over the counter beginning the next business day following the opening of bids.

D. *Over-the-Counter Sales.*

1. *Lands Available.* Over-the-counter sales may include parcels that have been offered at least once by lottery, sealed bid, or auction and have not been sold, or parcels that have been returned to the borough through contract or deed of trust foreclosure.

2. *Purchase Price.* The minimum bid price as stated in the brochure for parcels offered but not sold shall be the purchase price.

3. *Deposits.* An over-the-counter sale must be accompanied by a good faith deposit of five percent of the purchase price. If the buyer fails to execute a necessary note and deed of trust, the borough shall retain the five percent deposit as liquidated damages, and all rights of the buyer in the property arising out of the sale are terminated. Unless specifically provided otherwise by the land manager in writing, the buyer shall have no right of possession to the property until all necessary notes, security, and other instruments necessary to close the sale have been executed and the sale closed.

4. *Order of Accepting Sales.* During regular borough office hours (8:00 a.m. to 5:00 p.m.), persons will be served in the order in which they arrive at the borough office. No appointment can be made ahead of time. If more than one person is present when the borough office opens at 8:00 a.m., numbers shall be drawn by those persons to determine the order in which they will be served.

5. *Payment of Balance.* The balance shall be paid in 10 equal annual payments of principal and interest with an interest rate on the unpaid balance of 10 percent. The land manager may authorize payments in annual, quarterly, or monthly installments and may establish a service fee for such installment payments. There shall be no prepayment penalty.

6. Ninety days prior to any scheduled borough land sale, any parcels being offered over the counter may be removed from over the counter. These parcels may then be re-offered at the sale with an adjusted minimum bid.

NOTICE of PUBLIC MEETING

Haines Borough
P.O. Box 1209
Haines, AK. 99827

SHIP TO:



Notice of Public Meeting Classification of Land for Sale C-STR-02-3000 Haines Borough Assembly

Dear property owner,

You have been identified as owning property within 500 feet of the above listed property. This is notification that there will be a public meeting regarding classification for sale of this Haines Borough parcel. This matter will be heard August 12, 2021 at 6:30pm at municipal chambers and on ZOOM. You are invited to provide testimony at the meeting or submit written comments to the Borough Planner dlong@haines.ak.us. For more information, please call the Lands Dept. at 766-6412 or <https://www.hainesalaska.gov/boroughassembly/assembly-meeting-127>

Public Meeting Date: July 27, 2021

Meeting Time: 6:30 pm

Place: Chambers and ZOOM Application online



Haines Borough
Assembly Agenda Bill

Agenda Bill No.: 21-1094

Assembly Meeting Date: 08/24/2021

Business Item Description:	Attachments:
Subject: Amending HBC 2.100 regarding the Haines Sheldon Museum	1. Ordinance 21-07-590 2. Proposed Substitute Ordinance 21-07-590S
Originator: Clerk's Office	
Originating Department: Administration	
Date Submitted: 07/02/21	

Full Title/Motion:
Motion: Substitute Ordinance 21-07-590S in place of Ordinance 21-07-590 and adopt Ordinance 21-07-590S.

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

Fiscal Impact:

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

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

Summary Statement:
Changes to Borough Code must be made with respect to the Haines Sheldon Museum staffing. It is recommended that this Ordinance be introduced and the matter be schedule for a Committee of the Whole meeting per Sheldon Museum Board of Trustees request.
After the 8/10/21 Assembly meeting, the Assembly requested a substitutue ordinance be drafted to simplify the ongoing relationship with the Haines Sheldon Museum. Staff offers Ordinance 21-07-590S for substitution.

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

Assembly Action:
Meeting Date(s): 08/24/21 Public Hearing Date(s): 8/10/21 and 8/24/21
Postponed to Date: _____

An ordinance of the Haines Borough Amending Haines Borough Code Chapter 2.100 Sheldon Museum and Cultural Center.

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 2.100. Section 2.100 of the Haines Borough Code is hereby amended, as follows:

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

Chapter 2.100

SHELDON MUSEUM AND CULTURAL CENTER

Sections:

- 2.100.010 The Sheldon Museum and Cultural Center, Inc.
- 2.100.020 ~~Museum board of trustees.~~ **Relationship with Borough.**
- 2.100.030 ~~Organization of the b~~**Board of t**~~r~~ustees.
- 2.100.040 ~~Board vacancies — Filling vacancies.~~ *Repealed.*
- 2.100.050 Duties and responsibilities of museum board of trustees.

Section 5. Amendment of Section 2.100.010. Section 2.100.010 of the Haines Borough Code is hereby amended, as follows:

2.100.010 The Sheldon Museum and Cultural Center, Inc.

The Sheldon Museum and Cultural Center, Inc., including a building owned ~~and staffed~~ by the Haines Borough as the repository of the collections and articles on loan or acquired and owned in public trust by the Sheldon Museum and Cultural Center, Inc. and its other assets, is operated and administered in its entirety by a board of trustees.

Section 6. Amendment of Section 2.100.020. Section 2.100.020 of the Haines Borough Code is hereby amended, as follows:

2.100.020 Museum board of trustees. Relationship with Borough

~~The museum board of trustees shall consist of nine members who shall serve staggered terms of three years. Board members shall not receive compensation for services rendered as trustees. The museum director is an ex officio member of the board.~~ **The Haines Borough shall contract with the Haines Sheldon Museum and Cultural Center with respect to maintaining history and archives of the Haines Borough.**

Section 7. Amendment of Section 2.100.030. Section 2.100.030 of the Haines Borough Code is hereby amended, as follows:

2.100.030 Organization of the Board of Trustees.

~~A. The board shall elect from its members a president, a vice president, a secretary and a treasurer, who shall hold their offices for one year.~~

~~B. The board shall operate under the bylaws of the Sheldon Museum and Cultural Center, Inc.~~

~~C. Board meetings shall be held as often as required. An annual business meeting shall be held during the month of January. Once approved by the board, a copy of the board meeting minutes and annual report shall be delivered to the borough clerk for inclusion in the assembly's next meeting packets.~~ **The Borough Manager, or its designee, shall hold a seat on the Sheldon Museum and Cultural Center, Inc. board.**

Section 8. Repeal of Section 2.100.040. Section 2.100.040 of the Haines Borough Code is hereby repealed.

2.100.040 Board vacancies – Filling vacancies.

~~A member's position on the board shall be deemed vacated if the member fails to attend three consecutive meetings without being excused by the board.~~

~~All appointments to the board shall be made according to the provisions of HBC 2.60.055.~~

Section 9. Amendment of Section 2.100.050. Section 2.100.050 of the Haines Borough Code is hereby amended, as follows:

2.100.050 Duties and responsibilities of museum board of trustees.

The museum board of trustees shall:

- A. Have general responsibility for and authority over all of the physical, fiscal and human resources of the museum (~~including collections, buildings, grounds and staff~~ **except the building**); within the ~~limits of funds~~ appropriated by the borough assembly and available from other sources;
- B. ~~Submit to the borough manager a detailed and itemized estimate of probable revenues and expenditures for the next fiscal year;~~
- C. Make rules and regulations for the administration and control of the museum;
- D. ~~Have authority to allocate borough appropriated funds for museum staffing within the scope of the collective bargaining agreement with the Local 71 Union;~~
- E. ~~When the position of museum director is vacant and has been properly advertised, review all applications received. The museum board of trustees shall make a recommendation for hire to the mayor. The mayor shall review the board's recommendation for hire and request confirmation by the borough assembly. The museum director, serving at the direction of the board of trustees, will have the administrative responsibilities of the operation and maintenance of the museum and management of the collection. The director shall work with the Haines Borough manager regarding staff and building matters.~~

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS ___ DAY OF AUGUST, 2021.

Douglas Olerud, Mayor

ATTEST:

Alekka Fullerton, CMC, Borough Clerk

Date Introduced:
Date of First Public Hearing:
Date of Second Public Hearing:

An ordinance of the Haines Borough Amending Haines Borough Code Chapter 2.100 Sheldon Museum and Cultural Center.

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 2.100. Section 2.100 of the Haines Borough Code is hereby amended, as follows:

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

Chapter 2.100
SHELDON MUSEUM AND CULTURAL CENTER

Sections:

- 2.100.010 The Sheldon Museum and Cultural Center, Inc.
- 2.100.020 ~~Museum board of trustees.~~ **Relationship with Borough.**
- 2.100.030 ~~Organization of the b~~**Board of t**~~r~~ustees.
- 2.100.040 ~~Board vacancies — Filling vacancies.~~ *Repealed.*
- 2.100.050 ~~Duties and responsibilities of museum board of trustees.~~ *Repealed.*

Section 5. Amendment of Section 2.100.010. Section 2.100.010 of the Haines Borough Code is hereby amended, as follows:

2.100.010 The Sheldon Museum and Cultural Center, Inc.

The Sheldon Museum and Cultural Center, Inc., including a building owned ~~and staffed~~ by the Haines Borough as the repository of the collections and articles on loan or acquired and owned in public trust by the Sheldon Museum and Cultural Center, Inc. and its other assets, is operated and administered in its entirety by a board of trustees.

Section 6. Amendment of Section 2.100.020. Section 2.100.020 of the Haines Borough Code is hereby amended, as follows:

2.100.020 ~~Museum board of trustees.~~ Relationship with Borough

~~The museum board of trustees shall consist of nine members who shall serve staggered terms of three years. Board members shall not receive compensation for services rendered as trustees. The museum director is an ex officio member of the board.~~ **The Haines Borough shall support the mission of the Haines Sheldon Museum and Cultural Center. Use of the building shall be governed by a Memorandum of Agreement.**

Section 7. Amendment of Section 2.100.030. Section 2.100.030 of the Haines Borough Code is hereby amended, as follows:

2.100.030 ~~Organization of the Board of Trustees.~~

~~A. The board shall elect from its members a president, a vice president, a secretary and a treasurer, who shall hold their offices for one year.~~

~~B. The board shall operate under the bylaws of the Sheldon Museum and Cultural Center, Inc.~~

~~C. Board meetings shall be held as often as required. An annual business meeting shall be held during the month of January. Once approved by the board, a copy of the board meeting minutes and annual report shall be delivered to the borough clerk for inclusion in the assembly's next meeting packets.~~ **For as long as the Sheldon Museum and Cultural Center, Inc. houses its collection in the Borough museum facility, the Borough Manager, or its designee, shall hold a seat on the Sheldon Museum and Cultural Center, Inc. board.**

Section 8. Repeal of Section 2.100.040. Section 2.100.040 of the Haines Borough Code is hereby repealed.

Section 9. Amendment of Section 2.100.050. Section 2.100.050 of the Haines Borough Code is hereby repealed.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS 24th DAY OF AUGUST, 2021.

Douglas Olerud, Mayor

ATTEST:

Alekkka Fullerton, CMC, Borough Clerk

Date Introduced:
Date of First Public Hearing:
Date of Second Public Hearing:



Haines Borough
Assembly Agenda Bill

Agenda Bill No.: 21-1091Assembly Meeting Date: 08/24/21

Business Item Description:	Attachments:
Subject: Ballot Proposition amending Sales Tax.	1. Ordinance 21-07-591 2. CFO Memo
Originator: Commerce Committee	
Originating Department: Borough Assembly	
Date Submitted: 07/16/21	

Full Title/Motion:
Motion: Adopt Ordinance 21-07-591

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

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

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

Summary Statement:
<p>This proposed ordinance, originally drafted by Carol Tuynman in association with staff, was presented to the Commerce Committee on July 20.</p> <p>After discussion, the Commerce Committee has recommended introduction but expects additional work on the Ordinance to be done at the Assembly level. This ordinance provides for a seasonal sales tax but at the Commerce Committee, the following were discussed:</p> <ul style="list-style-type: none"> *Seasonal Sales Tax *Modify sales tax to be 5.5% areawide *Reallocate Sales Tax revenues <p>Since this is a proposed ballot proposition, it must be introduced at the July 27 meeting.</p>

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

Assembly Action:	
Meeting Date(s): 07/27/2021	Public Hearing Date(s): 8/10/21 and 8/24/21
	Postponed to Date: _____

An ordinance of the Haines Borough Amending Haines Borough Code Chapter 3.80 Sales Tax.

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 January 1, 2022.

Section 4. Proposed Amendment of Section 3.80.030. 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 5, 2021 regular Haines Borough General Election ballot that would amend the Haines Borough Sales Tax as follows:

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

3.80.030 Levy of sales tax – Rate.

A. A consumer's sales tax is hereby levied on all retail sales made, on all rents or leases paid and on all services performed within the borough in the regular course of business except such as hereinafter exempted.

1. The tax is levied in the following amounts from October 1 through March 31 of each year:

1. **a.** Areawide is four **three** percent.

2. **b.** Within the townsite is an additional one **and one-half** percent.

3. **c.** A discount of one-half of one percent shall be applied to transactions in the area south of the southern boundary line of Township 34 south.

2. The tax is levied in the following amounts from April 1 through September 30 each year:

a. Areawide is **five** percent.

b. Within the townsite is an additional **two** percent.

c. A discount of one-half of one percent shall be applied to transactions in the area south of the southern boundary line of Township 34 south.

...

Section 5. Proposed Amendment of Section 3.80.220. 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 5, 2021 regular Haines Borough General Election ballot that would amend the Haines Borough Sales Tax as follows:

3.80.220 Use of proceeds.

A. *Borough – Wide Sales Taxes.*

1. October 1 through March 31 of each year: Of the proceeds of the ~~four~~ **three** percent sales tax levied throughout the borough under HBC 3.80.030, one-half percent shall support the provision of medical services in the authorized area of service, including all areas within the borough except the area south of the southern boundary line of Township 34 south; **one-half** percent shall be used for tourism development and promotion and economic development; ~~one and one-half~~ **one percent** shall be dedicated to areawide capital projects; and the remaining one percent shall be used for areawide general municipal purposes.

2. April 1 through September 30 of each year: Of the proceeds of the ~~four~~ **five** percent sales tax levied throughout the borough under HBC 3.80.030, one-half percent shall support the provision of medical services in the authorized area of service, including all areas within the borough except the area south of the southern boundary line of Township 34 south; ~~one-half~~ percent shall be used for tourism development and promotion and economic development; ~~one and one-half~~ **three** percent shall be dedicated to areawide capital projects; and the remaining one percent shall be used for areawide general municipal purposes.

B. *Townsite Service Area Sales Taxes.*

1. October 1 through March 31 of each year: The proceeds of the one and one-half percent of tax levied and collected within the townsite service area shall be used for general municipal purposes that benefit the townsite service area.

2. April 1 through September 30 of each year: The proceeds of the ~~one and one-half~~ **two** percent of tax levied and collected within the townsite service area shall be used for general municipal purposes that benefit the townsite service area.

Section 6. The Borough shall submit the following proposition to the qualified voters of the Haines Borough at the October 5, 2021 Haines Borough General Election:

PROPOSITION No. x

SALES TAX RATIFICATION PER CHARTER
TO PROVIDE FOR A SEASONAL SALES TAX

Shall the Haines Borough:

1) Decrease the sales tax rate dedicated to the townsite service area from one and one-half percent (1.5%) to one percent (1%) between October 1 and March 31 each year and increase the townsite service area sales tax rate from one and one-half (1.5%) to two percent (2%) for April 1 through September 30 each year;

2) Decrease the sales tax rate from one percent (1%) to one-half (0.5%) percent for tourism development and promotion and economic development; and

3) Decrease the sales tax rate dedicated to areawide capital projects from one and one-half percent (1.5%) to one percent (1%) for October 1 through March 31 and increase the areawide capital projects from one and one-half percent (1.5%) to three percent (3%) for April 1 through September 30 of each year?

Section 7. Sections 4 and 5 of this ordinance shall become effective only if the proposition described in Section 6 is approved by a majority of the qualified voters voting on the proposition at the October 5, 2021 Haines Borough General Election.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS
__ DAY OF AUGUST, 2021.

Douglas Olerud, Mayor

ATTEST:

Alekka Fullerton, CMC, Borough Clerk

Date Introduced:

Date of First Public Hearing:

Date of Second Public Hearing:

Memo

Date: July 22, 2021 (**amended 8/10/21**)
To: Haines Borough Mayor & Assembly
Cc: Alekka Fullerton, Interim Borough Manager
From: Jila Stuart, Chief Fiscal Officer
RE: Proposed Sales Tax Ordinance #21-07-591



The Process - On June 15 and July 20 the Commerce Committee discussed proposed changes to sales tax code which would need to be ratified by the voters. In order to be included on the fall ballot an ordinance needs to be introduced at the July 27 Assembly meeting. On July 20 the committee reviewed an ordinance initiated by committee members which would implement a seasonal sales tax rate and make changes to the allocation of dedicated taxes. The ordinance would decrease the sales tax rate in the townsite service area (TSA) in winter from 5.5% to 4% and increase the rate in the summer from 5.5% to 7%. The ordinance also proposes a change in the allocation of tax, reducing the allocation to Economic Development & Tourism Promotion (fund 23) and increasing the allocation to Capital Improvement Projects (fund 50). Members of the committee stated multiple goals for changes in sales tax -not all of which are reflected in the proposed ordinance including:

- raise revenue to replace aging infrastructure;
- increase contribution to tax base from summer visitors while providing relief to year round residents;
- make changes to the current allocation of dedicated taxes; and
- simplify the collection of sales tax.

In addition to the draft ordinance committee members discussed several other possible changes to sales tax. A brief summary is included in this memo along with a small amount of analysis and projections. If the Assembly pursues an option staff would need to do additional research to refine estimates.

Options for Changes to sales tax – Options discussed by committee members are listed below followed by a brief description/analysis of each:

1. **Proposed Seasonal Changes (draft ordinance)** -replace 5.5% tax with 4% winter and 7 % summer.
2. **Exempt Food & Heating Fuel But Increase Year Round Tax Rate** - No seasonal change. Instead increase tax rate and exempt groceries and heating fuel from sales tax
3. **Simplify Tax Collection By Establishing a Single Rate for Haines** – eliminate the two tax rates inside and outside of the TSA

1. Proposed Seasonal Changes (draft ordinance) The seasonal sales tax as proposed in ordinance #21-07-591 would reduce the sales tax rate from October 1 to March 31 in the TSA from the current 5.5% to 4%, in EXI from 3.5% to 2.5%, and the tax rate not in the TSA or EXI from 4% to 3%. The proposed ordinance would increase the sales tax rate from April 1 to September 30 in the TSA from

the current 5.5% to 7%, in EXI from 3.5% to 4.5%, and the tax rate not in the TSA or EXI from 4% to 5%.

This ordinance focuses on increasing revenue for Capital Improvement Projects (CIP). It decreases the dedication of tax to Economic Development and Tourism Promotion from the current 1% tax to a 0.5% tax in both summer and winter. It decreases the dedication of tax to CIP from the current 1.5% tax to a 1% tax in the winter but increases the CIP tax to 3% in the summer. The TSA tax is reduced from 1.5% to 1% in the winter but it is increased to 2% in the summer. The allocations of tax for medical service and areawide general fund are unchanged.

In the last pre-COVID year 2019 two-thirds of sales tax was collected during the six month period April – September and one third of sales tax was collected during October – March. Based on this figure if the proposed tax structure were in place the Haines Borough would have collected an additional roughly \$100,000 (an 11% increase). The tax collected for Economic Development and Tourism Promotion would have been cut in half from \$645,000 to \$322,500, the tax for the TSA would have been increased \$100,000, the tax for CIP projects would have increased by \$542,500 (a 56% increase), and the areawide general fund and medical service area taxes would be unchanged. The net of all of these changes would be an increase of \$320,000.

2. Exempt Food & Heating Fuel But Increase Year Round Tax Rate - If the goal is to raise revenue for infrastructure while capitalizing on sales tax from summer visitors without burdening year round residents we could raise the current sales tax rate (year round) but implement exemptions from sales tax for groceries and heating fuel. This may be a more administratively simple approach because businesses don't have to deal with multiple rates. We would need to do more research to determine what % of total sales tax receipts are currently derived from sales of groceries and heating fuel. A very, very quick glance shows sales tax from groceries and heating fuel may make up roughly 20% of total sales tax collected in the Borough. If that is true we would need to increase the general tax rate by more than a 1% tax (20% of the 5.5% tax would be 1.1%) to increase revenue to replace aging infrastructure.

3. Single Sales Tax Rate - The Haines Borough currently has a pretty complicated system of sales tax collection with three different rates depending on where in the Borough the business is located or transaction takes place. One rate for the Townsite, another for EXI, and a third rate for sales in the Borough neither in the TSA nor EXI. If we implement a seasonal tax it will double the number of tax rates to six (one for each season in each area). We could make the sales tax rate the same inside and outside the townsite which would simplify collection. This would result in a decrease in property tax paid by property owners outside the TSA and an increase for property owners inside the TSA. If the 1.5% TSA sales tax was eliminated and the areawide sales tax was increased by the same amount it would equalize the sales tax rate inside and outside the TSA and reduce the areawide general fund's reliance on property tax to pay areawide expenses. Using FY19 as a model, the areawide property tax mill rate could be reduced by 2.9 mills and the TSA mills would go up by 1.7 mills.



Haines Borough
Assembly Agenda Bill

Agenda Bill No.: 21-1097
Assembly Meeting Date: 08/24/21

Business Item Description:	Attachments:
Subject: Add requirement that board or commission member remain HB resident	1. Ordinance 21-08-592
Originator: Borough Clerk	
Originating Department: Administration	
Date Submitted: 08/2/21	

Full Title/Motion:

No motion necessary at this time since Ordinance 21-08-592 is already scheduled for its second public hearing 9/14/21.

Administrative Recommendation:

This ordinance is recommended by the Borough Clerk.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ 00.00	\$ See below	\$ 0	Reduced maintenance costs

Comprehensive Plan Consistency Review:

Comp Plan Goals/Objectives:

Consistent: Yes No

Summary Statement:

Haines Borough Code Section 2.60.020 says that "a member of a committee, board or commission shall be a resident of the borough as defined below." Then it says, "For the purpose of this section, 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..."

For clarity, HBC Section 2.60.050 should add that the seat shall become vacant if the member no longer maintains the Haines Borough as their principal place of residence.

Referral:

Referred to:

Referral Date:

Recommendation:

Meeting Date:

Assembly Action:

Meeting Date(s): 08/10/21

Public Hearing Date(s): 8/24/21 and 9/14/21
Postponed to Date:

An ordinance of the Haines Borough Amending Haines Borough Code Chapter 2.60.050 Vacancy for Committees, Boards and Commissions

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 2.60.050. Section 2.60.050 of the Haines Borough Code is hereby amended, as follows:

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

2.60.050 Vacancy.

The office of a member of a committee, board or commission shall become vacant on the failure of a member:

A. To maintain the person's principal place of residence within the corporate boundaries of the Haines Borough; or

A. ~~B.~~ To attend three consecutive regular and special meetings without excuse; or

~~B.~~ C. To attend a majority of regular and special meetings during any calendar year without excuse. A member intending to be absent at a regular meeting shall request to be excused in advance of the meeting from which the member will be absent.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS ___ DAY OF AUGUST, 2021.

Douglas Olerud, Mayor

ATTEST:

Alekka Fullerton, CMC, Borough Clerk

Date Introduced:
Date of First Public Hearing:
Date of Second Public Hearing:

INTERIM MANAGER'S REPORT

DATE: August 19, 2021
 TO: Mayor and Borough Assembly
 FROM: Alekka Fullerton, Interim Borough Manager

Administration

- **COVID Outbreak** – As of the writing of this report, I am hoping we have seen the worst of the Haines COVID outbreak. The number of people released from isolation is currently outpacing the number of new cases. We are still at high alert, however, since there is still wide-spread community transmission. The most prevalent strain of COVID in Alaska (and nationwide) is the Delta variant which has some fundamental differences from the prior strain of COVID. Since this strain is even more contagious (up to 4x more contagious) it is even more important that people become vaccinated. While there are some vaccinated individuals who still test positive for COVID, both their symptoms (if they have any) and the length of time they are sick are lessened/shortened. The Delta variant also incubates for less time resulting in infection within 3-5 days after exposure. The EOC has recommended that people (both vaccinated and not) wear masks when out and about. They have asked businesses to reduce capacity, encourage hand washing and mask wearing.
- **Haines Borough Facilities** – In order to protect both staff and the public, I have again required masks in all Haines Borough facilities. Individual departments will start to open up again so long as the community transmission of COVID continues to decrease. The pool will open on Monday with reduced hours and capacity. The visitor center will reopen to window traffic only. The Admin building will reopen with reduced capacity.
- **Borough Manager Position**: Annette Kreitzer signed the proposed Borough Manager contract and it is offered as item 11C2 for Assembly approval and ratification.
- **FEMA and DMVA** will be back in town the week of August 23 for additional site inspections.
- **Skate Park Mural**: Haines Borough staff is working with the school district for a student inspired/created mural at the skate park- more to come on this project.
- **Elections**: Election day is Tuesday, October 5. Early voting will start in the Haines Borough September 20. The candidate filing period will close August 20 at 5:00 pm. Currently, the following seats will appear on the Haines Borough General Election Ballot:

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

Assembly Seat D – Three year term – Carol Tuynman currently holds this seat

School Board Seat A – Three year term – Michael Wald currently holds this seat

School Board Seat C – Two year term – Tiffany DeWitt currently holds this seat

(Tiffany resigned during the candidacy period allowing her seat to be added to the ballot)

School Board Seat D – Two year term – Lydia Andriesen currently holds this seat

School Board Seat F – Three year term – Brian Clay 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.

- **Debris Collection from Homes Damaged by last December's Disaster:** The 30 day debris collection period coordinated by the Haines Long Term Recovery Group will start this Friday (August 20) for identified houses damaged in the December Disaster.
- **AMHS Ferry Schedule:** The proposed 2022 Summer Ferry Schedule is attached as item 12A. Staff has reviewed the proposal and suggests that the Borough should support the possibility of having two mainline ferries next summer. This would support and enhance our road/RV traffic next summer. The AMHS Winter Schedule is due out in the next week or so.
- **Southeast Conference.** September 14-16 in Haines, Alaska. The EOC is currently putting together mitigation recommendations for Southeast Conference.
- **Staff Turnover-** Vacancies
 - **Equipment Operator**
 - **Pool Manager**
 - **Dispatch Supervisor**
 - **Deputy Clerk/FEMA Administrative Assistant**

Finance

- Max Mertz, our auditor was here last week to start the first ½ of our annual audit.
- The Finance Department will be closing out the FY21 books. This is a much larger undertaking than usual since the Haines Borough received so many relatively small grants last fiscal year.

Lands Department

- **HBC 18.30.040(J)** provides that the Planning Commission shall report to the Borough Assembly on all preliminary and final plats the commission has processed as the platting authority. Our planner has started implementing this provision of code.
- **Land Use Enforcement:** Staff turnover has made follow through in several enforcement actions more difficult. Dave has been working steadily at reviewing and following through on these actions.
- **PC Trail.** The Lands Department has been working on the creation of the PC trail—making sure all of the permitting is in place before they work on funding sources.
- **Disaster Re-assessment:** The Haines Borough Assembly adopted HBC 3.70.080 allowing for tax adjustments on property affected by a natural disaster. A form has been created to assist in such application (attached).

Police

- **Bear Calls are increasing.** The Haines Borough police department have been using less lethal means for dealing with problem bears and they have not needed to kill any bears this year. They are working to identify/isolate specific problem bears which have been getting into bear-resistant dumpsters, broke into a self-storage facility, and has been causing damage at Chilkat Guides facility. Carl Koch from ADF&G is scheduled to be here on Friday to help with these specific issues. The Borough appreciated the renewed lines of communication/partnership with ADF&G with respect to the bear problem in Haines.
- **Dispatch Supervisor:** As you may know, Celeste has been pursuing the development of a new career in health care. For many years she has been an Emergency Medical Dispatcher and has started pre-nursing school- we will certainly miss Celeste but wish her well in this new endeavor.

Pool

- Our Pool Manager, Amanda Painter, has given notice of her resignation. She will be returning to school out of state. I have been so impressed with her energy, creativity and vision for the pool. While we are sad to see her go, she is leaving us with a renewed appreciation for the pool and the recreational opportunities it provides.
- The pool will be reopening next week with reduced hours and capacity.

Port and Harbors

- **PC Dock Gangway.** The Harbormaster and Director of Public Facilities have been working on a solution to the PC Dock placement issues.

Public Facilities/Public Works

- **Young Road:** Staff has consulted with contractors regarding the condition of Young Road. We have considered several alternatives- each of which comes with uncertain results, places us in a precarious position with respect to ultimate (permanent) FEMA funding, and will come at a significant cost. After much discussion and consideration, we have decided as follows:
 - People need to slow down. I personally drove Young Road today. Driving it at 15-20 mph allows for a comfortable-enough ride.
 - There are several potholes which will need to be fixed (in house).
 - Public Works will blade it regularly.
 - Once the snow falls, it will be less of a problem.
 - We need to be patient and allow the process to play out for a permanent fix.
- **Porcupine Road:** Garret from proHNS flew into Haines to accompany Ed Coffland out to Porcupine Road so that they can brainstorm improvements to Porcupine Road to alleviate the regular emergency wash-outs on the road. More to follow.
- **East Mathias Avenue:** We have put a sign up that East Mathias Avenue is not a through road and there is no turn around. There is not room for a cul-de-sac.

Tourism

- **American Constellation:** The American Constellation canceled their call last Monday to Haines and have canceled for August 23 as well. We have heard from various tour operators that they have canceled for August 30 as well but that is currently unconfirmed. We believe they will still be coming to Haines on September 2.

APPLICATION FOR LOCAL EXEMPTIONS & EXCLUSIONS

Property Damaged by Natural Disaster (HBC 3.70.080)



Haines Borough Office of the Assessor

103 Third Avenue S.
P.O. Box 1209
Haines, AK 99827
907-766-6400

This form is to be used to apply for an adjustment in real property assessment for property destroyed, damaged or otherwise reduced in value as the result of a declared natural disaster per HBC 3.70.080. A reduction in assessment shall be for the remainder of the fiscal year of the event only. Losses must exceed \$10,000 and a reduction in taxes may be made only on losses in excess of \$10,000. DEADLINE to apply is twelve months after the disaster occurred. Return applications to: Haines Borough Clerk, 103 Third Ave S., or FAX to 907.766.2716. Email submission to clerk@haines.ak.us.

Name _____ Phone # _____

Address _____ Email _____

Physical Parcel Address: _____ Parcel # _____

Date of Disaster: _____ Description of Disaster: _____

Assessed Value prior to natural disaster: _____

Cost Estimate for damage due to disaster: _____

Describe damage to property: ((**Must attach evidence of the loss estimate such as insurance docs, contractor or engineering quote, etc.**)):

I acknowledge as follows:

1. The Assessor or designee must inspect the property or make an investigation to determine the extent of the damage.
2. If the repairs exceed the Assessor's value of the improvement, the reduction will be based on the Assessor's value.
3. The allowable reduction will be prorated by the percentage of the remaining fiscal year.
4. The Assessor shall reassess the damaged property considering the damage caused by the natural disaster.

I hereby declare under the penalty of perjury the foregoing is true and correct to the best of my knowledge.

Signature

Date

Assessor Approval Yes ___ No ___ Signature _____ Date _____

New Assessed Value: _____ Starting date of exemption: _____ Ending date: _____



HAINES BOROUGH, ALASKA

P.O. BOX 1209

HAINES, AK 99827

(907) 766-6400 FAX (907) 766-2716

Haines Borough Lands Department

August 19, 2021

Memorandum Re: Plat reporting to Assembly

To: Haines Borough Assembly

From: Dave Long – Planner

Dear Assembly members,

We have a code requirement for the Planning Commission to report all plat activity to the Assembly, so I will plan to submit a staff report memo, monthly, with this information, starting now. I will include all of 2021 activity in this report. See code and chart with activity below:

18.30.040 Planning commission.

J. The commission shall report to the borough assembly on all preliminary and final plats the commission has processed as the platting authority (see Chapter 18.100 HBC).

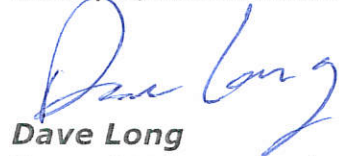
Here is all plat activity for the Haines Recording District to date in 2021:

Plat 2021-1	Sundberg, Kaiser, Stoddard, et al	26 Mile HHWY	Re-plat	Complete
Plat 2021-2	Jonathon Geary	Excursion Inlet	Lot Consolidation	Complete
Plat 2021-3	Scovill/Schnabel	Port Chilkoot	Lot Consolidation	Complete
Plat 2021-4	Highland Resources/Hannon	Front Street	Lot Line Adjustment	Complete
Plat 2021-5	Gilliam/ Boyd	Klehini View	Lot Line Adjustment	Complete
Plat 2021-6	Matthew Elder	Hertz Subd	Lot consolidation	Complete
Plat 2021-7	Steven Cunningham/Emily Zimbrich	2 Mile HHWY	Lot line adjustment	Complete
Plat 2021-8	Terry Sharnbroich	Piedad Road	Lot consolidation	Complete
Plat 2021-9	Kevin Forster	Port Chilkoot	Record of Survey	Complete
Plat 2021-10	Tully Devine/Rebecca Brewer	Small Tracts	Short Plat	Complete
Plat 2021-11	SEARHC	Townsite	Lot Consolidation	Complete

Plats currently pending

Permit 21-10	Robert Murphy	Glacier Point	Accretion survey	Pending
Permit 21-51	Tom Baxter	18 Mile HHWY	Short Plat	Pending recording
Permit 21-66	Michelle LaBrosse	Viking Cove	Short Plat	Pending Mylar

Thank you, Please let me know if you have any questions,



8/19/2021

Dave Long

Planner I Haines Borough

dlong@haines.ak.us

1 907 766 6412



Approved

**Haines Borough
Planning Commission Meeting
July 8, 2021
MINUTES**

1. **CALL TO ORDER/PLEDGE TO THE FLAG:** - **LAPHAM** called the meeting to order at 6:30 p.m. and led the pledge to the American flag.

2. **ROLL CALL:** - **Present:** Chair Diana **LAPHAM**, Don **TURNER Jr.**, Rob **GOLDBERG**, and Zack **FERRIN** Lee **HEINMILLER**, Sarah **ROARK**

STAFF PRESENT: Alekka **FULLERTON** (Interim Borough Manager), Dave **LONG** (Borough Planner) Ed **COFFLAND** (Borough Facilities Director)

OTHERS PRESENT: Douglas **OLERUD** (Mayor), Kenny Waldo, Pete Dohrn, Pam Long

3. **APPROVAL OF AGENDA:**

M/S **FERRIN** / to approve the agenda as submitted, including consent items.
Motion carried unanimously.

* 4. **APPROVAL OF MINUTES:** 6-10-21 minutes approved with approval of the consent agenda.

5. **PUBLIC COMMENTS:** None

6. **CHAIR REPORT:** None

7. **ASSEMBLY LIAISON REPORT:**

Doug Olerud spoke for Jerry Lapp, mentioning Beach Road debris removal schedule and reported on 7-6-2021 G.A.S. committee meeting that referred Ordinance 13-08-344 "Temporary Use Dwellings" back to the Planning Commission for more work.

8. **SUBCOMMITTEE REPORTS:** None

9. **COMMISSION COMMENTS:** None

10. **STAFF REPORT:** Submitted , no questions from Commissioners

11. **PUBLIC HEARINGS:** none

12. **UNFINISHED BUSINESS:** none

13. **NEW BUSINESS:**

A. Zoning Review: None

- B. Haines Borough Code Amendments:** Street assignment and sub unit numbering discussion – need to update code to include suite and apartment numbers
- C. Project Updates:** Tlingit Park Longhouse- Ed Coffland gave an update on the project and history
- D. Other New Business:**

1. Mathias Avenue Discussion- postponed
2. Classification of lands for sale – C-STR-02-3000 Lot 30 – 5 acre parcel on Small Tracts Spur Road – Discussion of this parcel background, Motion to forward to Assembly for Classification for sale.

M/S **Ferrin/** motion passed unanimously

3. Planning Commission Appointments- 2 applications (Justin Mitman, Andrew Letchworth) Commissioners scored the applicants on the scoring matrix sheet, The Planner tabulated the results to be: Justin Mitman – 280 points, Andrew Letchworth – 260 points. Motion to approve Seat C vacancy to be filled by Justin Mitman

M/S **Ferrin/Goldberg** motion passed unanimously

14. PUBLIC COMMENTS: none

15. COMMISSION COMMENTS: none

16. CORRESPONDENCE: none

17. SET MEETING DATES:

A. Regular Meeting: – Thursday, August 12 at 6:30pm in the Assembly chambers and via Zoom.

B. Workshops None

18. ADJOURNMENT:

M/S **TURNER /** to adjourn.

Motion carried unanimously at **7:25pm.**

Government and Services Committee Meeting
7/6/21 – 6:30 p.m.
Minutes

HB Assembly Members: Cheryl Stickler (Chair), Gabe Thomas, Caitlin Kirby

I. Call to Order

II. Reading and Acceptance of Minutes (6/1/21): M/S Kirby/Thomas

III. Porcupine Road

- A. Purpose:** Remove Porcupine Road from Historic Dalton Trail RMSA. Annual costs to repair wash-outs and provide regular maintenance are approximately \$20,000. Discussion was held about the necessity of establishing a funding mechanism to attend to maintenance in a ready manner.

G. Thomas suggested putting forward a CIP request to repair the road. Jila reminded us that the 1 ½% tax is for capital projects and not maintenance.

J. Lapp referred to the importance of the Porcupine Rd. as an important piece of infrastructure for economic drivers in the valley and disclosed his employment status with Constantine.

Discussion followed regarding user fee structures and cost sharing between the Borough and user groups including, but not limited to logging, mining, tourism, filming.

B. Recommendation to the Assembly:

1. 2022: 60%/40% Borough/User Fees
2. 2023: 70%/30% Borough/User Fees
3. Move the costs toward a CIP structure
4. Put forward RFP for 2022 Borough costs (Secure Rural Schools Funding, Fund 23, reallocate the Soap Suds Alley appropriation made during tenure of last administration)

IV. Yurt restrictions in townsite

- A. Purpose:** Take up Planning Commission request to restrict yurts in the townsite. Referred to GASC by Assembly.

Discussion: Extensive public comment from yurt residents supported continuation of current practice. Residents attested to ratings for snow load and wind speed as being sufficient for the area. Difficulties are being experienced due to a lack of building codes in our Borough.

Planning Commission members, Don Turner, Jr. and Diana Lapham, advised providing more definitions in HBC to regulate structures in the townsite. Clarifying definitions and terminology including references to yurts, tiny homes, conexes, ATCO trailers, etc. will provide guidance and direction.

- B. Recommendation:** Assign a working group to review Haines Borough Code related to zoning parameters. Review/discuss public feedback re: yurts in the townsite. Working

group members, Cheryl Stickler (GASC Member), Dave Long (HB Planner), & Diana White-Lapham (Planning Commission Member) will report to GASC.

V. Adjourn

*The Gov't Affairs and Services Committee (GASC):

- reviews and recommends matters to the Assembly relating to legislative procedural and structural matters;
- recommends on transitional issues and issues impacted by the Borough Charter;
- reviews and recommends on the development of proposed government services and functions;
- recommends to the Assembly on ethical issues involving legislative members;
- reviews and recommends legislative and policy matters relating to government program services and facilities.

This committee maintains working relationships with empowered and advisory boards, including the School Board. Current issues before the GAS Committee: Museum Restructuring, Historic Dalton Trail RMSA (Road Maintenance Service Area), and Non-Profit Funding Application Form.



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 21-1098
Assembly Meeting Date: 08/24/21

Business Item Description:	Attachments:
Subject: Authorize the contract with Chatham Electric for Electrical Services WWTP Lift Station Ph II Upgrade	1. Resolution 21-08-924 2. Quote from Chatham Electric
Originator: Contracts and Grants Administrator	
Originating Department: Public Facilities	
Date Submitted: 8/17/21	

Full Title/Motion:
Motion: Adopt Resolution 21-08-924.

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
\$ 81,755.00	\$ 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:

The 2020 Wastewater Influent and Lift Station Pump Upgrade project expands the work started in 2019 to upgrade and replace Wastewater Influent and Lift Pump Upgrades on Beach Road and Skyline Dr, as well as control panel work and installation of electrical equipment to support pumps operating at 480 V at both sites. WWTP Lift Station Pump Upgrades Phase II has been out to bid unsuccessfully on two previous occasions. The Director of Public Facilities has proposed that the Haines Borough conduct the work in-house and will use Chatham Electric as the Electrical contractor on the project. Chatham Electric has provided a quote of \$81,755 for the work. The project has funding through a DEC SRF loan to cover the costs. DEC has approved the plan to conduct the work in-house.

Referral:

Referred to:	Referral Date:
Recommendation:	Meeting Date:

Assembly Action:

Meeting Date(s): 8/24/21	Public Hearing Date(s):
	Postponed to Date:

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a contract with Chatham Electric for Phase II of the Wastewater Influent and Lift Station Pump Upgrade on Beach Rd and Skyline Dr. for an amount not to exceed \$81,755.00.

WHEREAS, the Wastewater Influent and Lift Station Pump Upgrade project includes design and construction of improvements for wastewater lift stations at Beach Road and Skyline Drive; and

WHEREAS, these pumps have repeatedly been unable to keep up with flows during heavy rain events; and

WHEREAS, the Haines Borough has gone out to bid for this project on two previous occasions, each bid exceeded the budget for the project, therefore, the Director of Public Facilities has proposed to perform the work in house; and

WHEREAS, Chatham Electric has proposed to perform the electrical work for the project as a subcontractor for the Haines Borough; and

WHEREAS, the State of Alaska, Department of Environmental Conservation (ADEC) has approved funding the project through the Alaska Clean Water Fund; and

WHEREAS, the loan of up to \$579,867 would be repaid over no more than a 20-year term, with an estimated 1.5 percent finance rate; and

WHEREAS, the loan has a \$289,934 subsidy (50%) in the form of principal forgiveness for Disadvantaged Community Assistance; and

NOW, THEREFORE, BE IT RESOLVED that the Haines Borough Assembly authorizes the Borough Manager to enter into a contract with Chatham Electric for the electrical work on the WWTP Influent and Lift Station Phase II Pump Upgrade for an amount not to exceed \$81,755.00

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 24th day of August 2021.

Attest:

Douglas Olerud, Mayor

Aleka Fullerton, CMC, Borough Clerk



CHATHAM ELECTRIC

A QUANTA SERVICES COMPANY

2457 BRANDY LANE - JUNEAU, ALASKA 99801 - PH(907)789.9899 - FAX(907)789.6954

Project Name: HAINES LIFT STATION PUMP REPLACEMENT – PH 3

7/13/2021

Project Number: 20109JN**Addendum(s):** 1**To:** HAINES BOROUGH**Attn:** Edward Coffland (907)766-6414 ecoffland@haines.ak.us

Chatham Electric is pleased to offer the following electrical quote for the above-mentioned project based upon the electrical work as noted on drawings E1 – E3 dated 7/27/2020. Pricing is base on lump sum acceptance and a completion date of 6/1/22.

BEACH ROAD LIFT STATION	\$ 62,283.00
SKYLINE DRIVE LIFT STATION	<u>\$ 19,472.00</u>
TOTAL	\$ 81,755.00

Includes:

- Electrical work as detailed on drawings E1 – E3 dated 7/27/2020.
- Underground electrical. Chatham will install when subgrade is at appropriate level. No trenching or excavation is anticipated or included.

Excludes:

- Instrumentation devices, e.g. proprietary cabling power and/or control, transmitters, transducers, sensors, switches, etc. Chatham will provide conduit, conductors, and terminations.
- Control panels, start up, testing and commissioning. Chatham will mount, provide conduit, conductors, and terminations.
- ATS, start up, testing and commissioning. Chatham will mount, provide conduit, conductors, and terminations.
- Bonding. Can be provided for an additional fee.
- Builders all risk insurance. Can be provided for an additional fee.
- Utilities and utility fees. Chatham will coordinate.
- Permits, fees and inspections. Chatham will coordinate.
- DOL fees.
- Temporary Systems. Including but not limited to pumps, controls, lights, heat, power, telephone, and sanitary.
- Bedding and backfill material. None anticipated.

Chuck Platt, Vice President
chuck@chathamelectric.com



- Cut, patch, and paint all surfaces.
- Modifications to wet well structures to facilitate electrical installations.
- Electronic As-builts. Chatham Electric will provide hand drawn red lines.
- Clearing and grubbing. Landscaping.
- Hazardous materials abatement, removal, and cleaning of hazardous materials.
- Asphalt and concrete. Cut, remove, dispose, and replace.
- IR Imaging and ARC Study.

Please sign, date and email or fax back as a notice to proceed.

Thank you for the opportunity,

Name: _____

Company: _____

Signature: _____

Date: _____





Haines Borough
Assembly Agenda Bill

Agenda Bill No.: 21-1101Assembly Meeting Date: 08/24/21

Business Item Description:	Attachments:
Subject: Authorize Contract with Delta Western for Harbor Diesel Tank Replacement	1. Resolution 21-08-925 2. Bid Opening Summary 3. Delta Western, Haines Harbor Diesel Tank Replacement Project Bid 4. Construction Drawings
Originator: Contracts & Grants Administrator	
Originating Department: Public Facilities	
Date Submitted: 08/24/21	

Full Title/Motion:

Motion: Adopt Resolution 21-08-925.

Administrative Recommendation:

This resolution is recommended by the Director of Public Facilities and Haines Harbor Master.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ 98,000	\$ 100,000	\$ 16,000	N/A

Comprehensive Plan Consistency Review:

Comp Plan Goals/Objectives:

Consistent: Yes No**Summary Statement:**

In August 2018 the Haines Borough contracted with SBR Services, Inc., to perform cleaning and inspection services on the Haines Harbor Diesel Tanks. SBR Services noted heavy pitting at the bottom of both tanks, and the tanks have exceeded their life expectancy. They recommended further inspection and/or replacement of the tanks. In July 2020, Haines Borough Assembly authorized the purchase of a 5,000 gallon tank direct from Greer Steel for the sum of \$23,000 plus shipping. On April 16, 2021 the Borough put the project out for bid and received only one qualified bidder from Delta Western Petroleum who proposed a fee of \$98,000 to install the new tank at the Haines Harbor. FY20 CIP funds in the amount of \$100,000 were identified for the project but it will be approximately \$16,000 short (budget amendment forthcoming). The Director of Public Facilities and Haines Harbor Master recommends the approval of Resolution 21-08-925 to contract with Delta Western Petroleum for the installation of the new diesel tank at the Harbor..

Referral:

Referred to:

Referral Date:

Recommendation:

Meeting Date:

Assembly Action:

Meeting Date(s): 08/24/21

Public Hearing Date(s):

Postponed to Date:

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a construction contract with Delta Western Petroleum for the Haines Harbor Petroleum Tank Replacement Project for an amount not to exceed \$ 98,000.00

WHEREAS, The Haines Borough on August 1, 2018 entered into a contract with SBR Services to clean and inspect both diesel tanks at the Haines Harbor; and

WHEREAS, during the inspection, SBR noted heavy pitting and degradation at the bottom of both tanks, and the tanks were nearing the end of their useful life, causing them to recommend replacement of the tanks; and

WHEREAS, in July 2020 the Haines Borough requested bids for replacing the Haines Harbor Diesel Tanks, and the Borough received one response for \$374,728.00 (which the Borough declined to issue as it exceeded the budgeted funds for the project); and

WHEREAS, the Haines Borough entered into a contract with Greer Steel, Inc to fabricate a new 5,000 gallon tank for \$23,278.79; and

WHEREAS, On April 16, 2021 the Haines Borough sought bids for the Haines Harbor Petroleum Tank Replacement Project and received one bid from Delta Western for \$98,000 to install the new tank; and

WHEREAS, the Borough appropriated \$100,000 in FY20 CIP funds to replace the fuel tanks which will be approximately \$16,000 short (budget amendment is forthcoming); and

WHEREAS, Director of Public Facilities and the Haines Harbormaster recommends this contract with Delta Western to install the new tank this summer;

NOW, THEREFORE, BE IT RESOLVED that the Haines Borough Assembly authorizes the Interim Manager to execute a construction contract with Delta Western Petroleum for the Haines Harbor Petroleum Tank Replacement Project for an amount not to exceed \$ 98,000.00.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 24th day of August, 2021.

Attest:

Douglas Olerud, Mayor

Alekkka Fullerton, CMC, Borough Clerk

Project: Haines Harbor Diesel Tank Replacement

Bidder	Bid Rcvd by Deadline	Bid on Req. Form, Complete, & Signed	Proof of AK Business Licensing	Proof of AK Contractor's Cert. of Reg.	Bid Bond or Certf. Check of at least 5% of bid	Non-Collusion Affidavit	Addenda Noted	Haines Harbor Diesel Tank Upgrade (\$)	Additive Alternate No. 1 (\$)	Additive Alternate No. 2 (\$)	Total (\$)
Delta Western	X	X	N/A	N/A	N/A	N/A		\$98,000			
							Modifications				
							Total	\$98,000			\$98,000
							Modifications				
							Total				\$0
							Modifications				
							Total	\$0			\$0
							Modifications				
							Total				\$0
							Modifications				
							Total	\$0			\$0

Present:

Ed Coffland, Director of Public Facilities
 Carolann Wooton, Contracts & Grants Administrator
 Alekka Fullerton, Borough Clerk/Interim Manager

SECTION 00300 – BIDS

BID TO: THE HAINES BOROUGH

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with the OWNER in the form included in the Contract Documents (as defined in Article 7 of Section 00500 - Agreement) to perform the WORK as specified or indicated in said Contract Documents entitled

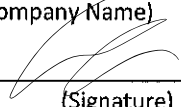
**HAINES HARBOR DIESEL TANK
REPLACEMENT
Contract No. HB 21-05**

2. Bidder accepts all of the terms and conditions of the Contract Documents, including without limitation those in the "Notice Inviting Bids" and "Instructions to Bidders," dealing with the disposition of the Bid Security.
3. This Bid will remain open for the period of time stated in the "Notice Inviting Bids" unless otherwise required by law. Bidder will enter into an Agreement within the time and in the manner required in the "Notice Inviting Bids" and the "Instructions to Bidders," and will furnish insurance certificates, Payment Bond, Performance Bond, and any other documents as may be required by the Contract Documents.
4. Bidder has familiarized itself with the nature and extent of the Contract Documents, WORK, site, locality where the WORK is to be performed, the legal requirements (federal, state and local laws, ordinances, rules, and regulations), and the conditions affecting cost, progress or performance of the WORK and has made such independent investigations as Bidder deems necessary.
5. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over OWNER.
6. To all the foregoing, and including all Bid Schedule and information required of Bidder contained in this Bid Form, said Bidder further agrees to complete the WORK required under the Contract Documents within the Contract Time stipulated in said Contract Documents, and to accept in full payment therefore the Contract Price based on the total bid price(s) named in the aforementioned Bid Schedule.
7. Bidder has examined copies of all the Contract Documents including the following Addenda (receipt of all of which is hereby acknowledged by the Undersigned):

Addenda No. ____ Date Issued _____	Addenda No. ____ Date Issued _____
Addenda No. ____ Date Issued _____	Addenda No. ____ Date Issued _____
Addenda No. ____ Date Issued _____	Addenda No. ____ Date Issued _____
Addenda No. ____ Date Issued _____	Addenda No. ____ Date Issued _____

Give number and date of each addenda above. Failure to acknowledge receipt of all Addenda may cause the Bid to be non-responsive and may cause its rejection.

8. The Bidder has read this Bid and agrees to the conditions as stated herein by signing his/her signature in the space provided below.

Dated: <u>8/18/2021</u>	Bidder: <u>Delta Western Petroleum</u>
	(Company Name)
Alaska CONTRACTOR's Business License No: <u>2100884</u>	By: 
	(Signature)
Alaska CONTRACTOR's License No: <u>181073</u>	Printed Name: <u>Garret Lyons</u>
	Title: <u>Project Director</u>
Telephone No: <u>907-841-5348</u>	Address: <u>450 Alaskan Way South</u>
	(Street or P.O. Box)
Fax No: <u>GarretL@DeltaWestern.com</u>	<u>Seattle, WA 98104</u>
	(City, State, Zip Code)
Email: _____	

9. TO BE CONSIDERED, ALL BIDDERS MUST COMPLETE AND INCLUDE THE FOLLOWING AT THE TIME OF THE DEADLINE FOR BIDS. MISSING DOCUMENTS WILL DEEM THIS BID NON-RESPONSIVE:
- > Bid, Section 00300 (includes addenda receipt statement)
 - > Completed Bid Schedule, Section 00310
 - > Bid Security (Bid Bond, Section 00320, or by a certified or cashier's check as stipulated in the Notice Inviting Bids, Section 00030)
 - > Contractor Financial Responsibility, Section 00370
10. The apparent low Bidder is required to complete and submit the following documents by 4:30 p.m. on the fifth business day following the date of the Posting Notice.
- > Subcontractor Report, Section 00360
- The apparent low Bidder who fails to submit the completed Subcontractor Report within the time specified in Section 00360 – Subcontractor Report, may be found to be not a responsible Bidder and may be required to forfeit the Bid security. The OWNER may then consider the next lowest Bidder for award of the contract.
11. The successful Bidder will be required to submit, within ten Days (calendar) after the date of the "Notice of Intent to Award" letter, the following executed documents:
- > Agreement Forms, Section 00500
 - > Performance Bond, Section 00610
 - > Payment Bond, Section 00620
 - > Certificates of Insurance, (CONTRACTOR) Section 00700 and Section 00800

SECTION 00360 – SUBCONTRACTOR REPORT

LIST OF SUBCONTRACTORS (AS 36.30.115)

The apparent low Bidder must submit a list of Subcontractors that the Bidder proposes to use in the performance of this contract on the fifth business day following the Posting Notice of Bids. If the fifth day falls on a weekend or holiday, the report is due by close of business on the next business Day following the weekend or holiday. The Subcontractor Report list must include each Subcontractor's name, address, location, evidence of valid Alaska Business License, and valid Alaska Contractor's Registration under AS 08.18. If no Subcontractors are to be utilized in the performance of the WORK, write in ink or type "NONE" on line (1) below:

Subcontractor Name and Address	AK Contractor License No. & AK Business License No.	Contact Name & Phone Number	Type of Work	Contract Amount (\$)	DBE? (Y/N)
1. HL Tormey LLC (Haines Industrial)	181730 And 2137859	Haynes Tormey 907-723-6117	Trucking And Labor	T&E	
2.					
3.					
4.					

I certify that the above listed Alaska Business License(s) and CONTRACTOR Registration(s), if applicable, were valid at the time Bids were opened for this Project.



 CONTRACTOR, Authorized Signature

Garret Lyons

 CONTRACTOR, Printed Name

Delta Western Petroleum

 COMPANY

SECTION 00370 – CONTRACTOR’S FINANCIAL RESPONSIBILITY

To be considered, all bidders must complete and include this form *at the time of the deadline for bids*. Attach additional sheets as necessary to respond to questions.

Project: HAINES HARBOR DIESEL TANK REPLACEMENT Contract NO. HB 21-05

As the General Contractor on this project, I intend to subcontract < 20 % of the total value of this contract.

A. EXPERIENCE

1. Have you ever failed to complete a contract due to insufficient resources? No Yes

If YES, explain:

2. Describe arrangements you have made to finance this work:

Delta Western, General Funds

3. Have you had previous construction contracts or subcontracts with the Haines Borough?

No Yes

4. Describe your most recent or current contract, its completion date, and scope of work:

See attachments:

5. List below, and/or as an attachment to this questionnaire, other construction projects you have completed, dates of completion, scope of work, and total contract amount for each project completed in the past twelve months.

See attachments:

6. Per Alaska Statute 36.90.210, on previous public contracts, have you ever failed to pay a subcontractor within eight working days after receiving payment from the Owner (for projects occurring within the last 3 years)? No Yes

If YES, please attach a detailed explanation of each occurrence.

B. EQUIPMENT

1. Describe below, and/or as an attachment, the equipment you have available and intend to use for this project.

ITEM	QUANTITY	MAKE	MODEL	SIZE/CAPACITY	PRESENT MARKET VALUE
Generator Welder	1	Miller	Trailblazer	225	\$3,400
Misc Hand Tools	↓				\$8,500
Pipe Threader		Ridgid	300		\$6,200
Misc Power Tools					\$12,500
Rigging					\$2,500
Dump Truck		Kenworth	W900		\$55,000
Telehandler		Genie	GTH-844		\$98,000
Pickup		Ford	F150		\$34,000

2. Do you propose to purchase any equipment for use on this project not listed on table B-1?

No Yes

If YES, describe type, quantity, and approximate cost:

3. Do you propose to rent any equipment for this work not listed on table B-1? No Yes

If YES, describe type and quantity:

Telehandler and pickup.

4. Is your bid based on firm offers for all materials necessary for this project? No Yes

If NO, please explain:

I hereby certify that the above statements are true and complete.

Delta Western Petroleum

 Contractor

 Signature

Garret Lyons, PD

 Name and Title of Person Signing

 8/18/2021

 Date

GPIP Tank Addition
10,000 Gallon ULSD Tank
& Dispenser Integration



ROM CONSTRUCTION COST ESTIMATE
 Sitka, ALASKA

Revision: (A) 2/15/2021

Task	Sub	Task Description	Units	Qty	Unit Cost	Total
1	General Conditions					
	1.1	Rental Equipment, Crane Support, Trucking, Barge Freight (Wasilla-Sitka)	LS	1	\$27,750	\$27,750
	1.2	Lodging, Travel, Meals	LS	1	\$6,500	\$6,500
	1.3	Engineering/Permitting	LS	1	\$9,500	\$9,500
		<i>Task 1 Subtotal</i>				\$43,750
2	Site and Civil Work Scope					
	2.1	Fill And Lift Tank Pad Area	LS	1	\$3,500	\$3,500
	2.3	Fencing, Gate, & Bollards	LS	1	\$9,500	\$9,500
		<i>Task 2 Subtotal</i>				\$13,000
3	Concrete Work Scope					
	3.1	6" Concrete Slab On Grade	LS	1	\$12,500	\$12,500
		<i>Task 3 Subtotal</i>				\$12,500
4	Fuel Tank And Pipeline					
	4.1	Tank Repairs, Compliance Updates, Coatings	LS	1	\$9,500	\$9,500
		<i>Task 4 Subtotal</i>				\$9,500
5	Mechanical Equipment					
	5.1	7.5 HP Blackmer Ground Pump	EA	1	\$10,450	\$10,450
	5.2	PRV System	EA	1	\$2,400	\$2,400
	5.3	Misc. Mechanical Equipment	LS	1	\$1,800	\$1,800
		<i>Task 5 Subtotal</i>				\$14,650
6	Mechanical Pipes, Valves, and Fittings					
	6.1	2"Pipe Manifold	LS	1	\$19,500	\$19,500
	6.2	Valves & Misc. Fittings	LS	1	\$1,850	\$1,850
	6.3	Pipe Supports	LS	1	\$1,250	\$1,250
		<i>Task 6 Subtotal</i>				\$22,600
7	Electrical and Controls					
	7.1	Pump Starter & Controls	LS	1	\$14,800	\$14,800
	7.2	Upsized Power Distribution From Panel To Pump	LS	1	\$8,750	\$8,750
		<i>Task 7 Subtotal</i>				\$23,550
Construction Cost Subtotal Tasks 1-8						\$139,550
Contingency 5%						\$13,955
Construction Total w/ Contingency:						\$153,505



GPIP FUEL TANK EXPANSION

SITKA, ALASKA

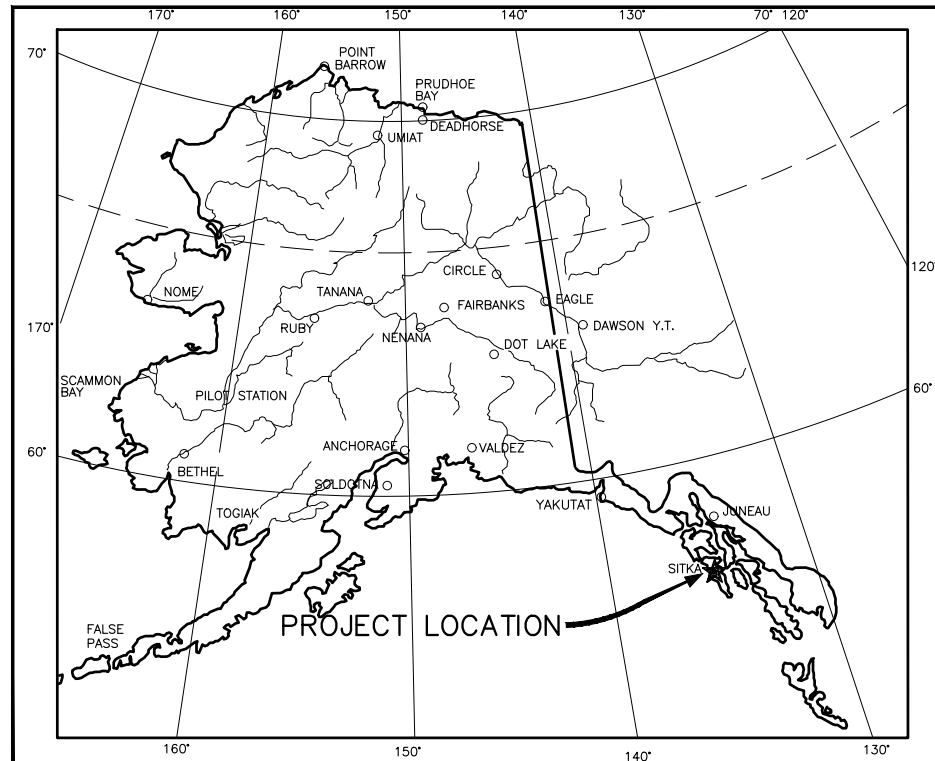
MARCH 2021 - ISSUED FOR CONSTRUCTION



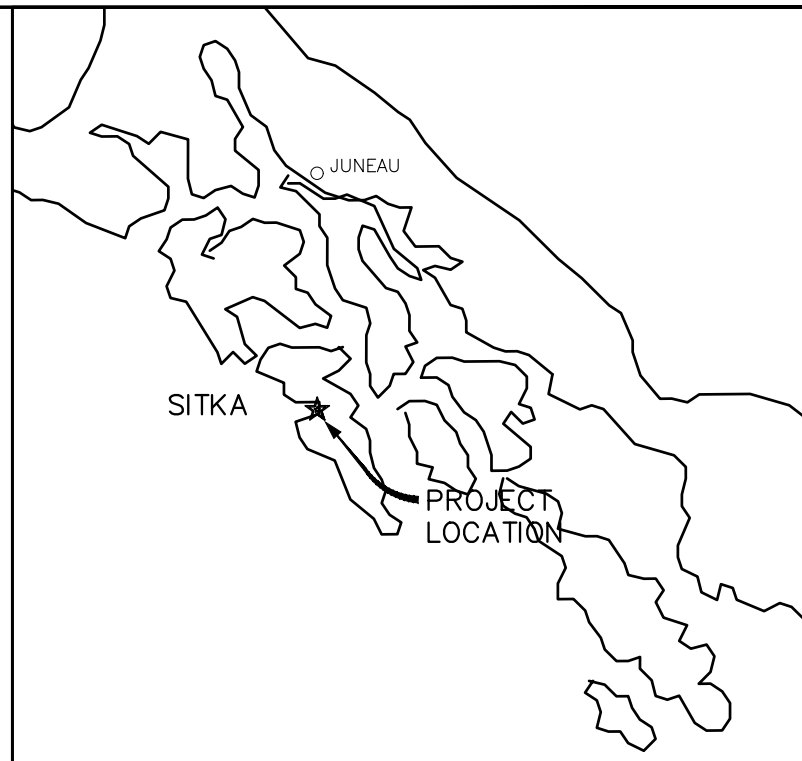
CONSULTING ENGINEERS
137 E. ARCTIC, SUITE 101
PALMER, AK 99645
(907) 745-6988

GNE PROJECT #300202

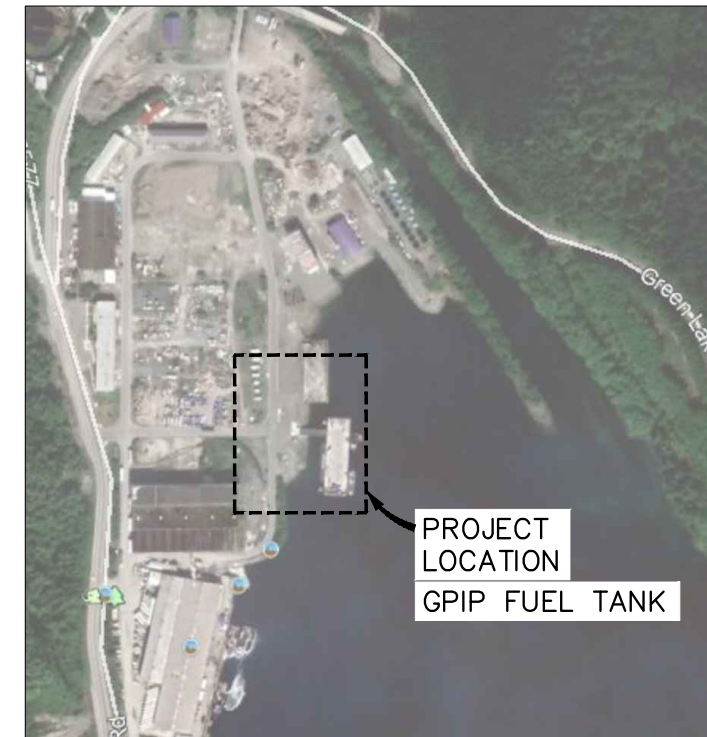
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ALASKA MAP



VICINITY MAP



PROJECT LOCATION MAP - SAWMILL COVE

DRAWING INDEX

DWG.	REVISION	DATE	DESCRIPTION
GENERAL			
COVER			COVER
GA-01	0	03/15/2021	VICINITY MAPS & DRAWING INDEX
MECHANICAL			
PG-01	0	03/15/2021	PIPING ABBREVIATIONS, SYMBOLS AND KEYS
PG-02	0	03/15/2021	PIPING NOTES AND SPECIFICATIONS
PG-03	0	03/15/2021	PIPING NOTES AND SPECIFICATIONS
DD-01	0	03/15/2021	DEMO FLOW DIAGRAM
FD-01	0	03/15/2021	FLOW DIAGRAM
P-01	0	03/15/2021	PIPING KEY PLAN
P-02	0	03/15/2021	NEW WORK PLAN
P-03	0	03/15/2021	PIPING PLAN
P-04	0	03/15/2021	TANK PLAN AND DETAILS
P-05	0	03/15/2021	DETAILS

DATE SIGNED

REV	DATE	REVISION DESCRIPTION	DWN	CHK
0	03/15/2021	ISSUED FOR CONSTRUCTION	JAG	RD



VICINITY MAPS AND DRAWING INDEX
 SITKA GPIP FUEL TANK
 DELTA WESTERN PETROLEUM
 SITKA, ALASKA

DATE: 03/04/2021
 DRAWN: JAG
 CHECKED: RD
 DESIGNED: RD
 APPROVED:

GA-01 0
 DWG NO. REV.

300202
 PROJECT NO.

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ABBREVIATIONS

Table of abbreviations including (a) ABANDONED, BLK BLACK, BF BLIND FLANGE, BOP BOTTOM OF PIPE, C CENTER LINE, etc.

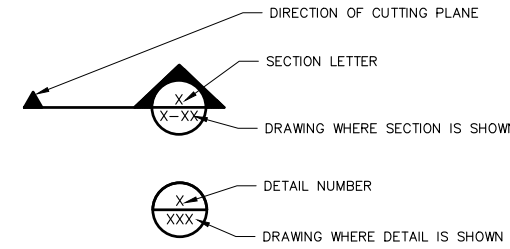
SYMBOLS

Table of symbols including CATHODIC PROTECTION TEST STATION, ELECTRICAL JUNCTION BOX, EMERGENCY FUEL SHUT OFF, FAA MANHOLE, HIGH POINT VENT, HYDRANT, etc.

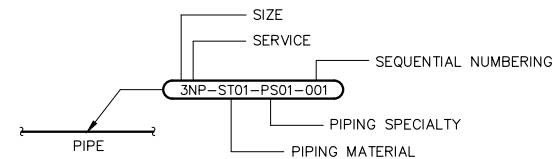
SYMBOLS (CONT.)

Continuation of symbols including FLEX HOSE, BALL VALVE, BUTTERFLY VALVE, CHECK VALVE, GATE VALVE, GLOBE VALVE, etc.

SECTION AND DETAIL SYMBOLS



PIPING CALLOUT KEY



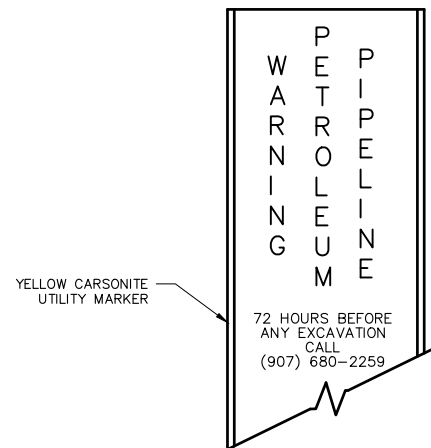
EXAMPLE:

SIZE: 3"
SERVICE: NON-POTABLE
PIPE MATERIAL: STEEL, A53 GRB, SCH 40
PIPE SPECIALTY: INSULATED W/POLYURETHANE/JACKET
SEQUENTIAL NUMBERING: 1001

INSTRUMENT SYMBOLS

Table of instrument symbols including INSTRUMENT IN FIELD, INSTRUMENT ON MAIN PANEL, INSTRUMENT MOUNTED ON LOCAL PANEL, etc.

PIPELINE MARKER



NOTE: MARKERS SHALL BE PLACED AT EACH VALVE BOX, CP TEST STATION, CASING END, AND ANGLE POINT.

PIPING SPECIFICATIONS

Table of piping specifications including PIPING SERVICE (AF, AS, CW, DW, EX, FR, FS, FV, FW, GA, etc.), STEEL PIPE (ST01, ST02, etc.), STAINLESS STEEL PIPE (SS01, SS02, etc.), PLASTIC PIPE (PP01, PP02, etc.), CAST IRON PIPE (CI01, CI02), COPPER PIPE (CU01, CU02, etc.), and PIPE SPECIALTIES (PS01, PS02, etc.).



Revision table with columns for REV, DATE, and DESCRIPTION.



PIPING ABBREVIATIONS, SYMBOLS AND KEYS
SITKA GPIP FUEL TANK
DELTA WESTERN PETROLEUM
SITKA, ALASKA

Project information table including DATE: 03/15/2021, DRAWN: JAG, CHECKED: RD, DESIGNED: RD, APPROVED: RD, PG-01 DWG NO., 0 REV., PROJECT NO. 300202.

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LIQUID HYDROCARBON PIPING SERVICE

- ALL PIPING SHALL BE FABRICATED, TESTED AND INSPECTED IN ACCORDANCE WITH CODES, DRAWINGS, AND OTHER REQUIREMENTS SPECIFIED.
- THE FOLLOWING CODES, STANDARDS, AND SPECIFICATIONS SHALL BE CONSIDERED A PART OF THIS SPECIFICATION. THE LATEST EDITION IN EFFECT ON THE DATE OF ISSUANCE OF THE CONTRACT SHALL BE DOCUMENT USED FOR THIS SPECIFICATION.
 - ASME B31.3 – CHEMICAL PLANT AND PETROLEUM REFINERY PIPING.
 - ASME B31.4 – LIQUID PETROLEUM TRANSPORTATION PIPING SYSTEMS.
 - ASME BOILER & PRESSURE SECTION IX – WELDING & BRAZING QUALIFICATIONS.
 - ASME B16.5 – PIPE FLANGES AND FLANGED FITTINGS.
 - ASME B16.21 – NON METALLIC GASKETS FOR PIPE FLANGES.
 - API STD 1104 – STANDARD FOR WELDING PIPELINE AND RELATED FACILITIES.
 - AWS D1.1 – AMERICAN WELDING SOCIETY.
- THE CONTRACTOR SHALL PROVIDE THE PROJECT ENGINEER SIX (6) SETS OF DATA SHEETS FOR ALL MATERIALS AND EQUIPMENT PROPOSED FOR USE ON THIS PROJECT. ITEMS SPECIFIED OR REFERRED TO BY MANUFACTURER AND FIGURE NUMBER ARE NOT INTENDED TO EXCLUDE ITEMS OFFERED BY OTHER MANUFACTURERS.
- THE CONTRACTOR SHALL SUBMIT TO THE PROJECT ENGINEER TWO (2) COPIES OF RADIOGRAPHY TESTS, HYDROTESTS, MATERIAL CERTIFICATIONS, AND ANY OTHER NDE TEST REQUIRED HEREIN.
- THE CONTRACTOR IS RESPONSIBLE FOR HIS OWN QUALITY CONTROL PROGRAM. THIS PROGRAM SHALL PROVIDE A CONTINUOUS INSPECTION OF THE CONTRACTORS WORK WITH FULL DOCUMENTATION OF WELDER QUALIFICATIONS, WELDING PROCEDURES, EQUIPMENT QUALIFICATIONS, FABRICATION QUALITY, MATERIAL TESTING RECORDS, AND NDT RESULTS.
- THE CONTRACTOR SHALL PROVIDE FREE ACCESS TO MATERIALS AND THE FABRICATION PROCESS FOR THE ENGINEER AND OWNER'S REPRESENTATIVE.
- CORROSION ALLOWANCE IS 0.063 INCHES.
- RATING AND SIZE OF FLANGES SHALL BE ACCORDING TO STANDARD CLASS; I.E., ASME CLASS 150, 300, 600, ETC., PER ASME B16.5.
- ALL PIPING SHALL BE COMMERCIOALLY SANDBLASTED ON THE EXTERIOR PRIOR TO COATING AND THOROUGHLY CLEANED INTERNALLY PRIOR TO FABRICATION. SWAB EACH PIPE SECTION AND FITTING WITH A SOLVENT SUITABLE FOR REMOVING GREASE AND FILM.
- REMOVE ALL FOREIGN MATERIAL SUCH AS SCALE, SAND, AND WELD SPATTER MATERIAL BEFORE ASSEMBLY.
- FAILURE TO PRE-CLEAN THE PIPE SECTIONS AND COMPONENTS BEFORE ASSEMBLY AND PLACEMENT WILL BE GROUNDS FOR REJECTION OF THE LINE UNTIL THE LINE IS CLEANED.
- BACKING RINGS SHALL NOT BE USED. CONSUMABLE INSERTS MAY BE USED IF PROPERLY QUALIFIED WELD PROCEDURES; INCLUDING THEIR USE, HAVE BEEN APPROVED BY THE ENGINEER.
- THE WELD SIZE SHALL BE PER THE MANUFACTURER'S RECOMMENDATIONS. EXCESS WELDING CAUSES PIPE DISTORTION AND HIGH RESIDUAL STRESSES. ANY EXCESS WELDING ON THE FITTING AND ANY OBVIOUS DISTORTION ON PIPE AND FITTING SHALL BE CAUSE FOR REJECTION.
- THE CONTRACTOR SHALL PROVIDE A WELD IDENTIFICATION MAP AS THE PIPELINE IS FABRICATED. EACH WELD JOINT SHALL BE UNIQUELY NUMBERED AND REFLECTED LIKEWISE ON A FIELD DRAWING SET.
- PREFABRICATED SPOOLS SHALL BE NUMBERED IN THE SHOP FOR LOCATION IDENTITY.
- WELDER AND RADIOGRAPHY IDENTIFICATION SHALL BE MARKED ON THE PIPE AND IDENTICALLY ON THE DRAWINGS.
- THE CONTRACTOR IS RESPONSIBLE FOR OFF LOADING SHIPPING CONTAINERS AND STORING MATERIALS IN SUCH A FASHION AS TO PREVENT DAMAGE.
- THE CONTRACTOR SHALL REPAIR OR REPLACE ANY DAMAGED MATERIALS TO THE OWNERS SATISFACTION IF DAMAGE OCCURS AFTER THE CONTRACT IS IN RECEIPT OF SAID MATERIALS.
- ALL PIPE JOINTS AND OTHER PIPELINE COMPONENTS SHALL BE KEPT COVERED TO PREVENT CONTAMINATION FROM FOREIGN MATTER DURING THE STAGING PERIOD.
- ALL BUTT-WELD PIPING AND FITTINGS SHALL BE WELDED WITH A PROCEDURE QUALIFIED IN ACCORDANCE WITH ASME B31.3 AND ASME SECTION IX. THE PROCEDURE SHALL CONSIST OF A SMAW ROOT AND HOT PASS USING E6018 FILLER METAL AND SUBSEQUENT FILL AND COVER PASS(ES) USING SMAW WITH E7018 FILLER METAL.
- ALL SOCKET WELDS AND SEAL WELDS SHALL BE MADE USING ANY PROCEDURE AND FILLER METAL ACCEPTABLE UNDER ASME B31.3 AND ASME SECTION IX.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE WELDING PERFORMED BY THEIR PERSONNEL AND SHALL CONDUCT THE REQUIRED QUALIFICATION TESTS FOR THE WELDING PROCEDURES AND THE WELDERS.
- ALL WELDERS AND WELDING PROCEDURES SHALL BE CURRENTLY QUALIFIED IN ACCORDANCE WITH SECTION IX OF THE ASME BOILER AND PRESSURE VESSEL CODE AND ASME B31.3.
- PROPOSED WELDING PROCEDURE SPECIFICATIONS AND RESULTS OF PROCEDURE QUALIFICATION SHALL BE SUBMITTED TO AND APPROVED BY THE ENGINEER PRIOR TO THE START OF WELDING. WELDING PROCEDURES SHALL STATE WELD HARDNESS REQUIREMENTS AND DESIGNATION OF WELDING RODS TO BE USED.
- THE RESULTS OF WELDER QUALIFICATION SHALL BE SUBMITTED TO AND APPROVED BY THE ENGINEER PRIOR TO THE WELDER STARTING TO MAKE PRODUCTION WELDS.
- PROCEDURE QUALIFICATION WELDING AND TESTING MAY BE WITNESSED BY THE ENGINEER AT HIS DISCRETION. A FIVE (5) DAY NOTIFICATION IS REQUIRED. THE ENGINEER MAY ALSO WITNESS THE CHECKING OF RADIOGRAPHS; WELD AND HEAT AFFECTED ZONES HARDNESS TESTS.
- WELDING PROCESS OTHER THAN SMAW, GMAW AND GTAW ARE PROHIBITED.
- ERECTION TOLERANCES: FIELD INSTALLATION OF PIPING AND ASSOCIATED EQUIPMENT SHALL BE AS SET FORTH ON THE DRAWINGS AND ACCOMPANYING SPECIFICATIONS. COLD SPRING SHALL ONLY BE DONE WHEN CALLED FOR ON THE PIPING DRAWINGS AND IN THE PRESENCE OF THE ENGINEER.
- PIPE SUPPORTS: IN GENERAL, ALL PIPING SHALL BE ADEQUATELY SUPPORTED BY PIPE RACKS, PIPE SLEEPERS, HANGERS, ETC., AS CALLED FOR ON THE DRAWINGS AND/OR REQUIRED BY CODE. GUIDES AND ANCHORS SHALL NOT BE INSTALLED ON PIPING UNLESS THEY APPEAR ON THE DRAWINGS.
- ALL FLANGE FACES AND GASKETS SHALL BE PROTECTED FROM DAMAGE UNTIL INSTALLATION IS COMPLETE. WHEN TEMPORARY MAKE-UP AT FLANGED JOINTS IS REQUIRED IN SYSTEMS USING SPECIAL GASKETS, THE JOINTS SHALL BE MADE UP WITH LESS EXPENSIVE SHEET GASKETS AND THE SPECIAL GASKETS SAVED FOR THE FINAL INSTALLATION.
- ALL FLANGE JOINT ASSEMBLY AND BOLT TIGHTENING SHALL BE PERFORMED IN ACCORDANCE WITH THE APPLICABLE SECTION OF ASME B31.3. "EXAMINATION" AND "INSPECTION" SHALL BE DEFINED AS IN PARAGRAPHS 340.1 AND 341.1 OF ASME B31.3, AND ALL EXAMINATION AND INSPECTION SHALL BE IN ACCORDANCE WITH ASME B31.3 AND OTHER CODES AND STANDARDS, WHICH ARE DEFINED IN THE MATERIALS SPECIFICATIONS.
- IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO PERFORM ALL FUNCTIONS DEFINED AS EXAMINATION. THE EXTENT OF EXAMINATION SHALL BE SPECIFIED IN THE DRAWINGS AND/OR SPECIFICATIONS OR BY THE ENGINEER.
- IT IS THE PURPOSE OF THE EXAMINATION AND INSPECTION TO ENSURE COMPLIANCE WITH THE ENGINEERING DESIGN, SPECIFICATION AND APPLICABLE CODES. ALL PIPING AND PIPING COMPONENTS SHALL BE SUBJECT TO INSPECTION BY THE ENGINEER DURING ANY PHASE OF MANUFACTURING IN THE MILL OR FOUNDRY AND DURING ANY PHASE OF SHOP OR FIELD FABRICATION.

LIQUID HYDROCARBON PIPING SERVICE (cont.)

- UNLESS OTHERWISE SPECIFIED, THE VENDOR'S MATERIAL CERTIFICATION SHALL BE THE BASIS FOR ACCEPTANCE OF CHEMICAL OR MECHANICAL PROPERTIES OF ALL MATERIAL.
- ALL WELDS SHALL BE VISUALLY EXAMINED AND MUST MEET VISUAL ACCEPTANCE CRITERIA. WELDS NOT X-RAYED MUST BE EXAMINED BY A CERTIFIED WELDING INSPECTOR QUALIFIED UNDER AWS QC1.
- THE CONTRACTOR SHALL PROVIDE THE PROJECT ENGINEER WITH A WRITTEN REPORT OF THE VISUAL EXAMINATION.
- ALL RADIOGRAPHIC EXAMINATIONS, INCLUDING REPAIRS SHALL BE PERFORMED AND ACCEPTED IN ACCORDANCE WITH APPLICABLE SECTIONS OF ASME B31.3 AND THE ASME BOILER AND PRESSURE VESSEL CODE.
- STUB IN, FILLET WELDS, AND OLETS WILL NOT BE REQUIRED TO BE RADIOGRAPHED UNLESS REQUIRED BY THE ENGINEER. AT LEAST 20% OF STUB IN AND FILLET WELDS SHALL BE RANDOMLY TESTED USING MAGNETIC PARTICLE EXAMINATION.
- ALL FIELD WELDS SHALL BE 100% RADIOGRAPHED.
- ALL SHOP WELDS SHALL BE 10% RADIOGRAPHED.
- THE PROJECT ENGINEER WILL SELECT THE SHOP WELDS RANDOMLY TO BE RADIOGRAPHED.
- ANY RADIOGRAPHIC REJECTION RATES HIGHER THAN 10% BY ANY SINGLE WELDER SHALL REQUIRE RE-CERTIFICATION OF THAT WELDER BEFORE ADDITIONAL WELDS ARE MADE.
- THE CONTRACTOR SHALL PROVIDE THE PROJECT ENGINEER WITH THE RESULTS OF THE RADIOGRAPHIC ANALYSIS AT WEEKLY INTERVALS THROUGHOUT THE PROJECT, AS THE RESULTS BECOME AVAILABLE.
- ANY REJECTED WELDS SHALL BE REMOVED AND REWELDED BY THE CONTRACTOR AT HIS EXPENSE.
- ALL FABRICATED PIPING SHALL BE HYDROSTATICALLY TESTED BY THE CONTRACTOR TO 1.5 TIMES THE MAMP FOR A PERIOD OF FOUR (4) HOURS. THE CONTRACTOR SHALL GUARANTEE WORK TO BE CAPABLE OF WITHSTANDING THE INITIAL HYDROSTATIC TEST, AND SHALL REPAIR AND REPLACE, AT HIS EXPENSE, ANY ITEM WHICH FAILS TO PASS SUCH TEST.
- TEST PRESSURES FOR HYDROSTATIC TESTING SHALL BE AS FOLLOWS:
- ASME CLASS 150# – MAXIMUM ALLOWABLE WORKING PRESSURE – 285 PSIG; TEST PRESSURE – 427 PSIG.
- THE PIPING SYSTEM SHALL BE BROUGHT UP TO THE REQUIRED TEST PRESSURE IN FOUR EQUAL STAGES WITH VISUAL INSPECTION FOR LEAKS AT EACH STAGE. THE MAXIMUM TEST PRESSURE WILL BE HELD FOR THE DURATION OF FOUR (4) HOURS.
- THE FIELD HYDROSTATIC TEST MEDIUM SHALL BE WATER. FOLLOWING COMPLETION OF THE TESTING, ALL RESIDUAL WATER SHALL BE REMOVED FROM THE PIPELINE AND THE PIPELINE SHALL BE DRIED COMPLETELY.
- HYDROSTATIC TEST RECORDS SHALL BE MADE FOR EACH SPOOL. ALL THE TEST RECORDS SHALL BE RETAINED BY THE CONTRACTOR WITH THE JOB RECORDS. THE JOB RECORDS AND TEST RESULTS SHALL BE TURNED OVER TO THE PROJECT ENGINEER PRIOR TO FINAL INSPECTION. RECORDS SHALL INCLUDE:
 - DATE OF TEST
 - TEST MEDIUM
 - TEST PRESSURE
 - APPROVAL BY THE PROJECT ENGINEER AND THE CONTRACTOR'S INSPECTOR.

ABOVEGROUND PIPE COATING SYSTEM & REPAIR

GENERAL: THIS SECTION APPLIES TO ALL PIPING TO BE COATED AS WELL AS COATING REPAIR OF ONSITE PIPING DAMAGED DURING CONSTRUCTION OR TRANSPORT. SYSTEM IS TO BE A HI BUILD EPOXY – POLYAMIDE COATING. PRIMER – EPOXY POLYAMIDE, SAME AS TOPCOAT, COLOR DIFFERENT. TOP COAT – EPOXY – POLYAMIDE, WHITE. ACCEPTABLE MANUFACTURERS – TNEC SERIES 66 HI BUILD EPOXOLINE, SHERWIN WILLIAMS MACROPOXY HS EPOXY, DEVOC BAR RUST 236.

- CLEAN ALL SURFACE OF WATER, OIL, GREASE, AND OTHER DELETERIOUS MATTER USING SOLVENT CLEANING, SP-1, AND POWER TOOL CLEANING, SP-3 PRIOR TO SAND BLASTING.
- SAND BLAST ALL PIPE SURFACES WITH A COMMERCIAL BLAST IN ACCORDANCE WITH SSPC SP-6. DO NOT BLAST VALVES OR OTHER EQUIPMENT LOCATED ON THE LINE.
- MASK ALL MACHINED SURFACES SUCH AS VALVE STEMS, AND SPACES BETWEEN FLANGES.
- CLEAN UP ALL SPENT SAND, WHICH LANDS ON METAL SURFACES.
- APPLY THE PRIMER COATING SYSTEM IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS, WITHIN EIGHT (8) HOURS OF THE BLAST, AND IN THE SAME DAY. IF PRIMER IS NOT APPLIED WITHIN THESE PARAMETERS, RE-BLAST IN ACCORDANCE WITH THE SURFACE PREPARATION INSTRUCTIONS.
- CURE THE PRIMER COATING IN ACCORDANCE WITH THE MANUFACTURERS' RECOMMENDED TIME PERIOD WITH REGARD TO THE TEMPERATURE.
- APPLY THE TOP-COATING SYSTEM IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS.
- ALL COATING MATERIALS SHALL BE APPLIED IN ACCORDANCE WITH APPLICABLE SECTIONS OF SSPC-PA1. NO COATINGS SHALL BE APPLIED WHEN THE AMBIENT TEMPERATURE IS LESS THAN 50° OR WHEN THE AMBIENT DEW POINT SPREAD IS LESS THAN 5°.
- ALL COATING MATERIALS SHALL BE SPRAY APPLIED, AIR OR AIRLESS, EXCLUDING BRUSH TOUCH_UP.
- ALL COATING MATERIALS SHALL BE THOROUGHLY MIXED AND PREPARED FOR APPLICATION IN STRICT ACCORDANCE WITH THE DIRECTIONS AND RECOMMENDATIONS OF THE MANUFACTURER. THE MANUFACTURER'S RECOMMENDED POT LIFE SHALL NOT BE EXCEEDED.
- ALL SURFACES NOT RECEIVING A PROTECTIVE COATING SHALL BE PROTECTED FROM SPILLS, OVER SPRAY, SPLATTERS OR PREPARATION MATERIALS OR DUST BY MEANS OF COVERS OR DROP CLOTHES.
- ANY OVER SPRAY, SPILLS, DROPS, OR SPLATTERS ON BUILDING SURFACES OR EQUIPMENT INCLUDING CONCRETE FLOORS AND WINDOWS SHALL BE COMPLETELY REMOVED.
- ALL CONTAINERS, DROP CLOTHES, SCAFFOLDING, AND COATING APPLICATION MATERIALS SHALL BE REMOVED FROM THE JOB SITE AND PROPERLY DISPOSED BY THE CONTRACTOR.

CONCRETE NOTES:

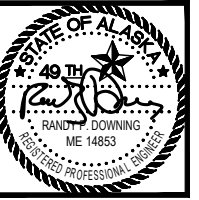
MIXING AND PLACING OF ALL CONCRETE AND THE SELECTION OF MATERIALS SHALL BE IN ACCORDANCE WITH THE IBC. PROPORTIONS OF AGGREGATE TO CEMENT SHALL BE SUCH AS TO PRODUCE A DENSE WORKABLE MIX WHICH CAN BE PLACED WITHOUT SEGREGATION OF EXCESS FREE SURFACE WATER. ALL CONCRETE, INCLUDING SLABS ON GRADE SHALL HAVE MASTER BUILDERS "POZZOLITH 322N" ADDED IN ACCORDANCE WITH THE MANUFACTURER'S INSTRUCTIONS. ALL CONCRETE EXPOSED TO THE WEATHER SHALL CONTAIN DAREX AEA TO PRODUCE 4 TO 6 PERCENT ENTRAINED AIR. MAXIMUM SIZE AGGREGATE SHALL BE 1-1/2". THE CONTRACTOR SHALL SUBMIT MIX DESIGNS TO THE OWNERS REPRESENTATIVE FOR APPROVAL PRIOR TO USE ON THE FOLLOWING BASIS:

f'c	MAXIMUM SLUMP	LOCATION
4000 PSI/28 DAYS	4"	ALL CONCRETE

AIR ENTRAINED CONCRETE SHALL NOT BE POWER TROWEL OR RECEIVE A HARD TROWEL FINISH. INTERIOR SLAB-ON-GRADE CONCRETE SHALL NOT BE AIR ENTRAINED. PROTECT INTERIOR SLAB-ON-GRADE FROM FREEZE THAW UNTIL IN FINAL CONDITION.

TOOLED OR FORMED OR SAWCUT SOG CCJ MAY BE INSTALLED. WHERE SAW CUT, SOG CCJ SHALL BE SAWCUT WHILE THE CONCRETE IS STILL GREEN [PARTIALLY CURED] BUT AFTER SUFFICIENT STRENGTH HAS DEVELOPED TO SUPPORT THE SAW WITHOUT DAMAGING THE SURFACE OF THE SOG. SHRINKAGE OCCURS AS THE SOG CURES & FAILURE TO PROPERLY INSTALL CCJ CAUSES AESTHETICALLY UNACCEPTABLE SHRINKAGE CRACKS.

REINFORCING STEEL:
ALL REINFORCING STEEL SHALL BE NEW BILLET STOCK ASTM A615, GRADE 60. BARS SHALL BE SECURELY TIED IN PLACE WITH #16 DOUBLE ANNEALED IRON WIRE. SET WIRES SO ENDS ARE DIRECTED INTO CONCRETE, NOT TOWARD EXPOSED CONCRETE SURFACES. BARS SHALL BE SUPPORTED ON APPROVED CHAIRS OR WELL CURED CONCRETE BLOCKS. USE CHAIRS TO SUPPORT FIRST LAYER OF REBAR ESTIMATED 2' ON CENTER SPACING BETWEEN CHAIRS. USE SPACERS OR CHAIRS SPACED AT 2' ON CENTER ATTACHED TO THE FIRST LAYER TO FORM THE SECOND LAYER OF REBAR. PROVIDE SUFFICIENT SUPPORT UNDER CHAIRS TO WALK ON THE REBAR WITHOUT DAMAGING THE INSULATION. REINFORCING STEEL SHALL BE DETAILED IN ACCORDANCE WITH THE ACI "MANUAL OF STANDARD PRACTICE FOR DETAILING OF REINFORCED CONCRETE STRUCTURES". SHOP DRAWINGS SHALL BE SUBMITTED TO AND REVIEWED BY THE OWNERS REPRESENTATIVE BEFORE STARTING FABRICATION. REINFORCEMENT SHALL BE LAP SPLICED FOR TENSION. LAP CONTINUOUS BARS 36 DIAMETERS, TWO FEET MINIMUM. DOUBLE BARS AROUND OPENINGS. REINFORCE AT CORNERS AND INTERSECTIONS OF WALLS AND WALL FOOTINGS WITH TWO FEET BY TWO FEET CORNER BARS OF SIZE AND SPACING TO MATCH HORIZONTAL BARS, EXCEPT AS NOTED ON DRAWINGS. UNLESS OTHERWISE NOTED ON THE DRAWINGS. WELDING OF REINFORCING BARS IS PROHIBITED. COVER OVER REINFORCING STEEL SHALL BE AS FOLLOWS: FOOTINGS 3", SLABS ON GRADE 1-1/2", EARTH FACE OF WALLS 2", COLUMNS 2". IN NO CASE SHALL THE COVER BE LESS THAN THE BAR DIAMETER.



03/15/2021

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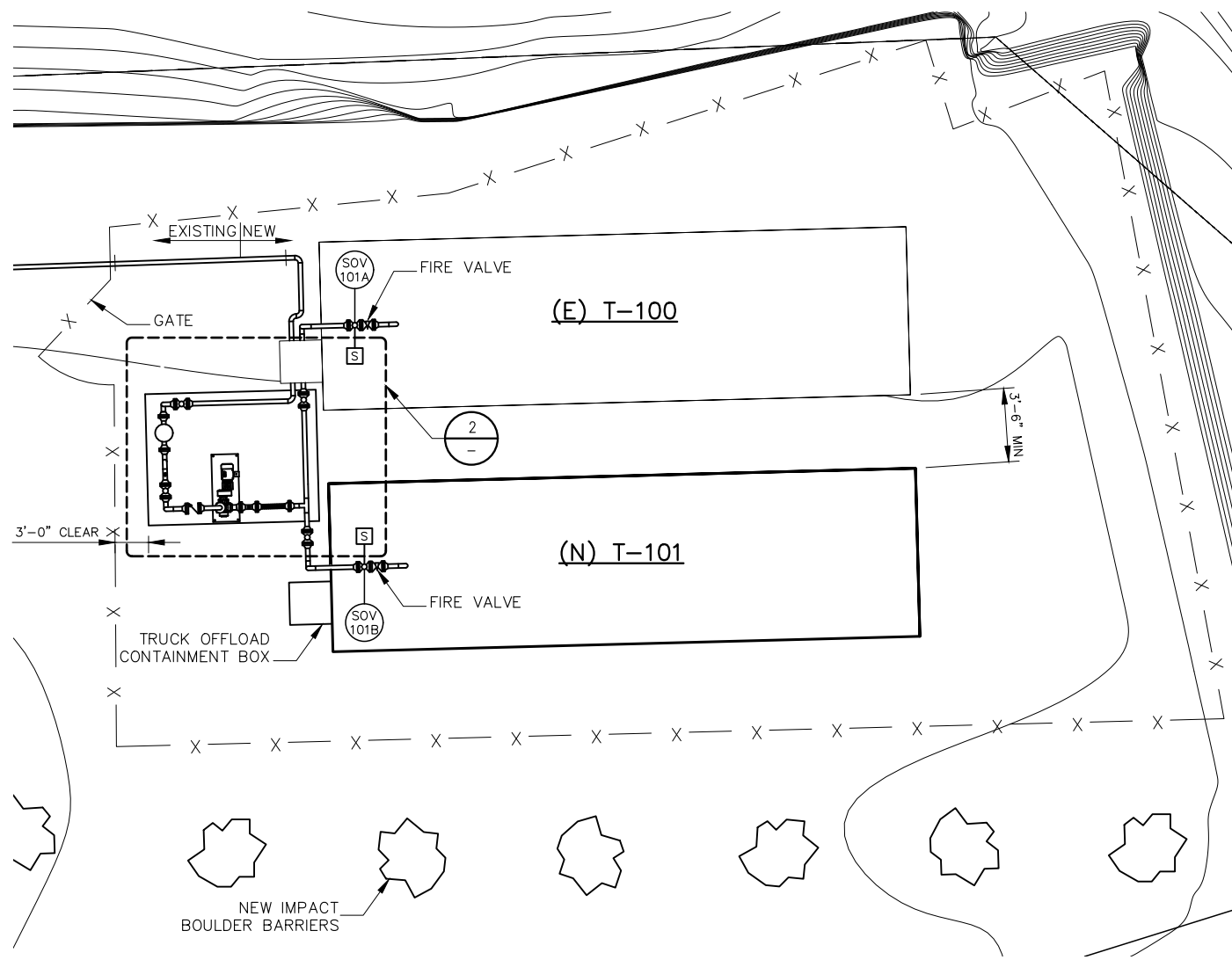
PIPING NOTES AND SPECIFICATIONS
SITKA GPIIP FUEL TANK
DELTA WESTERN PETROLEUM
SITKA, ALASKA

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DESIGNED:	RD
APPROVED:	

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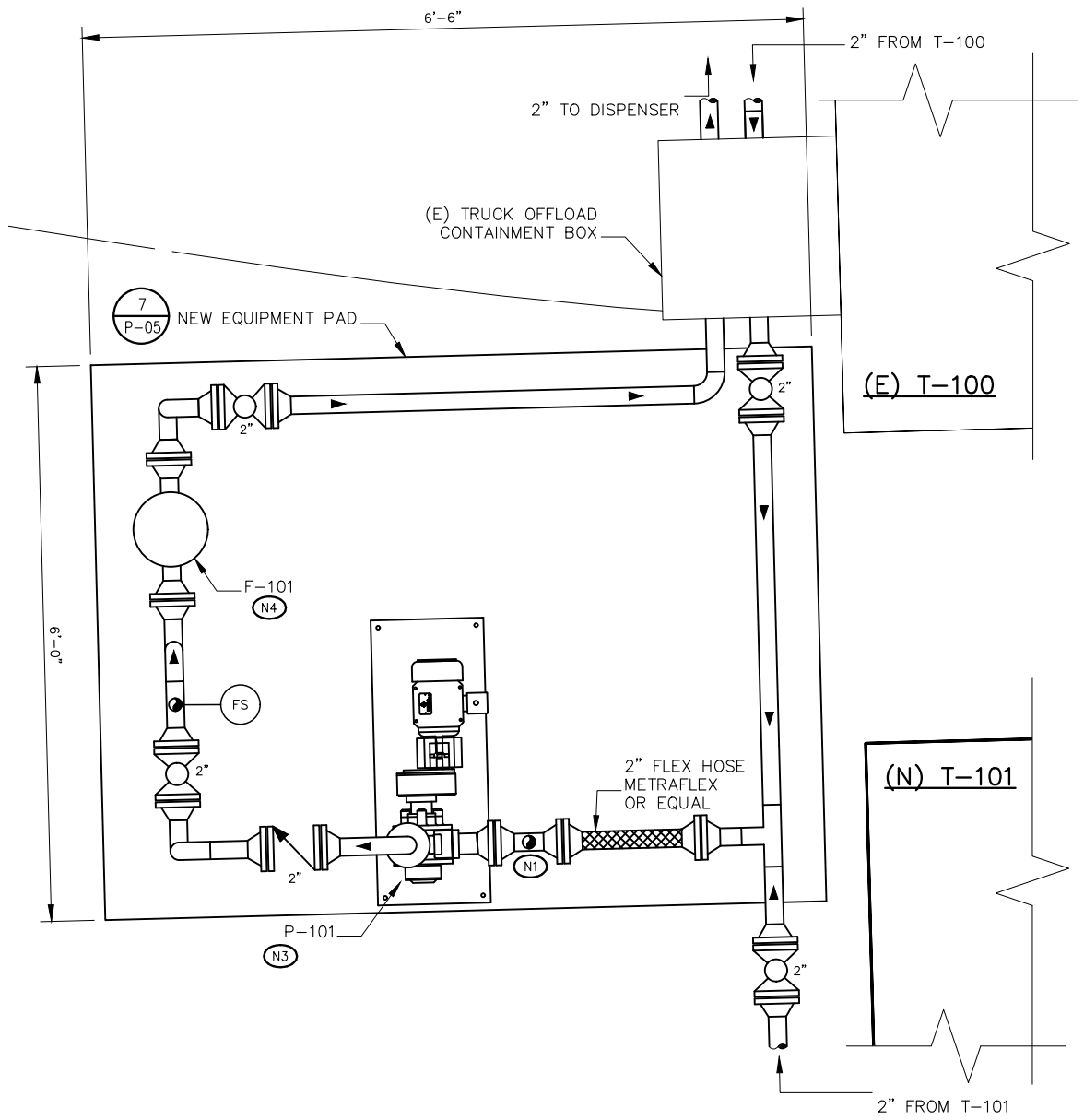
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1 FUEL TANK PLAN
 SCALE: 1/4" = 1'-0" (FULL SIZE 22"x34")
 1/8" = 1'-0" (HALF SIZE 11"x17")

- NOTES:**
- (N1) 1-1/2" RELIEF LINE FROM PUMP PRV NOT SHOWN FOR CLARITY.
 - (N2) SEE FD-01 FOR ADDITIONAL EQUIPMENT INFORMATION AND REQUIREMENTS.
 - (N3) INSTALL PUMP AND ANCHOR TO CONCRETE PER THE MANUFACTURERS WRITTEN INSTRUCTIONS.
 - (N4) INSTALL FILTER AND ANCHOR TO CONCRETE PER THE MANUFACTURERS WRITTEN INSTRUCTIONS.



2 NEW FUEL PIPING PLAN
 SCALE: NTS



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GREAT NORTHERN ENGINEERING
 137 E. ARCTIC, SUITE 101
 PALMER, AK 99645
 (907) 745-6888

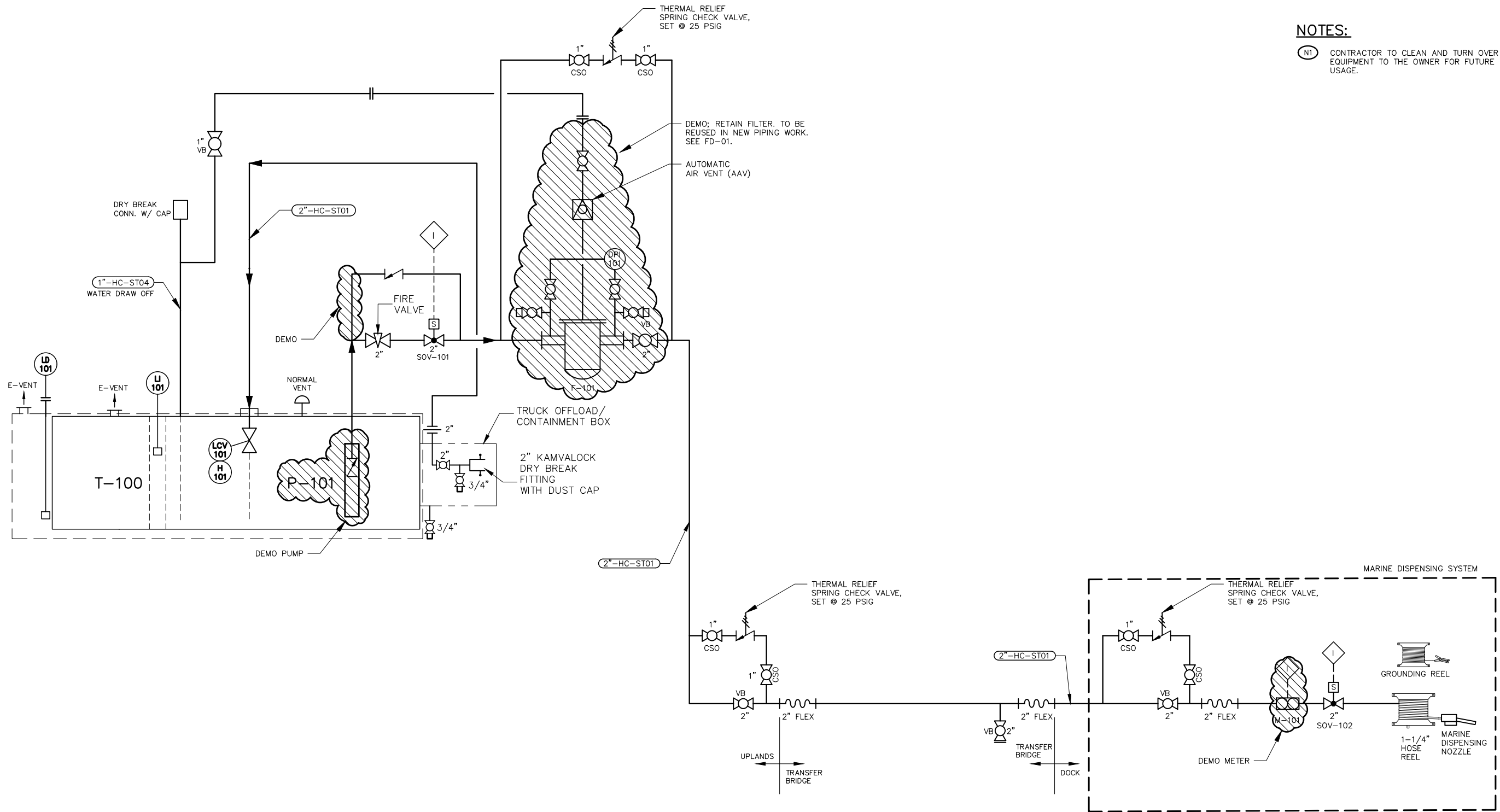
PIPING PLAN
 SITKA GIIP FUEL TANK
 DELTA WESTERN PETROLEUM
 SITKA, ALASKA

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NOTES:

- (N1) CONTRACTOR TO CLEAN AND TURN OVER EQUIPMENT TO THE OWNER FOR FUTURE USAGE.



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DEMO FLOW DIAGRAM
SITKA GPIIP FUEL TANK
DELTA WESTERN PETROLEUM
SITKA, ALASKA

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T-100
10,000 GAL. CAPACITY
8'-0" x 28'-6" NOMINAL
HORIZONTAL AST
DOUBLE WALL
DIESEL FUEL (NO. 2)

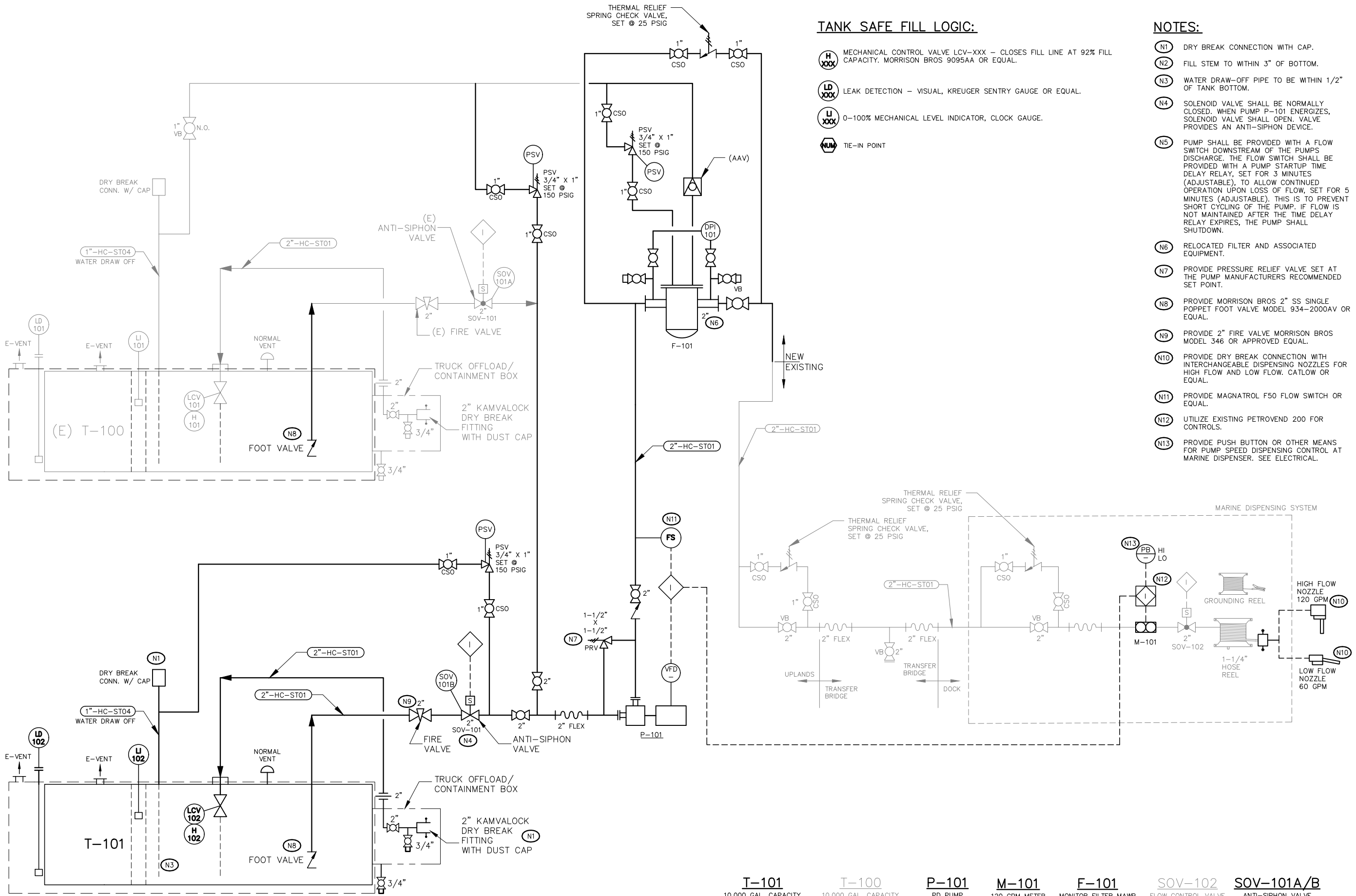
P-101
SUBMERSIBLE PUMP
RED JACKET STP
1.5 HP
208-230V/1PH
DIESEL FUEL (NO. 2)

M-101
100 GPM METER
LC M10 SERIES
WITH
RESETTABLE
TOTALIZER OR
EQUAL

F-101
MONITOR FILTER MAWP
285 PSIG
100GPM ANSI 150# FLG
VELCON OR EQUAL

SOV-102
FLOW CONTROL VALVE
ANSI 150# FLG
MORRISON BROS 710
SOLENOID VALVE OR
EQUAL

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TANK SAFE FILL LOGIC:

- (H XXX)** MECHANICAL CONTROL VALVE LCV-XXX – CLOSES FILL LINE AT 92% FILL CAPACITY. MORRISON BROS 9095AA OR EQUAL.
- (LD XXX)** LEAK DETECTION – VISUAL, KREUGER SENTRY GAUGE OR EQUAL.
- (LI XXX)** 0-100% MECHANICAL LEVEL INDICATOR, CLOCK GAUGE.
- (TIE-IN POINT)** TIE-IN POINT

NOTES:

- (N1)** DRY BREAK CONNECTION WITH CAP.
- (N2)** FILL STEM TO WITHIN 3" OF BOTTOM.
- (N3)** WATER DRAW-OFF PIPE TO BE WITHIN 1/2" OF TANK BOTTOM.
- (N4)** SOLENOID VALVE SHALL BE NORMALLY CLOSED. WHEN PUMP P-101 ENERGIZES, SOLENOID VALVE SHALL OPEN. VALVE PROVIDES AN ANTI-SIPHON DEVICE.
- (N5)** PUMP SHALL BE PROVIDED WITH A FLOW SWITCH DOWNSTREAM OF THE PUMPS DISCHARGE. THE FLOW SWITCH SHALL BE PROVIDED WITH A PUMP STARTUP TIME DELAY RELAY, SET FOR 3 MINUTES (ADJUSTABLE), TO ALLOW CONTINUED OPERATION UPON LOSS OF FLOW, SET FOR 5 MINUTES (ADJUSTABLE). THIS IS TO PREVENT SHORT CYCLING OF THE PUMP. IF FLOW IS NOT MAINTAINED AFTER THE TIME DELAY RELAY EXPIRES, THE PUMP SHALL SHUTDOWN.
- (N6)** RELOCATED FILTER AND ASSOCIATED EQUIPMENT.
- (N7)** PROVIDE PRESSURE RELIEF VALVE SET AT THE PUMP MANUFACTURERS RECOMMENDED SET POINT.
- (N8)** PROVIDE MORRISON BROS 2" SS SINGLE POPPET FOOT VALVE MODEL 934-2000AV OR EQUAL.
- (N9)** PROVIDE 2" FIRE VALVE MORRISON BROS MODEL 346 OR APPROVED EQUAL.
- (N10)** PROVIDE DRY BREAK CONNECTION WITH INTERCHANGEABLE DISPENSING NOZZLES FOR HIGH FLOW AND LOW FLOW. CATLOW OR EQUAL.
- (N11)** PROVIDE MAGNATROL F50 FLOW SWITCH OR EQUAL.
- (N12)** UTILIZE EXISTING PETROVEND 200 FOR CONTROLS.
- (N13)** PROVIDE PUSH BUTTON OR OTHER MEANS FOR PUMP SPEED DISPENSING CONTROL AT MARINE DISPENSER. SEE ELECTRICAL.

- T-101**
10,000 GAL. CAPACITY
8'-0" x 28'-6" NOMINAL HORIZONTAL AST DOUBLE WALL DIESEL FUEL (NO. 2)
- T-100**
10,000 GAL. CAPACITY
8'-0" x 28'-6" NOMINAL HORIZONTAL AST DOUBLE WALL DIESEL FUEL (NO. 2)
- P-101**
PD PUMP BLACKMER 5HP 208/3Ø DIESEL FUEL (NO. 2)
- M-101**
120 GPM METER LC M10 SERIES WITH RESETTABLE TOTALIZER OR EQUAL
- F-101**
MONITOR FILTER MAWP 285 PSIG 120 GPM ANSI 150# FLG VELCON OR EQUAL
- SOV-102**
FLOW CONTROL VALVE ANSI 150# FLG MORRISON BROS 710 SOLENOID VALVE OR EQUAL
- SOV-101A/B**
ANTI-SIPHON VALVE ANSI 150# FLG MORRISON BROS 710 OR EQUAL



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137 E. ARCTIC, SUITE 101
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(907) 745-6888

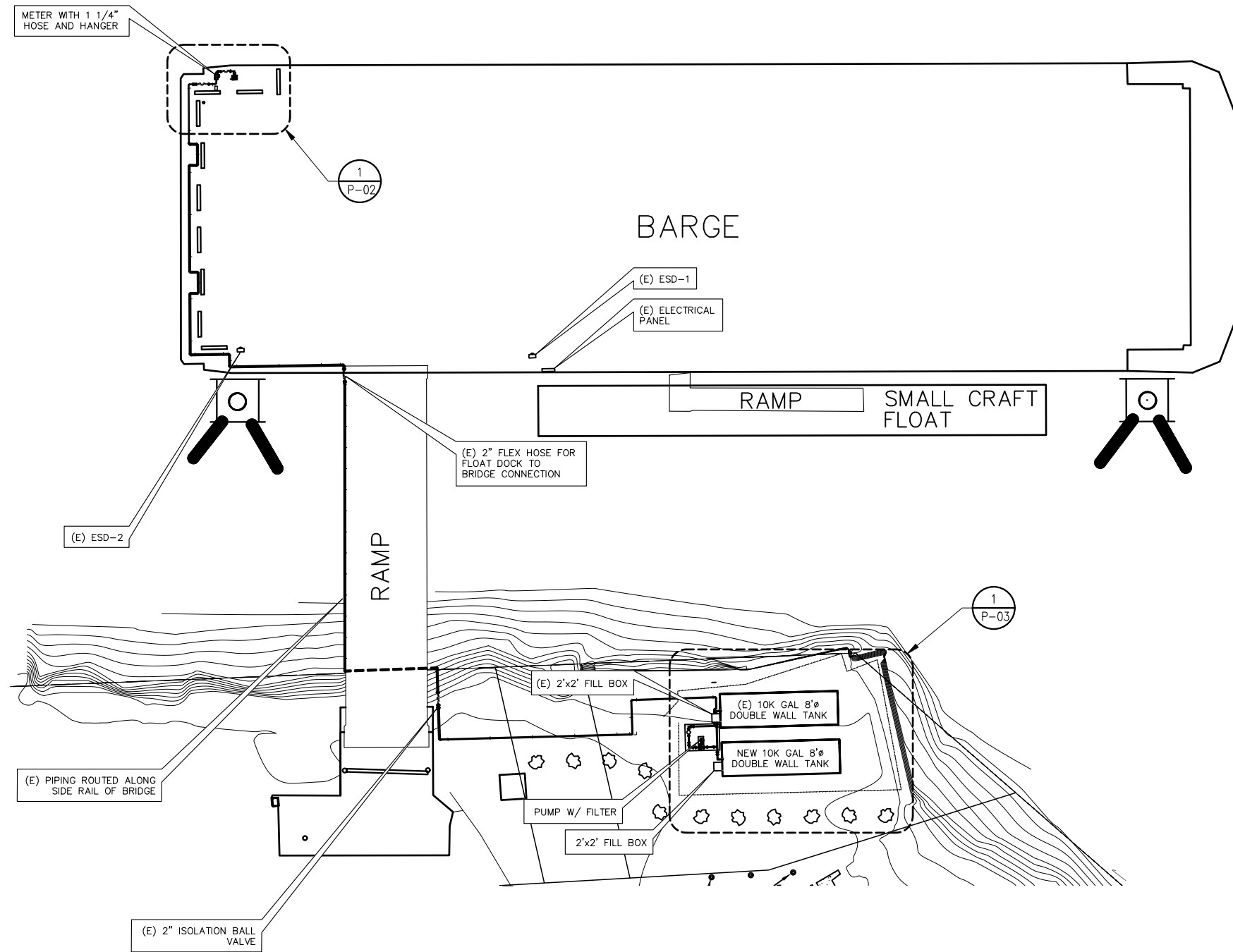
FLOW DIAGRAM
SITKA GIIP FUEL TANK
DELTA WESTERN PETROLEUM
SITKA, ALASKA

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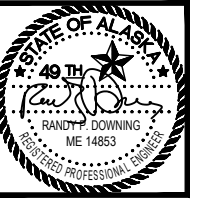


FUEL PIPING KEY PLAN

SCALE: 1" = 16'-0" (FULL SIZE 22"x34")
 1" = 32'-0" (HALF SIZE 11"x17")

NOTES:

- (N1) NO HOT WORK 50 FEET FROM DISPENSER NOZZLE PLUS HOSE LENGTH PER 2012 IFC 2310.5.5
- (N2) INSTALL SIGNAGE PER 2012 IFC SECTION 2310.5.5.1



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PIPING KEY PLAN

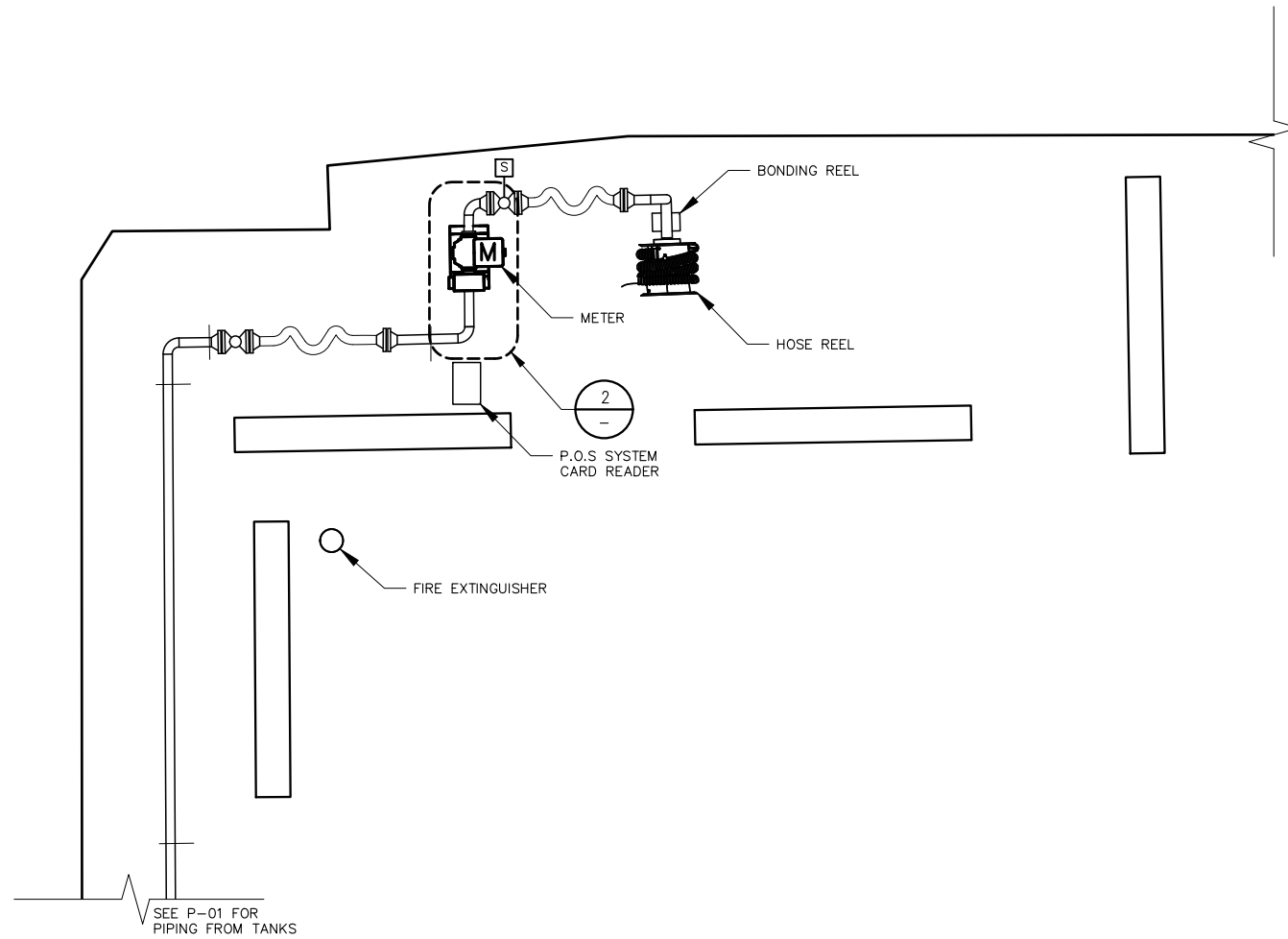
SITKA GPIP FUEL TANK
 DELTA WESTERN PETROLEUM
 SITKA, ALASKA

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300202
 PROJECT NO.

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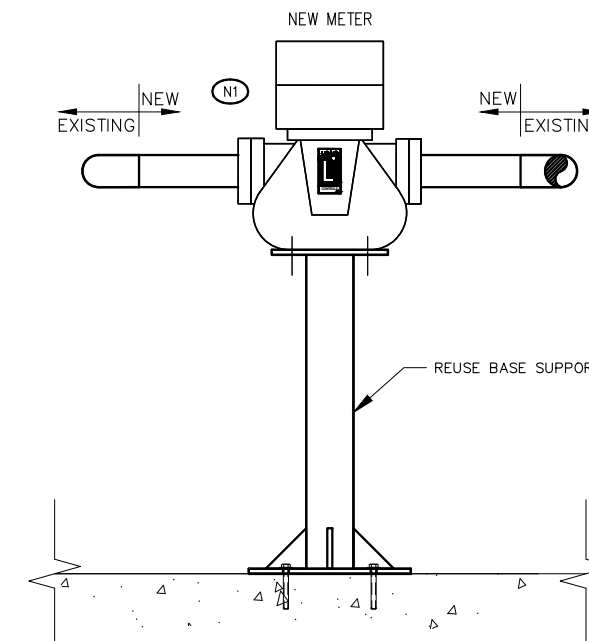


SEE P-01 FOR PIPING FROM TANKS

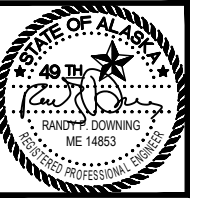
1 METER LOCATION
 SCALE: 1/4" = 1'-0" (FULL SIZE 22"x34")
 1/8" = 1'-0" (HALF SIZE 11"x17")

NOTES:

(N1) SEE FLOW DIAGRAM ON FD-01 FOR NEW METER SPECIFICATIONS



2 NEW METER
 SCALE: NTS



03/15/2021
 DATE SIGNED

REV	DATE	REVISION DESCRIPTION	CHK
0	03/15/2021	ISSUED FOR CONSTRUCTION	JAG
			RD
			DWN

GREAT NORTHERN ENGINEERING
 137 E. ARCTIC, SUITE 101
 PALMER, AK 99645
 (907) 745-6888

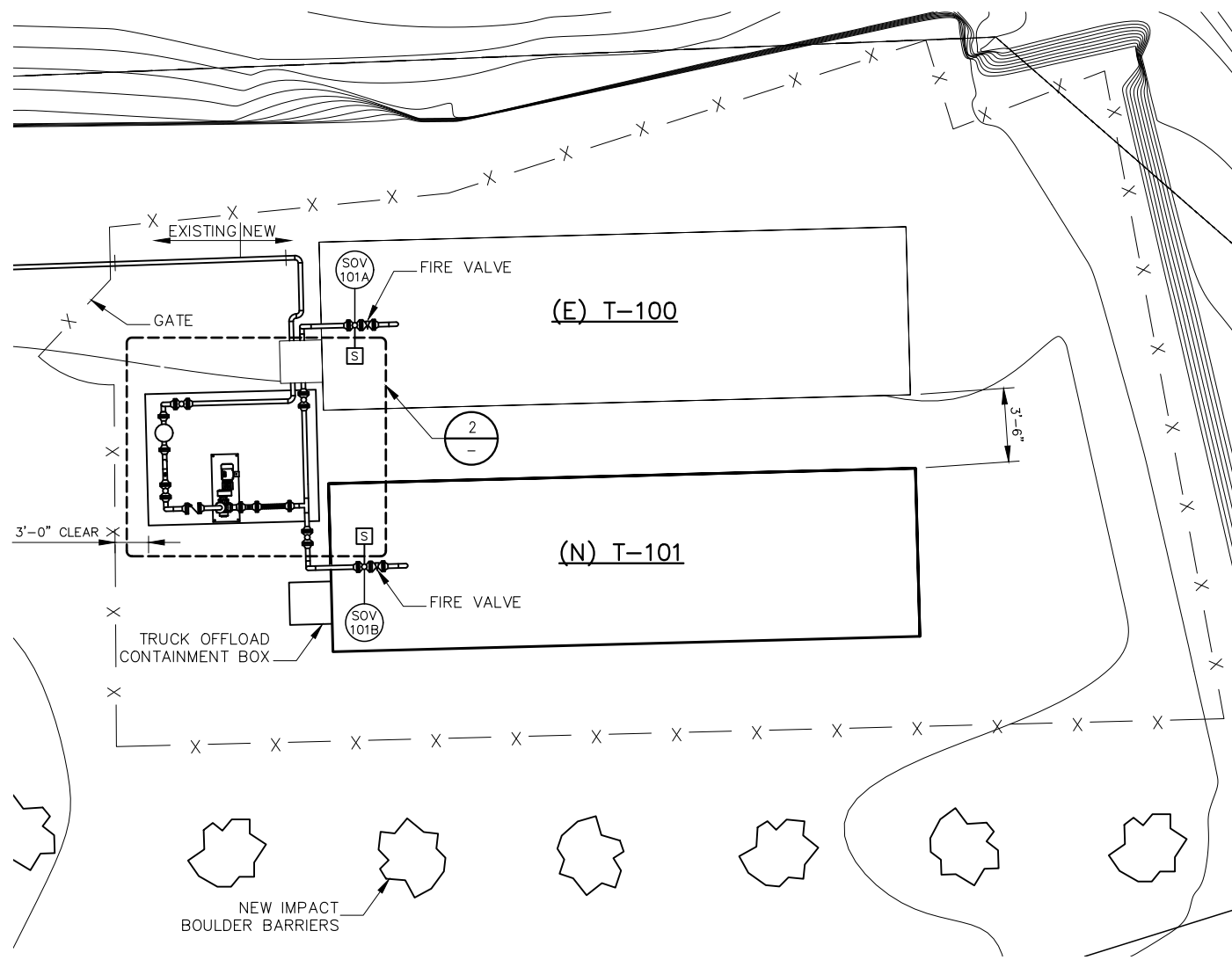
NEW WORK PLAN
 SITKA GPIP FUEL TANK
 DELTA WESTERN PETROLEUM
 SITKA, ALASKA

DATE:	03/15/2021
DRAWN:	JAG
CHECKED:	RD
DESIGNED:	RD
APPROVED:	

P-02	0
DWG NO.	REV.

300202
 PROJECT NO.

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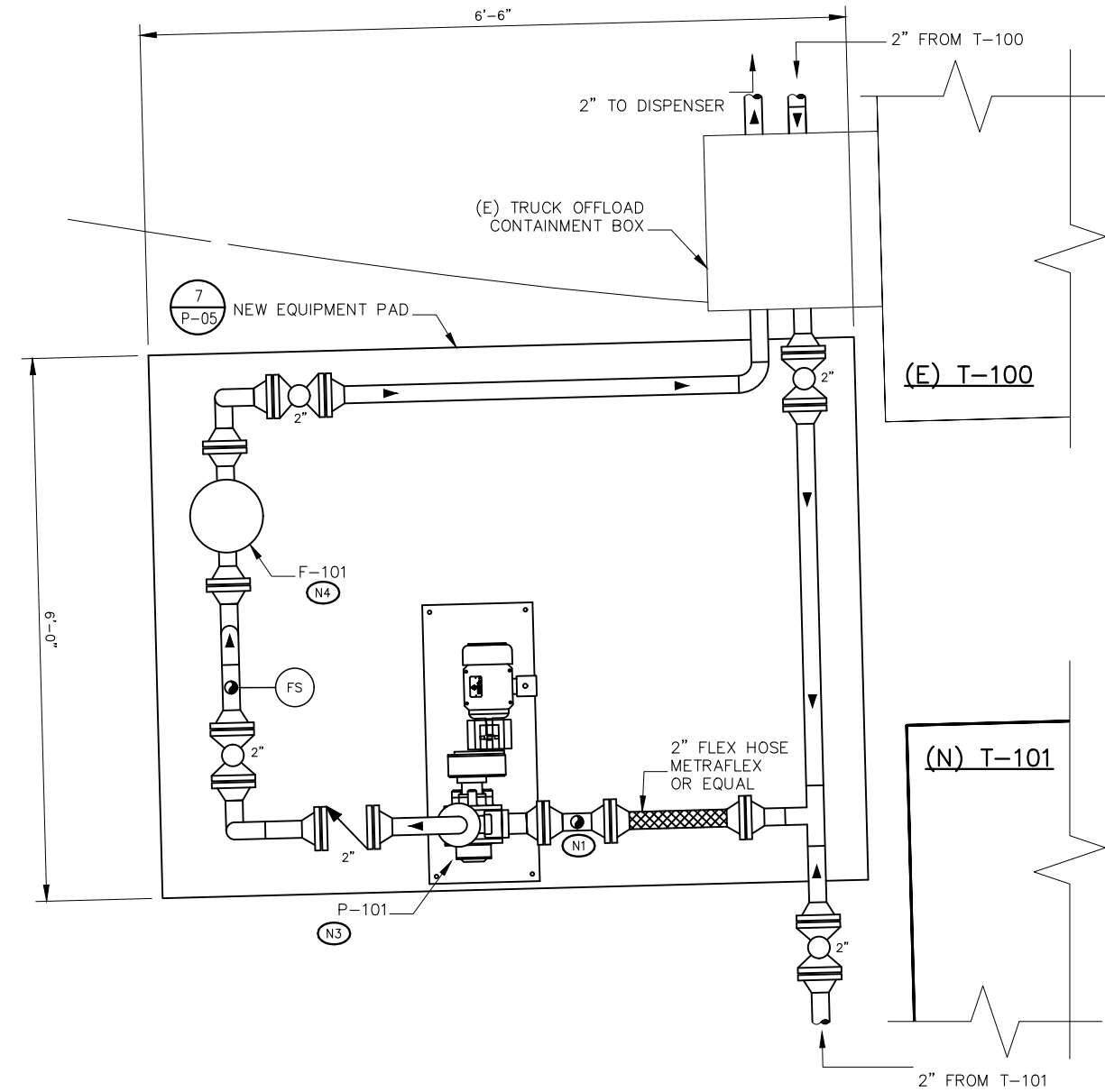


NEW IMPACT
BOULDER BARRIERS

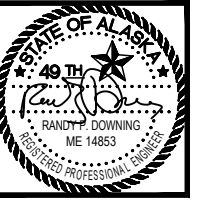
1 FUEL TANK PLAN
SCALE: 1/4" = 1'-0" (FULL SIZE 22"x34")
1/8" = 1'-0" (HALF SIZE 11"x17")

NOTES:

- (N1) 1-1/2" RELIEF LINE FROM PUMP PRV NOT SHOWN FOR CLARITY.
- (N2) SEE FD-01 FOR ADDITIONAL EQUIPMENT INFORMATION AND REQUIREMENTS.
- (N3) INSTALL PUMP AND ANCHOR TO CONCRETE PER THE MANUFACTURERS WRITTEN INSTRUCTIONS.
- (N4) INSTALL FILTER AND ANCHOR TO CONCRETE PER THE MANUFACTURERS WRITTEN INSTRUCTIONS.



2 NEW FUEL PIPING PLAN
SCALE: NTS



03/15/2021
DATE SIGNED

REV	DATE	ISSUED FOR CONSTRUCTION	REVISION DESCRIPTION	RD	CHK
0	03/15/2021	ISSUED FOR CONSTRUCTION		JAG	DWN

GREAT NORTHERN ENGINEERING
137 E. ARCTIC, SUITE 101
PALMER, AK 99645
(907) 745-6888

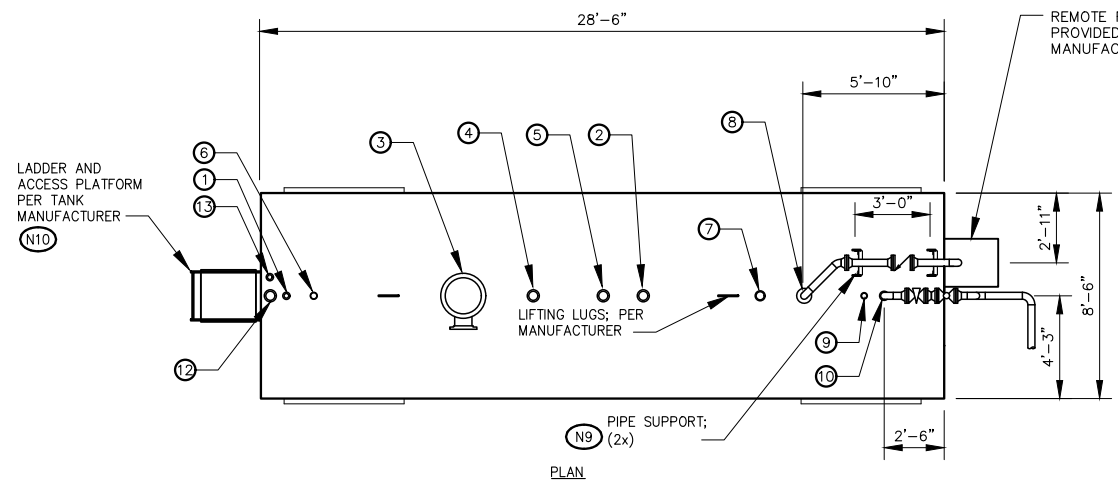
PIPING PLAN
SITKA GIIP FUEL TANK
DELTA WESTERN PETROLEUM
SITKA, ALASKA

DATE:	03/15/2021
DRAWN:	JAG
CHECKED:	RD
DESIGNED:	RD
APPROVED:	

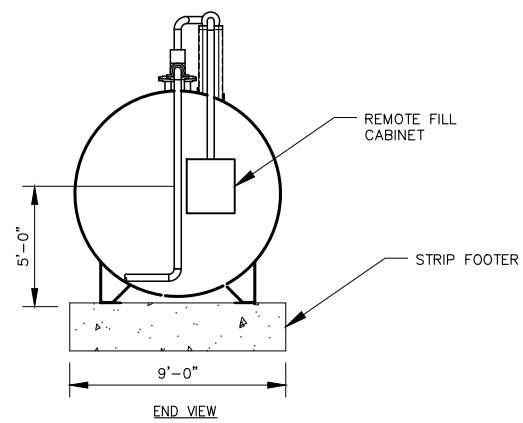
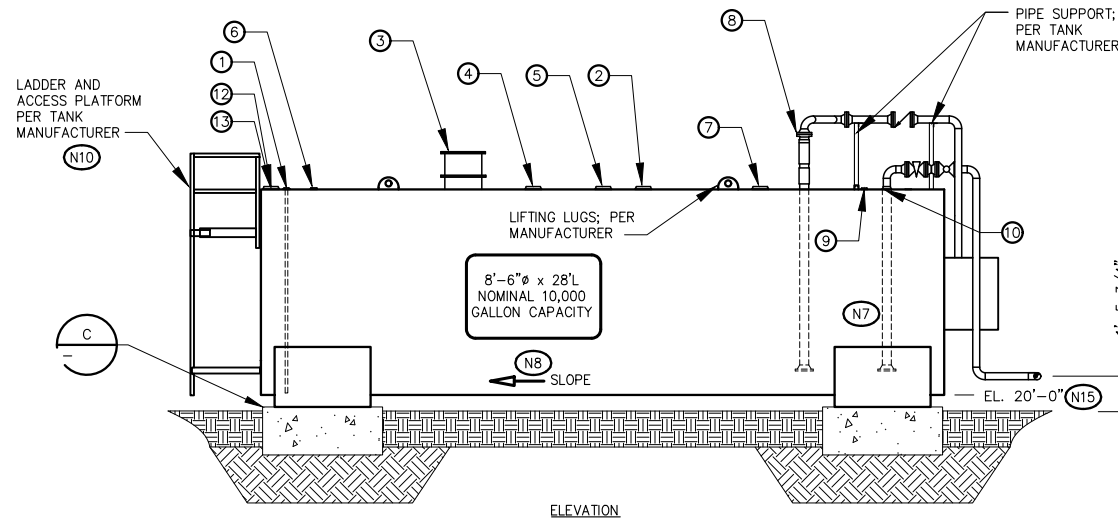
P-03	0
DWG NO.	REV.

300202
PROJECT NO.

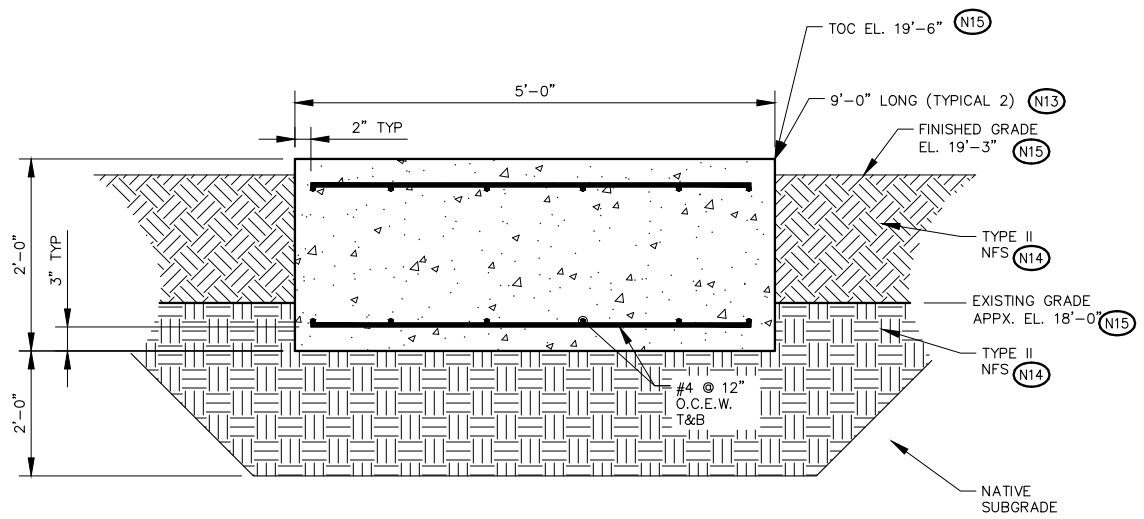
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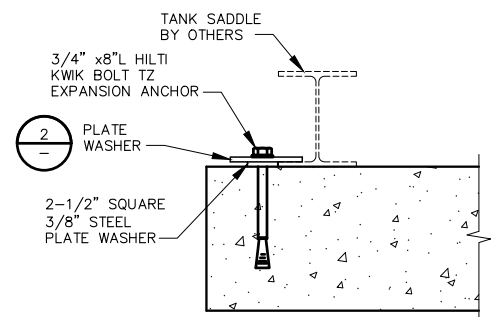
10,000 GALLON DIESEL TANK APPURTENANCE SCHEDULE				
ITEM	SIZE	PROJECTION	SERVICE	DESCRIPTION
1	2" COUPLING HALF, 3000#	-	WATER DRAW OFF	2" THREADED BALL VALVE WITH 2" CAMLOCK AND DUST CAP
2	PER UL142	PER UL142	EMERGENCY VENT	FLANGED EMERGENCY VENT - PROVIDED BY TANK MFRGR
3	18" MANWAY	PER UL142	-	MANWAY
4	4" COUPLING HALF, 3000#	-	LEVEL GAUGE MONITOR	MORRISON BROS. CLOCK GAUGE FIGURE 818.
5	PER UL142	PER UL142	NORMAL VENT	FLANGED EMERGENCY VENT - PROVIDED BY TANK MFRGR
6	3" COUPLING, NFPT	-	MANUAL GAUGE HATCH	HINGED GAUGE HATCH WITH STILLING WELL.
7	4" COUPLING HALF, 3000#	-	SPARE	SPARE NOZZLE
8	6" COUPLING HALF, 3000#	-	FILL INLET	OPW MODEL 61FSTOP OVERFILL PREVENTION VALVE
9	1" COUPLING HALF, 3000#	-	THERMAL RELIEF	-
10	4" COUPLING, 3000#	-	SERVICE	DROP TUBE WITH FOOT VALVE
11	-	-	-	NOT USED
12	PER UL142	-	EMERGENCY VENT	SECONDARY CONT. ANNULAR SPACE
13	2" COUPLING HALF, 3000#	-	LEAK DETECTION	KREUGER SENTRY K GAUGE.



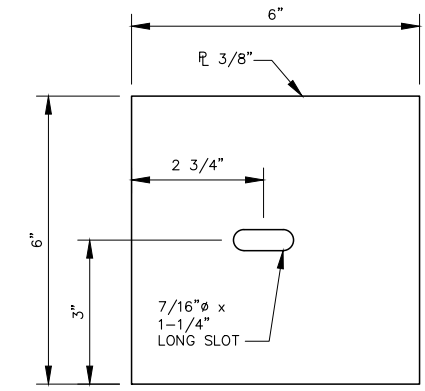
1 10,000 GALLON TANK T-101 PLAN
 SCALE: 1/4" = 1'-0" (FULL SIZE 22"x34")
 1/8" = 1'-0" (HALF SIZE 11"x17")



C TANK FOOTING DETAIL
 SCALE: 1" = 1'-0" (FULL SIZE 22"x34")
 1/2" = 1'-0" (HALF SIZE 11"x17")



D SKID ANCHOR SECTION
 SCALE: NONE



2 SKID ANCHOR PLATE DETAIL
 SCALE: 6" = 1'-0" (FULL SIZE 22"x34")
 3" = 1'-0" (HALF SIZE 11"x17")

NOTES:

- (N1) ALL NOZZLE, TANK NOZZLE ACCESS, SHELL, HEAD AND TANK SADDLES AND CONSTRUCTION DETAILS SHALL BE IN ACCORDANCE WITH UL2085 FOR A DOUBLE WALL STEEL TANK. PROVIDE LABELS IN ACCORDANCE WITH UL2085.
- (N2) TANK DIMENSIONS ARE APPROXIMATE, ACTUAL DIMENSIONS PER MANUFACTURER SUBMITTAL. CONTRACTOR SHALL SUBMIT ALL SHOP DRAWINGS AND EQUIPMENT FOR APPROVAL.
- (N3) TANK MANUFACTURER SHALL PROVIDE ADDITIONAL REINFORCEMENT, SKID SIZING AND LIFTING EYES FOR TRANSPORTING EMPTY TANK WITHOUT DAMAGE.
- (N4) COATING SYSTEM SHALL BE AS FOLLOWS OR APPROVED EQUAL:
 A. EXTERNAL: SURFACE PREP: SPCC - SP6 (COMMERCIAL BLAST)
 B. PRIME COAT: DEVOE BAR RUST 235, 4.0 - 6.0 mils DFT.
 C. INTERMEDIATE COAT: DEVOE BAR RUST 235, 4.0 - 6.0 mils DFT.
- (N5) 1" WATER DRAW PIPE TO WITHIN 1" OF TANK BOTTOM.
- (N6) TANK FILL PIPING SHALL EXTEND TO WITHIN 1'-0" OF TANK BOTTOM.
- (N7) PUMP SUCTION PIPE SHALL BE 3" ABOVE THE BOTTOM OF THE TANK OR PER MANUFACTURERS RECOMMENDATIONS.
- (N8) SLOPE TANK MINIMUM OF 1/8" PER FOOT TOWARDS WATER DRAW.
- (N9) PROVIDE PIPE SUPPORTS ATTACHED TO TANK SHELL AS REQUIRED PER DRAWINGS WITH WELDED LUGS. PER TANK MANUFACTURER.
- (N10) TANK ACCESS LADDER PER UL2085 AND OSHA REQUIREMENTS.
- (N11) TANK SADDLES SHALL REST ON CONCRETE FOOTERS AS DETAILED.
- (N12) PROVIDE ONE ANCHOR AT EACH CORNER OF TANK, 4 TOTAL REQUIRED.
- (N13) EACH STRIP FOOTER, PER EACH TANK SADDLE SUPPORT, TO BE 5'-0" WIDE BY 9'-0" IN LENGTH.
- (N14) SEE P-03 PIPING PLAN DRAWING FOR FILL INFORMATION.
- (N15) BOTTOM OF TANK TO BE ABOVE BASELINE ELEVATION OF 20'-0" MINIMUM PER NAVD88 SITE VERTICAL CONTROL. BACKFILL AND COMPACT EXISTING GRADE UNDERNEATH AND WITHIN TANK FENCED AREA PER PLANS.



03/15/2021
 DATE SIGNED

REV	DATE	ISSUED FOR CONSTRUCTION	REVISION DESCRIPTION	CHK
0	03/15/2021	JAG	DWN	RD



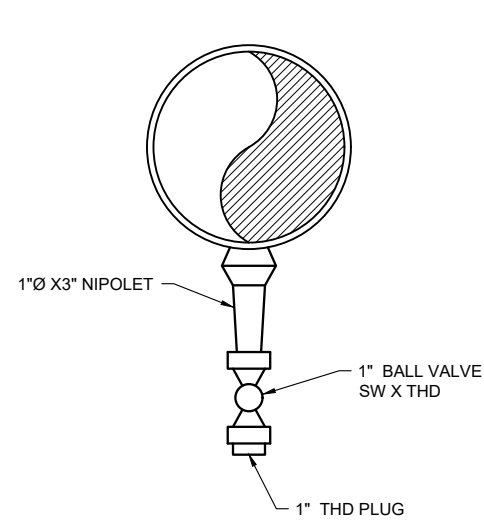
TANK PLAN AND DETAILS
 SITKA GPIIP FUEL TANK
 DELTA WESTERN PETROLEUM
 SITKA, ALASKA

DATE: 03/15/2021
 DRAWN: JAG
 CHECKED: RD
 DESIGNED: RD
 APPROVED:

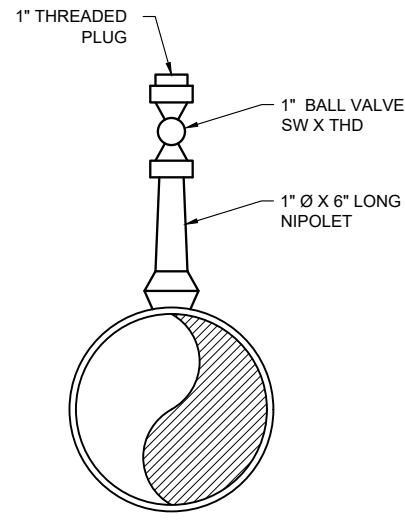
P-04 0
 DWG NO. REV.

300202
 PROJECT NO.

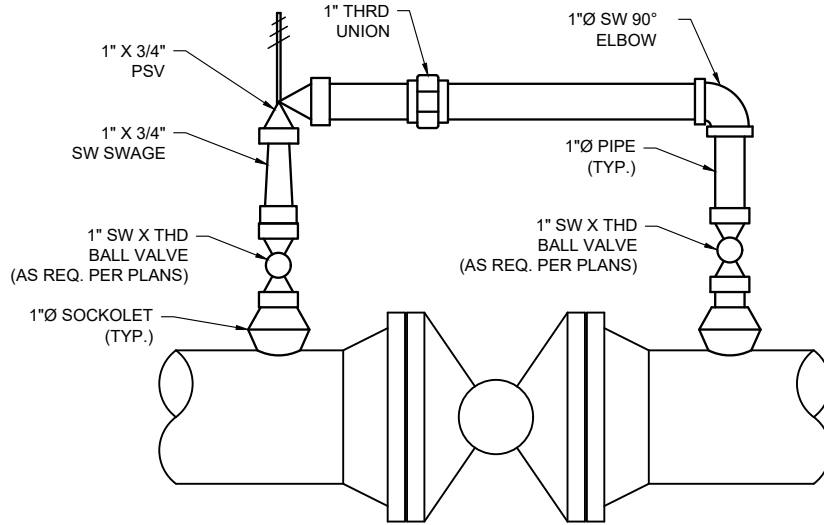
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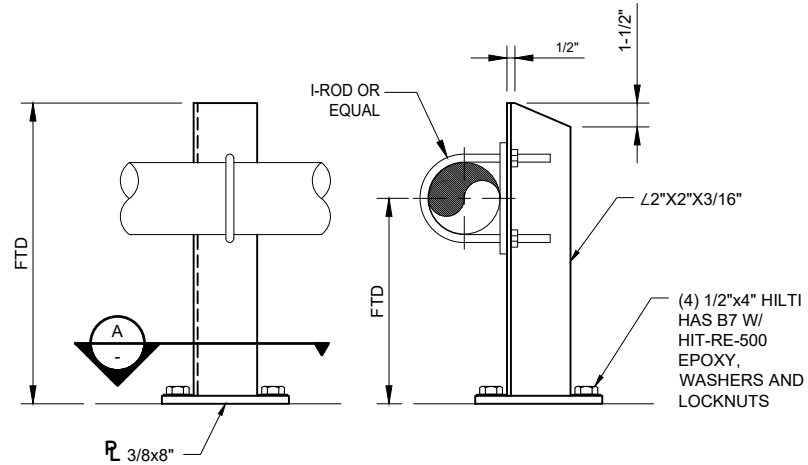
1 LOW POINT DRAIN DETAIL
SCALE: NONE



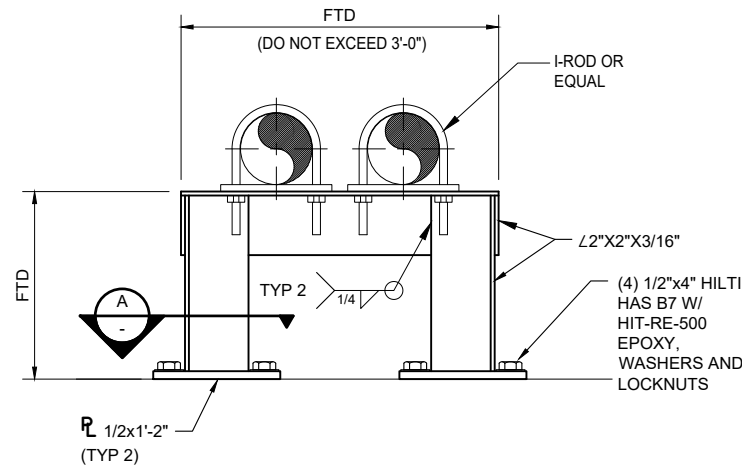
2 HIGH POINT VENT DETAIL
SCALE: NONE



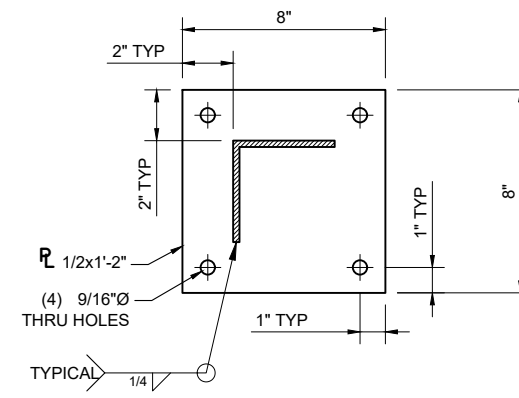
3 TYPICAL PSV PIPING DETAIL
SCALE: NONE



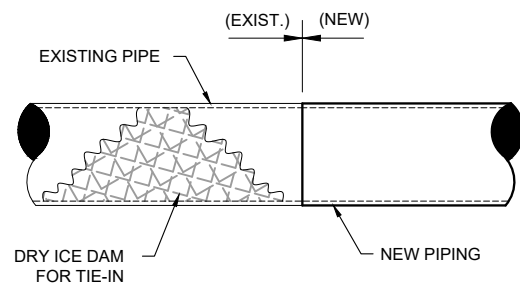
4 BASE PIPE SUPPORT DETAIL
SCALE: NONE



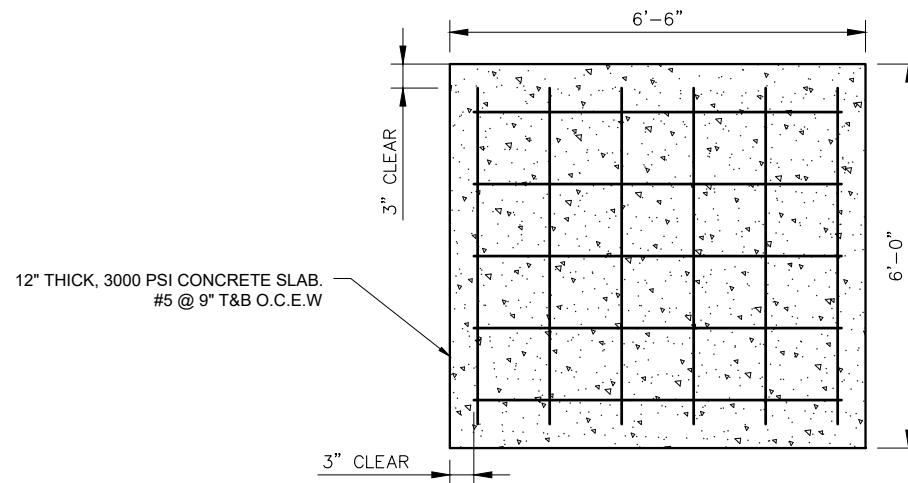
5 PIPE SUPPORT DETAIL
SCALE: NONE



A SECTION
SCALE: NONE



6 TIE-IN DETAIL
SCALE: NONE



7 PUMP AND FILTER EQUIPMENT PAD
SCALE: NONE

GENERAL NOTES:

1. ALL OTHER STEEL SHAPES AND PLATES SHALL BE ASTM A36.
2. ALL WELDING SHALL BE DONE IN ACCORDANCE WITH AWS D1.1. USING 70XX WELD MATERIAL.
3. ALL CONNECTIONS SHALL BE 3/16" WELD UNLESS NOTED OTHERWISE.
4. ALL BOLTED CONNECTIONS SHALL BE PERFORMED USING A325 BOLTS, A194 NUTS AND F436 WASHERS.



03/15/2021
DATE SIGNED

REV	DATE	REVISION DESCRIPTION	CHK	RD
0	03/15/2021	ISSUED FOR CONSTRUCTION	DWN	JAG



DETAILS
SITKA GPIP FUEL TANK
DELTA WESTERN PETROLEUM
SITKA, ALASKA

DATE: 03/15/2021
DRAWN: JAG
CHECKED: RD
DESIGNED: DK
APPROVED:

P-05 0
DWG NO. REV.

300202
PROJECT NO.

WARD COVE FUEL FACILITY
30,000 Gallon DF1 Tank Addition
& Loading Rack Integration



ROM CONSTRUCTION COST ESTIMATE
 KETCHIKAN, ALASKA

Revision: (A) 12/30/2020

Task	Sub	Task Description	Units	Qty	Unit Cost	Total
1	General Conditions					
	1.1	Rental Equipment, Crane Support, Trucking, Barge Freight (Juneau-Ketchikan)	LS	1	\$32,000	\$32,000
	1.2	Tank Disconnect (Juneau) & Tank Cleaning/De-Gas	LS	1	\$6,200	\$6,200
	1.3	Lodging, Travel, Meals	LS	1	\$12,750	\$12,750
	1.4		LS	1		\$0
	<i>Task 1 Subtotal</i>					\$50,950
2	Site and Civil Work Scope					
	2.1	Fill And Lift Tank Pad Area	LS	1	\$6,500	\$6,500
	2.2	Final Grade	LS	1	\$3,200	\$3,200
	2.3	Fencing & Gate Removal & Re-Install For Enlarged Access	LS	1	\$9,500	\$9,500
	2.4		LS	1		\$0
	<i>Task 2 Subtotal</i>					\$19,200
3	Concrete Work Scope					
	3.1	8" Concrete Tank Slab On Grade (20'x70')	LS	1	\$37,000	\$37,000
	3.2		LS	1		\$0
	<i>Task 3 Subtotal</i>					\$37,000
4	Fuel Tank And Pipeline					
	4.1	Tank Repairs, Compliance Updates, Floating Suction & Coatings	LS	1	\$21,200	\$21,200
	4.2	Overfill Prevention & High Level Alarm	LS	1	\$5,600	\$5,600
	4.4	Crane & Barge Support For 30K Tank Placement	LS	1	\$18,200	\$18,200
			LS	1		\$0
			LS	1		\$0
	<i>Task 4 Subtotal</i>					\$45,000
5	Mechanical Equipment					
	5.1	10 HP Blackmer Ground Pump	EA	5	\$12,200	\$12,200
	5.2	PRV System	EA	1	\$2,400	\$2,400
	5.3	Misc. Mechanical Equipment	LS	1	\$1,800	\$1,800
	<i>Task 5 Subtotal</i>					\$16,400
6	Mechanical Pipes, Valves, and Fittings					
	6.1	4" Pipe Installed	LS	1	\$9,500	\$9,500
	6.1	3" Pipe Installed	LS	1	\$3,000	\$3,000
	6.2	Valves & Misc. Fittings	LS	1	\$1,850	\$1,850
	6.3	Pipe Supports	LS	1	\$4,250	\$4,250
	<i>Task 6 Subtotal</i>					\$18,600
7	Electrical and Controls					
	7.1	Fill Pump Starter & Integration	LS	1	\$14,800	\$14,800
	7.8	Lighting	LS	1	\$3,500	\$3,500
	<i>Task 7 Subtotal</i>					\$18,300
					Construction Cost Subtotal Tasks 1-8	\$205,450
					Contingency 15%	\$30,818
					Construction Total w/ Contingency:	\$236,268

HAINES HARBOR DIESEL TANK REPLACEMENT

PROJECT NO.19308JM

CONSTRUCTION DOCUMENTS

03/02/2020



FOR:

HAINES BOROUGH

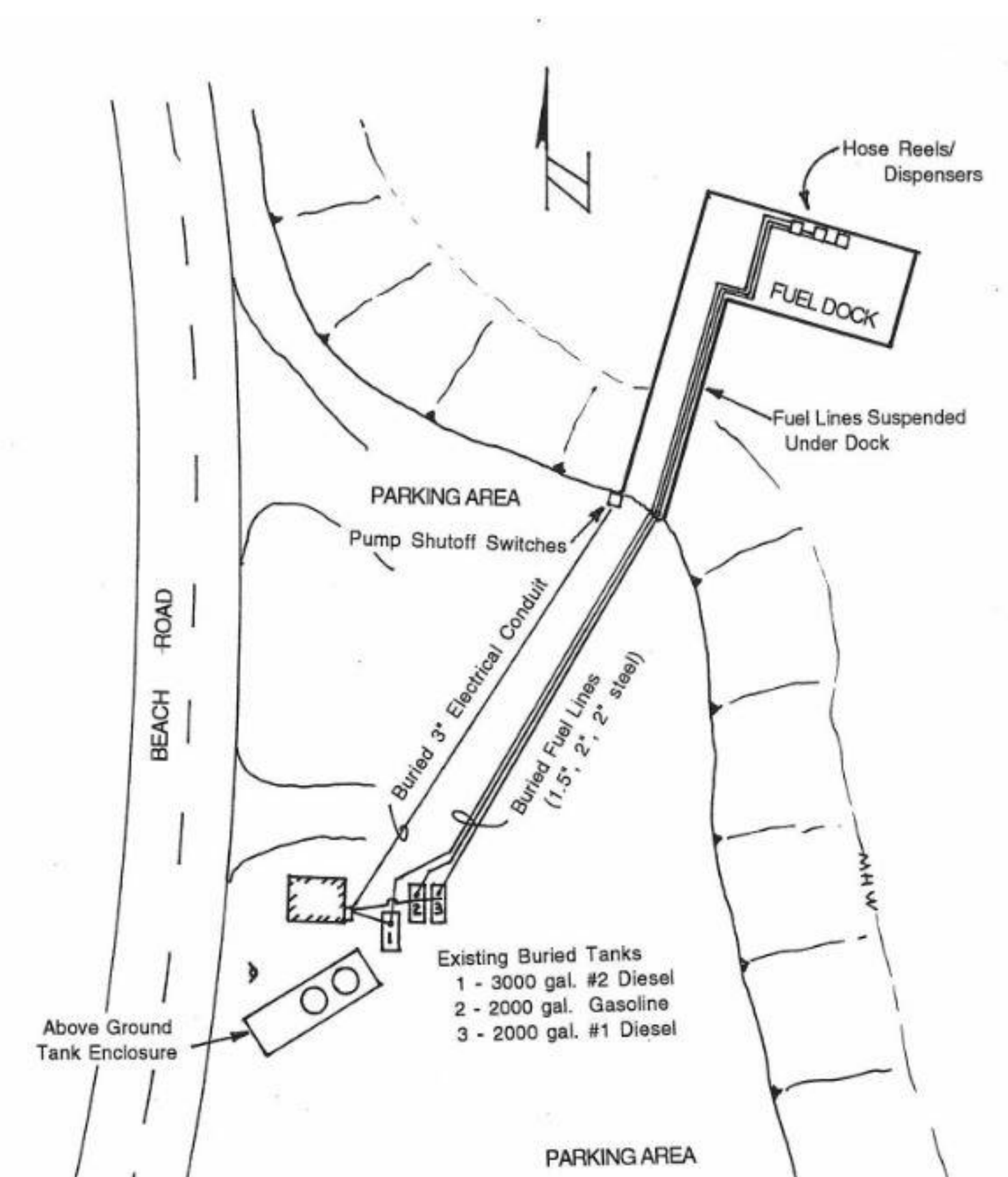
HAINES, ALASKA

PREPARED BY:



PLAN • DESIGN • CONSTRUCT
9109 Mendenhall Mall Rd, Ste 4, Juneau, AK 99801
907.780.6060 | AECC605

DRAWING SHEET LIST	
SHEET NUMBER	SHEET NAME
G-001	COVER SHEET
M-001	LEGENDS AND ABBREVIATIONS
M-002	SPECIFICATIONS
MD401	MECHANICAL LARGE SCALE PLAN - DEMO
M-401	MECHANICAL LARGE SCALE PLAN
M-501	MECHANICAL DETAILS AND DIAGRAMS
E-001	ELECTRICAL DEMOLITION AND PLAN



GENERAL

DETAIL SYMBOL		DETAIL IDENTIFICATION
		DRAWING ON WHICH DETAIL IS SHOWN
SECTION SYMBOL		SECTION IDENTIFICATION
		DRAWING ON WHICH SECTION IS SHOWN
MATCHLINE VIEW REFERENCE		DETAIL IDENTIFICATION
		DRAWING ON WHICH CONTINUATION OF VIEW IS SHOWN
ROOM NAME AND NUMBER DESIGNATION		ROOM NAME
SHEET KEYNOTE		
GENERAL SHEET NOTE	3.	
POINT OF CONNECTION		
NORTH ARROW		

CONSTRUCTION PHASE LIFESTYLE

TO BE DEMOLISHED OR RELOCATED	
EXISTING TO REMAIN	
NEW	

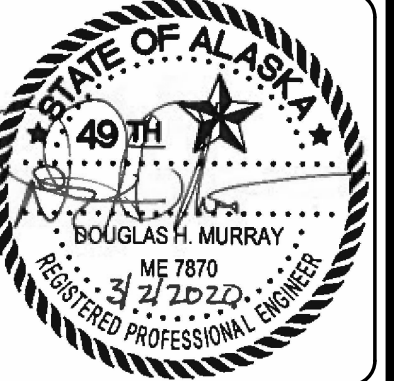
PIPE FITTINGS & VALVES

ELBOW, TURNED DOWN	
ELBOW, TURNED UP	
TEE, OUTLET DOWN	
TEE, OUTLET UP	
FLOW DIRECTION	
CONCENTRIC REDUCER	
ISOLATION VALVE	
BALL VALVE	
PRESSURE REDUCING VALVE	
CHECK VALVE	
STRAINER	
STRAINER W/ BLOWDOWN	
PRESSURE TEMPERATURE TAP ("PETE'S PLUG")	
AUTOMATIC FLOW CONTROL VALVE	
BALANCE VALVE	
MOTORIZED 2-WAY CONTROL VALVE	
MOTORIZED 3-WAY CONTROL VALVE	
RELIEF OR SAFETY VALVE	
DRAIN ISOLATION VALVE AND HOSE ADAPTOR	
DRAIN ISOLATION VALVE AND CAP	
UNION	
FLANGE CONNECTION	
PIPE ANCHOR	
PIPE GUIDE	
METER	
TRIPLE-DUTY VALVE	
DOUBLE CHECK VALVE BACKFLOW PREVENTER	
REDUCED PRESSURE PRINCIPLE BACKFLOW PREVENTER	
2-WAY TEMPERING VALVE	
3-WAY TEMPERING VALVE	
THERMOMETER	
PRESSURE GAUGE W/ ISOLATION VALVE	
PUMP - CIRC	
PUMP - INLINE	

ABBREVIATIONS

ACFM	ACTUAL CUBIC FEET PER MINUTE	MAX	MAXIMUM
AFF	ABOVE FINISHED FLOOR	MBH	THOUSAND BTU's PER HOUR
AGT	AVERAGE GLYCOL TEMPERATURE	MIN	MINIMUM
AHAP	AS HIGH AS POSSIBLE	MISC	MISCELLANEOUS
AHU	AIR HANDLING UNIT	NC	NORMALLY CLOSED
APPROX	APPROXIMATE	NEC	NATIONAL ELECTRIC CODE
AS	AIR SEPARATOR	NFPA	NATIONAL FIRE PROTECTION ASSOCIATION
AV	ACID VENT	NO	NORMALLY OPEN
AVTR	ACID VENT THROUGH ROOF	NO.	NUMBER
AW	ACID WASTE	NPCW	NON POTABLE COLD WATER
BTU	BRITISH THERMAL UNIT	O2	OXYGEN
CA	COMPRESSED AIR	OA	OUTSIDE AIR
CFM	CUBIC FEET PER MINUTE	OC	ON CENTER
CIRC	CIRCULATION	ORD	OVERFLOW ROOF DRAIN
CH	CHILLER	ORL	OVERFLOW RAIN LEADER
CLNG	CEILING	OSA	OUTSIDE AIR SUPPLY
CO	CARBON MONOXIDE	OSHA	OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION
CO2	CARBON DIOXIDE	P	PUMP
CONT	CONTINUATION, CONTINUED	PCR	PUMPED CONDENSATE RETURN
CP	CIRCULATING PUMP	PD	PRESSURE DROP
CR	CONDENSATE RETURN	PDI	PLUMBING & DRAINAGE INSTITUTE
CU	COPPER	PG	PROPYLENE GLYCOL
CW	COLD WATER	PH	PHASE
CWR	CHILLED WATER RETURN	PHC	PRE HEAT COIL
CWS	CHILLED WATER SUPPLY	POC	POINT OF CONNECTION
(D)	DEMOLISH	PSIG	POUNDS PER SQUARE INCH GAUGE
DDC	DIRECT DIGITAL CONTROLS	PSI	POUNDS PER SQUARE INCH
DEC	DEPARTMENT OF ENVIRONMENTAL CONSERVATION	PW	PUMPE WASTE
DIA	DIAMETER	RA	RETURN AIR
DHWC	DOMESTIC HOT WATER CIRC	RCP	RADIANT CEILING PANEL
DFS	DIESEL FUEL SUPPLY	RD	ROOF DRAIN
DN	DOWN	RECIRC	RECIRCULATION
DWR	DEMINERALIZED WATER RETURN	RFL	REFRIGERANT LIQUID
DWS	DEMINERALIZED WATER SUPPLY	RFM	RADIANT FLOOR MANIFOLD
DX	DIRECT EXPANSION	RFS	REFRIGERANT SUCTION
(E)	EXISTING	RHC	REHEAT HEATING COIL
EA	EXHAUST AIR	RL	RAINLEADER
EBB	ELECTRIC BASEBOARD	RPBP	REDUCED PRESSURE ZONE BACKFLOW PREVENTER
EF	EXHAUST FAN	RTU	ROOF TOP UNIT
EGT	ENTERING GLYCOL TEMPERATURE	RV	REFRIGERANT VAPOR
ENT	ENTERING	RWL	RAIN WATER LEADER
ET	EXPANSION TANK	RZ	RADIANT ZONE
EH	ELECTRIC UNIT HEATER	SA	SUPPLY AIR
EWT	ENTERING WATER TEMPERATURE	SCH	SCHEDULE
FCO	FLOOR CLEANOUT	SQFT	SQUARE FEET
FCU	FAN COIL UNIT	SF	SUPPLY FAN
FD	FIRE DAMPER	SH	STEAM HUMIDIFIER
FD	FLOOR DRAIN	SP	SUMP PUMP
FM	FORCED MAIN	SS	STAINLESS STEEL
FO	FUEL OIL	TA	TRANSFER AIR
FT	FEET	TEMP	TEMPERATURE
FT	FINNED TUBE	TDH	TOTAL DEVELOPED HEAD
FSD	FIRE SMOKE DAMPER	TP	TRAP PRIMER
GAL	GALLONS	TYP	TYPICAL
GALV	GALVANIZED	UL	UNDERWRITER'S LABORATORY
GCR	GLYCOL COOLING RETURN	UN	UNLESS OTHERWISE NOTED
GCS	GLYCOL COOLING SUPPLY	UON	UNLESS OTHERWISE NOTED
GHR	GLYCOL HEATING RETURN	VAV	VARIABLE AIR VOLUME
GHS	GLYCOL HEATING SUPPLY	UH	UNIT HEATER
GI	GREASE INTERCEPTOR	VTR	VENT THROUGH ROOF
GMT	GLYCOL MAKE-UP TANK	VR	VENT RISER
GPM	GALLONS PER MINUTE	W	WASTE
HB	HOSE BIBB	W	WITH
HC	HEATING COIL	W.C.	WATER COLUMN
HP	HORSE POWER	WCO	WALL CLEANOUT
HRV	HEAT RECOVERY VENTILATOR	WH	WATER HEATER
HW	HOT WATER	WHA	WATER HAMMER ARRESTOR
HWC	HOT WATER CIRCULATION	WPD	WATER PRESSURE DROP
HWR	HEATING WATER RETURN	WRT	WITH RESPECT TO
HWS	HEATING WATER SUPPLY		
HX	HEAT EXCHANGER		
HZ	HERTZ		
ID	INSIDE DIAMETER		
IN	INCHES		
LAV	LAVATORY		
LF	LINEAL FEET		
LGT	LEAVING GLYCOL TEMP		
LHWR	LOW TEMP HEATING WATER RETURN		
LHWS	LOW TEMP HEATING WATER SUPPLY		
LYG	LEAVING		
LW	LAB WASTE		
LWH	LAB WATER HEATER		
LWT	LEAVING WATER TEMPERATURE		

CONSULTANT :



PDC ENGINEERS

PLAN • DESIGN • CONSTRUCT

907 Capitol Avenue, Juneau, Alaska 99801
907.780.6151 | AECC605

PROJECT :

HAINES HARBOR DIESEL TANK REPLACEMENT

HAINES, ALASKA

SHEET TITLE :

LEGENDS AND ABBREVIATIONS CONSTRUCTION DOCUMENTS

DESIGN	MGD
DRAWN	CSB
CHECKED	DM
DATE	03/02/2020

PROJECT No.
19308JM

SHEET NUMBER

M-001

No.	Date	Item
REVISIONS		

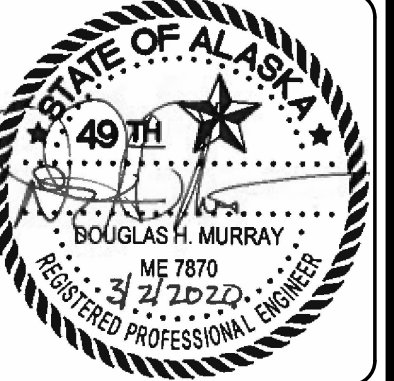
MECHANICAL SPECIFICATIONS

- 1. EXISTING TANK T-2 FINISHING: THE EXTERIOR TANK SURFACE SHALL BE REFINISHED WITH WHITE EPOXY AND URETHANE COATINGS SIMILAR TO NEW TANK COATINGS AFTER SAND BLASTING RUSTY, DAMAGED PAINT, OR BARE METAL SURFACES TO A WHITE METAL SURFACE. TANK RE-COATING FOR EXISTING TANKS TO BE FINISHED TO SSPC-SP2 (ISO-S12) STANDARDS WITH DEVOE "BAR-RUST 236" TWO-COMPONENT CHEMICALLY CURED SEMIGLOSS MULTI-PURPOSE EPOXY COATING. DEVOE CATALOG # 236BXXX/236C0910 OR APPROVED EQUAL. COATING SHALL BE APPLIED TO A 4.0 TO 8.0 MIL (100 TO 200 MICRONS) DRY THICKNESS. TANK SURFACE SHALL BE CLEAN AND DRY, FREE OF ALL LOOSE PAINT, DIRT, GREASE, OIL, CURING COMPOUNDS, ETC. SCUFF-SAND GLOSSY AND AGED EPOXY COATINGS. CLEAN WITH DEVPREP 88 CLEANER OR OTHER SUITABLE CLEANER. SAND-BLAST RUSTED AND BARE METAL TO NEAR-WHITE METAL SURFACE USING ABRASIVE BLASTING FOR A PROFILE OF 1.5 TO 2.5 MILS (38-63 MICRONS) IN DEPTH AND BE SHARP, JAGGED NATURE PRIOR TO APPLICATION OF EPOXY COATING.
- 2. TANK LABELING: NEW AND EXISTING TANKS SHALL HAVE ALL NFPA WARNING AND IDENTIFICATION LABELS STENCILED TO THE TANK EXTERIORS. THE END OF THE TANK SHALL BE STENCILED WITH THE TANK VOLUME, MANUFACTURER, CONTENTS, AND TANK WALL THICKNESS IN 2" HIGH BLACK BLOCK LETTERING. THE SIDES OF THE TANKS SHALL HAVE "NO SMOKING", "FLAMMABLE", AND "NO OPEN FLAMES WITHIN 50 FEET" IN 4" TALL RED LETTERING. AN NFPA-704 COMPLIANT, DIAMOND SHAPED PRODUCT WARNING PLACARD SHALL ALSO BE AFFIXED TO THE TANK EXTERIOR IDENTIFYING THE HAZARD CLASSIFICATION.
- 3. ACCESS CATWALK AND LADDERS: TO BE PROVIDED BY OTHERS.
- 4. CLOCK LEVEL GAUGE: 2 INCH THREADED TANK CONNECTION, STAINLESS STEEL FLOAT AND CABLE, ANTI-FOG DESIGN, VAPOR TIGHT UP TO 5 PSI, 360 DEGREE SWIVEL BASE, RED HIGH-LEVEL RED ZONE INDICATOR, BASIS OF DESIGN IS MORRISON BROTHERS 818C SERIES WITH CLOCK FACE SELECTED FOR ACTUAL TANK DIMENSIONS.
- 5. OVERFILL PREVENTION VALVE: UL LISTED, 150 PSI PRESSURE RATED, SINGLE-ACTION SHUTOFF VALVE THREADED INTO THE TANK FILL OPENING, VALVE AUTOMATICALLY CLOSES AT A PRE-DETERMINED LEVEL WITH THE FLOW OF THE PRODUCT WITH INTEGRAL FILL TUBE WEEP HOLE/VACUUM BREAKER TO ALLOW EXCESS FUEL BETWEEN THE SHUT-OFF VALVE AND THE DELIVERY TUBE TO DRAIN INTO THE TANK. 3-INCH FULL-FLOW DESIGN WITH THREADED HARD-PIPE CONNECTION FOR REMOTE DELIVERY TRUCK CONNECTION. CAST ALUMINUM VALVE BODY, ADAPTOR AND COLLAR, HARD-COATED CAST ALUMINUM POPPET, STAINLESS STEEL CAM, BRASS FOLLOWER, ZINC-PLATED SHAFT, SINTERED BRONZE BEARING, CLOSED-CELL NITRILE FLOAT BASIS OF DESIGN IS OPW "THE STOPPER" MODEL 61FSTOP-3050 WITH CYLINDER FLOAT AND 6-INCH INSIDE NPT INTERNAL THREADS.
- 6. HIGH-LEVEL ALARM SYSTEM: THE HIGH-LEVEL ALARM SYSTEM CONSIST OF LEVEL FLOAT SWITCHES, CONTROL WIRING, AND A REMOTE MONITORING PANEL. THE PANEL SHALL BE CAPABLE OF OPERATION IN -40 DEG. F. TO 160 DEG. F. TEMPERATURES, 95% NON-CONDENSING HUMIDITY, 120V AC, 60 HZ, 10 W MAX AND SHALL INCLUDE AN AUDIBLE AND VISUAL MULTI-POINT ALARM SYSTEM INDICATING HIGH LEVEL AND LOW LEVEL ALARM CONDITIONS IN BOTH THE EXISTING GASOLINE TANK AND THE NEW DIESEL TANK. THE CONTROL PANEL SHALL BE A TWO ALARM MONITORING CONFIGURATION WITH SUPER-BRIGHT LED INDICATORS AND 103 DECIBEL AUDIBLE ALARM WITH LOUVERED VOLUME CONTROL, GREEN LED POWER INDICATOR, NEMA 4X (IP56) ENCLOSURE, TEST AND RESET BUTTONS, PROGRAMMED TO ALARM ON HIGH-LEVEL AND ALARM ON LOW-LEVEL SENSOR INPUTS. BASIS OF DESIGN IS PNEUMERCATOR LC-1000-A SERIES, MODEL #LS600F4. SENSOR FLOATS ARE TO BE UL APPROVED, INTRINSICALLY SAFE, PNEUMERCATOR LS600 SERIES, MAGNETICALLY OPERATED REED SWITCH USING A MAGNET WITHIN EACH FLOAT TO ACTIVATE A HERMETICALLY SEALED DRY-REED SWITCH. EACH SENSOR SHALL HAVE 2 FLOATS SET TO ALARM ON HIGH FLUID LEVEL AND LOW FLUID LEVEL.
- 7. FUEL PIPING: ASTM A106B SEAMLESS CARBON STEEL PIPE WITH PLAIN BEVEL ENDS, SCHEDULE 80.
- 8. FLANGES: ASTM A105 DOMESTIC FORGED STEEL, ASME B16.5 150# RAISED FACE, WELD NECK FLANGES WITH EXTRA HEAVY BORE ON SCHEDULE 80 PIPE, FLANGE NUTS AND BOLTS SHALL BE A320 GRADE L7, PLATED, CASE HARDENED, CORROSION RESISTANT.
- 9. FLANGE GASKETS: 1/8" THICK SPIRAL WOUND, STAINLESS STEEL, FILLED FUEL RESISTANT GASKETS RATED FOR -50 DEG. F. SERVICE WITH A CARBON STEEL CENTERING RING. LAMONS SPIRAL STEEL STYLE, WR FEXITALLIC OR EQUAL.
- 10. FITTINGS: ALL PIPE AND FITTINGS SHALL BE WELDED EXCEPT WHERE THREADED FITTINGS OR FLANGES ARE REQUIRED FOR CONNECTIONS TO EQUIPMENT OR SPECIALTY ITEM SUCH AS PRESSURE RELIEF VALVES. ELBOWS SHALL BE LONG RADIUS.
- 11. PROVIDE ASTM 105 SOCKET WELD FITTINGS, CLASS 3000 MINIMUM FOR ALL PIPING SMALLER THAN 2" DIAMETER.
- 12. THREADED FITTINGS SHALL BE ASTM A 105 FORGED STEEL FITTINGS, CLASS 3000 MINIMUM.
- 13. JOINT ASSEMBLY: PRIOR TO ASSEMBLY OF THREADED JOINTS, THOROUGHLY COAT MALE END WITH PIPE JOINT COMPOUND INTENDED FOR USE WITH FUEL SERVICE SUCH AS HERCULES GRIP.
- 14. FLANGED JOINTS: PRIOR TO ASSEMBLY OF FLANGED JOINTSS, COAT METALLIC GASKETS WITH ANT-SIEZE COMPOUND.
- 15. PIPE WELDING: PERFORM ALL PIPE WELDING IN ACCORDANCE WITH ASME SECTION IX AND API 1104 FOR WELDING PROCEDURE AND PERFORMANCE APPLICATION. VISUALLY INSPECT ALL WELD JOINTS IN ACCORDANCE WITH API 1104.
- 16. ISOLATION BALL VALVES: FULL PORT 150# FLANGED STAINLESS STEEL BALL VALVES WITH ANSI B16.5 FLANGES, ANSI B16.10 FACING, ISO 5211 MOUNTING PAD, TFM SEALS, SOLID BALL, BLOW-OUT PROOF STEM, STAINLESS STEEL HANDLE WITH PVC SLEEVE, PTFE BODY SEAL, THRUST WASHER, AND PACKING, ANT-STATIC DESIGN, SILICONE-FREE, ADJUSTABLE PACKING. BASIS OF DESIGN IS FNW 660A.

MECHANICAL SPECIFICATIONS

- 17. PRESSURE RELIEF VALVES: ASME SECT. VIII, DIV. 1, SOFT SEAT, HIGH FLOW RATE, PRESSURE RELIEF VALVE WITH FULLY GUIDED DISC, MECHANICAL STOP, FULLY GUIDED SPRING, THREADED INLET AND OUTLET, BASIS OF DESIGN IS MERCER VALVE #9100-C WITH 3/4" INLET AND OUTLET, SET TO 25 PSI RELIEF PRESSURE.
- 18. FIRE-SAFE SHUT-OFF VALVE: FIRE SAFE EMERGENCY IN-LINE SHUT-OFF VALVE WITH FUSIBLE LINK ATTACHED TO A SPRING-OPERATED LEVER HOLDING THE VALVE POPPET NORMALLY OPEN AND THE FUSIBLE LINK SHALL BE DESIGNED TO MELT AT 160 DEG. F. ALLOWING THE SPRING-ACTUATED POPPET TO SHUT OFF THE FLOW OF FUEL. THE VALVE IS TO BE FULL-BORE INSIDE DIAMETER, DUCTILE IRON CONSTRUCTION WITH MAIN POPPET SEAL HELD OUT OF THE MAIN FLOW STREAM, COMPENSATOR RING ON MAIN POPPET CARRIER TO ENSURE A POSITIVE SEAL, VITON MAIN DISC AND STEM SEAT, 125 PSI WORKING PRESSURE RATED, 200 PSI NON-SHOCK PRESSURE RATED, 225 DEG. F. MAX TEMPERATURE. BASIS OF DESIGN IS 3" MORRISON BROTHERS MODEL #346 DI OR APPROVED EQUAL.
- 19. ALL TANKS, PIPES, FITTINGS, VALVE BODIES, AND CATWALK COMPONENTS SHALL BE PAINTED WHITE EXCEPT STAINLESS STEEL COMPONENTS SHALL BE LEFT UNPAINTED.
- 20. AFTER FABRICATION IS COMPLETE, SAND BLAST OR WIRE BRUSH TO CLEAN BARE METAL SURFACE (WHITE METAL) AND PREPARE PER SSPC-SP-6 NACE.
- 21. PRIMER: PRIME PIPE AND FITTINGS WITH 3 MILS REINFORCED ORGANIC ZINC PRIMER, AMERICOAT 302H OR APPROVED EQUAL.
- 22. INTERMEDIATE COAT: 4 TO 8 MILS OF MULTIPURPOSE EPOXY COATING, AMERICOAT 235 OR APPROVED EQUAL.
- 23. TOP COAT: 2 TO 5 MILS POLYURETHANE, AMERICOAT 450H OR APPROVED EQUAL.
- 24. ALL NEW TANKS, CATWALKS, PIPING, POWER AND CONTROL WIRING, LABELING, AND APPURTENANCES SHALL BE INSTALLED MEETING ALL NFPA 30, NFPA 704, NEC, DEC, OSHA, STATE, AND LOCAL CODE REQUIREMENTS.
- 25. ALL CONCRETE DRILLING FOR BOLTS AND ANCHORING HARDWARE FOR SEISMIC BRACING, SUPPORTS AND ANCHORING, SHALL BE RESTRICTED TO THE 6" CONCRETE HOUSEKEEPING PADS AND THE CONTAINMENT BASIN WALLS MIN. 15" ABOVE THE CONTAINMENT BASIN FLOOR TO ENSURE THE MINIMUM REQUIRED CONTAINMENT BASIN CAPACITY INTEGRITY AGAINST LEAKAGE.
- 26. THE EMERGENCY VENT ASSEMBLY SHALL BE A MORRISON BROTHERS MODEL 245F—0800 AV FLANGED EMERGENCY VENT ASSEMBLY WITH GASKETED FLANGE AND MOUNTING HARDWARE, RATED FOR 527,441 SCFH VENTING CAPACITY, OPENING AT 8 OZ./SQ. INCH PRESSURE.
- 27. THE PRESSURE/VACUUM RELIEF VENT ASSEMBLY SHALL BE A 3" MORRISON BROTHERS MODEL 748A-3100AV OPENING WITH 2 OZ./SQ. INCH PRESSURE AND 1 OZ./SQ. INCH VACUUM.
- 28. PROVIDE A FUELING SUPPLY DROP TUBE ATTACHED TO THE THREADED OUTLET OF THE OVERFILL PREVENTION VALVE TO MINIMIZE AERATION OF THE FUEL DURING FUELING OPERATION. THE DROP TUBE SHALL BE CARBON STEEL AND EXTEND FROM THE BOTTOM OF THE OVER-FILL PREVENTION VALVE TO 6 INCHES FROM THE TANK BOTTOM AND TERMINATE WITH A 45 DEG. BEVELED END. THE DROP TUBE MAY BE AN OPW MODEL #61FT-0312 EXTRUDED ALUMINUM CONNECTING TO THE BOTTOM OF THE OVERFILL PREVENTION VALVE WITH A CLEVIS AND COTTER PIN ASSEMBLY.

CONSULTANT :



PDC ENGINEERS

PLAN • DESIGN • CONSTRUCT

907 Capitol Avenue, Juneau, Alaska 99801
907.780.6151 | AEC605

PROJECT :
HAINES HARBOR DIESEL TANK REPLACEMENT

HAINES, ALASKA

SHEET TITLE :
SPECIFICATIONS CONSTRUCTION DOCUMENTS

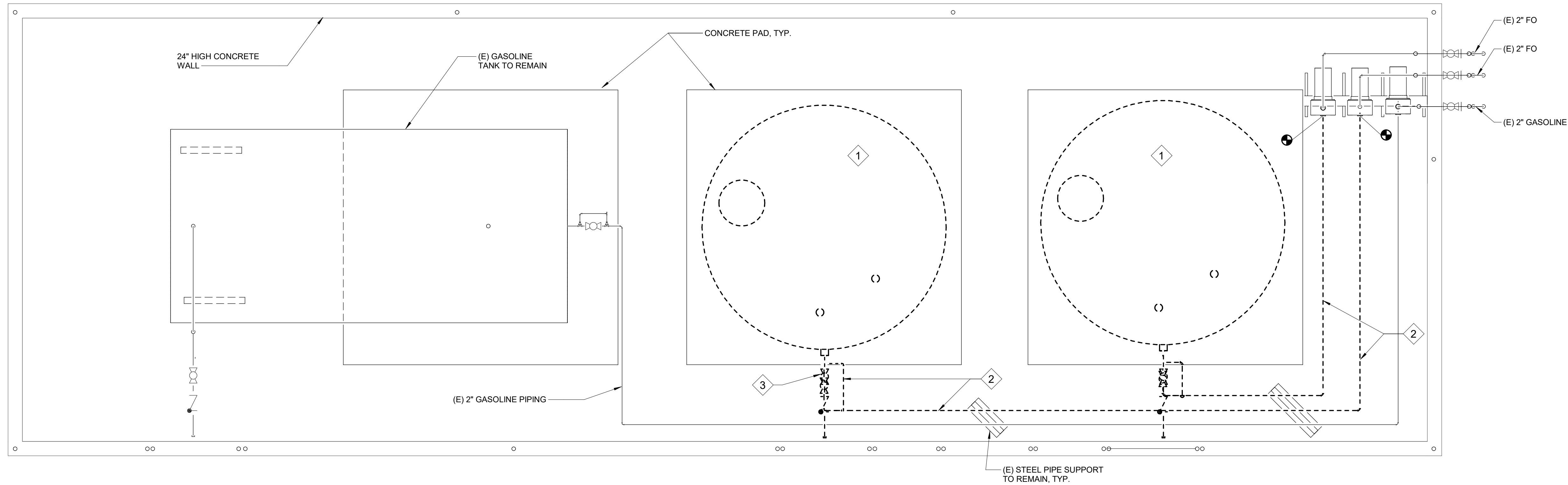
DESIGN	MGD
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DATE	03/02/2020

PROJECT No.
19308JM
SHEET NUMBER

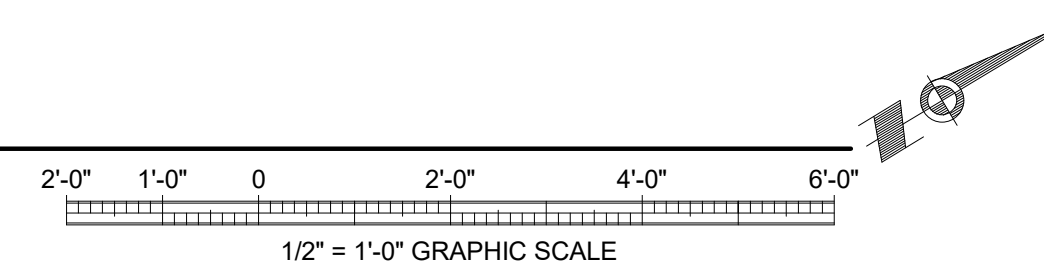
M-002

No.	Date	SCOPE OF WORK CHANGES	Item
2	01/21/2021	SCOPE OF WORK CHANGES	

REVISIONS



1 LARGE SCALE CONTAINMENT AREA AND TANKS - DEMO
 MD401 SCALE: 1/2" = 1'-0"



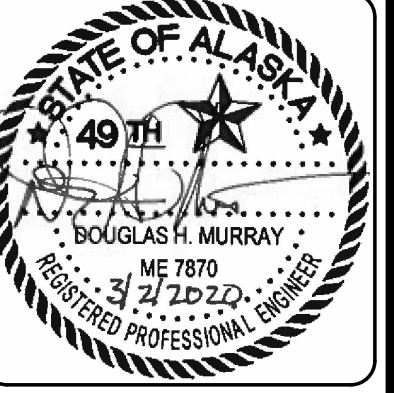
SHEET NOTES

1. THE EXISTING HORIZONTAL GASOLINE STORAGE TANK AND ASSOCIATED PIPING AND APPURTENANCES ARE TO REMAIN. THE GASOLINE TANK AND DELIVERY SYSTEM IS TO REMAIN IN SERVICE DURING THIS PROJECT EXCEPT FOR BRIEF PERIODS REQUIRED TO ACCOMMODATE PLANNED MODIFICATIONS. ALL GASOLINE SYSTEM OUTAGES ARE TO BE CAREFULLY COORDINATED MINIMUM 5 DAYS IN ADVANCE WITH THE HARBOR MASTER.
2. ALL FUEL DISTRIBUTION PUMPS AND ASSOCIATED CONTROLS AND DOWNSTREAM PIPING AND VALVES TO REMAIN AS-IS FOR REUSE.
3. CONTRACTOR AND SUBS SHALL VERIFY ALL EXISTING CONDITIONS, DIMENSIONS, AND REQUIREMENTS IN THE FIELD.

SHEET KEYNOTES

- 1 REMOVE AND PROPERLY DISPOSE OF ALL RESIDUAL DIESEL FUEL. CLEAN AND DEMOLISH TWO EXISTING 17 FT. TALL, 95" DIAMETER 5,523 GALLON VERTICAL DIESEL FUEL TANKS AND ASSOCIATED APPURTENANCES INCLUDING FILL AND DISTRIBUTION PIPING AND VALVES, HIGH LEVEL ALARM CABLING AND CONDUIT, LADDERS AND CATWALKS. PROPERLY CLEAN TANKS AND DISPOSE OF TANKS AND MATERIALS PER EPA AND OSHA REQUIREMENTS. OWNER SHALL HAVE THE RIGHT OF FIRST REFUSAL FOR VALVES, LEVEL GAUGES, AND LEVEL SENSING EQUIPMENT. THE CENTER TANK HAS BEEN EMPTIED OF FUEL BUT REQUIRES COMPLETE CLEANING.
- 2 DEMOLISH (E) 2" DIESEL FUEL PIPING BETWEEN THE VERTICAL TANKS AND THE FLANGED PUMP ILLNET CONNECTIONS. EXISTING PUMPS AND ALL APPURTENANCES TO REMAIN FOR REUSE.
- 3 SALVAGE EXISTING 2" STAINLESS STEEL BALL VALVE FOR REUSE ON NEW TANK DISTRIBUTION PIPING MANIFOLD.

CONSULTANT :



PROJECT :
HAINES HARBOR DIESEL TANK REPLACEMENT
 HAINES, ALASKA

SHEET TITLE :
MECHANICAL LARGE SCALE PLAN - DEMO CONSTRUCTION DOCUMENTS

DESIGN	MGD
DRAWN	CSB
CHECKED	DM
DATE	03/02/2020

PROJECT No.
19308JM
 SHEET NUMBER

MD401

No.	Date	Item
REVISIONS		

1" IF THIS BAR DOES NOT MEASURE EXACTLY ONE INCH, THE SCALE OF THIS DRAWING HAS BEEN ALTERED DURING ITS PRODUCTION. AFFECTING ALL LABELED SCALES.

SHEET NOTES

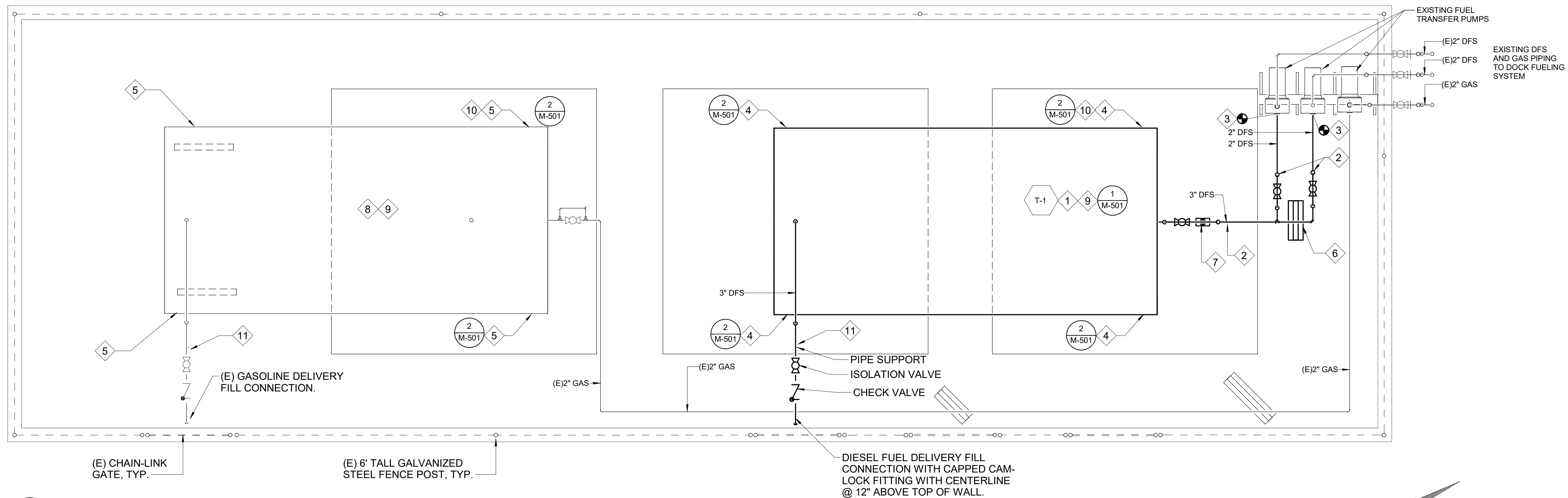
1. THE EXISTING HORIZONTAL GASOLINE STORAGE TANK AND ASSOCIATED PIPING, DISTRIBUTION PUMP, AND APPURTENANCES ARE TO REMAIN. THE GASOLINE TANK AND ASSOCIATED FUEL DELIVERY SYSTEM IS TO REMAIN IN SERVICE DURING THIS PROJECT EXCEPT FOR BRIEF PERIODS REQUIRED TO ACCOMMODATE PLANNED MODIFICATIONS. ALL GASOLINE SYSTEM OUTAGES ARE TO BE CAREFULLY COORDINATED MINIMUM 5 DAYS IN ADVANCE WITH THE HARBOR MASTER.
2. ALL FUEL DISTRIBUTION PUMPS AND ASSOCIATED CONTROLS AND DOWNSTREAM PIPING AND VALVES TO REMAIN AS-IS FOR REUSE.
3. THE CONTRACTOR AND SUBCONTRACTORS SHALL VERIFY ALL EXISTING CONDITIONS, DIMENSIONS, AND REQUIREMENTS IN THE FIELD.
4. THE EXACT PLACEMENT OF THE NEW DIESEL FUEL TANK SHALL BE COORDINATED WITH THE TANK FILL LOCATION AND THE EXISTING ACCESS GATE IN THE CHAIN-LINK FENCING. ALTERNATIVELY, THE EXISTING CHAIN-LINK FENCING AND GATE LOCATION SHALL BE MODIFIED TO MATCH THE TANK FILL CONNECTION LOCATION TO ENSURE EASY ACCESS TO THE TANK FILL CONNECTION FITTING.
5. OSHA COMPLIANT CATWALK, SUPPORT STRUCTURE, AND ACCESS LADDERS FOR NEW AND EXISTING TANKS TO BE PROVIDED BY OTHERS.
6. ALL NEW AND EXISTING PIPING, FITTINGS, TANKS, SUPPORT STRUCTURES, VALVE BODIES (EXCEPT STAINLESS STEEL VALVES) ARE TO BE FINISH PAINTED WHITE FOLLOWING TANK PAINTING SPECIFICATIONS.
7. NEW AND EXISTING TANKS ARE TO BE PROVIDED WITH ALL NFPA REQUIRED WARNING AND INFORMATIONAL LABELING.

SHEET KEYNOTES

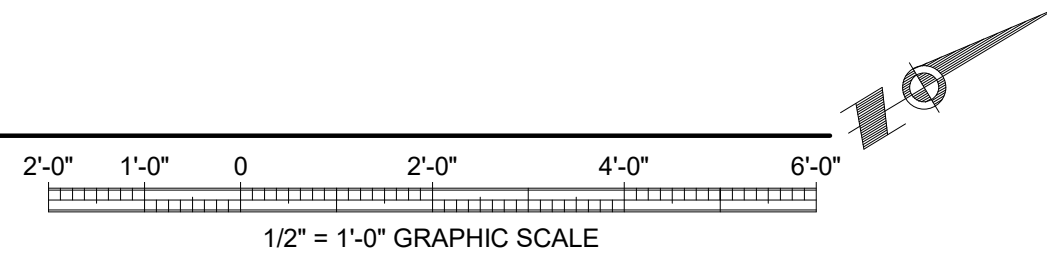
1. NEW 5000 GALLON NOMINAL CAPACITY DIESEL FUEL OIL TANK COMPLETE WITH SUPPORT SADDLES, FILL PORT AND FILL PIPING, OUTLET PORT, ISOLATION AND CHECK VALVE WITH CAPPED CAM-LOK CONNECTOR, HIGH-LEVEL ALARM SENSOR, CLOCK-STYLE LEVEL GAUGE, VENT AND EMERGENCY VENT, AND ACCESS MANHOLE.
2. PROVIDE 3/4" PRESSURE RELIEF VALVES WITH THREADED STEEL PIPING AND THREADED WELD-O-LET TAPS ON DIESEL LINES IMMEDIATELY DOWNSTREAM OF THE 3" MAIN TANK ISOLATION VALVE AND THE TWO 2" EMERGENCY SHUT-OFF VALVES, WITH RELIEF PIPING ROUTED TO A RELIEF PIPE MANIFOLD CONNECTION UPSTREAM OF THE MAIN ISOLATION VALVE FOR PRESSURE RELIEF OF DOWNSTREAM PIPING BACK TO THE STORAGE TANK, TYP 3 PLACES.
3. PROVIDE FLANGED CONNECTIONS TO CONNECT THE NEW 2" DIESEL PIPING TO THE EXISTING 2" FLANGED PUMP CONNECTIONS.
4. PROVIDE SEISMIC ANCHORING FOR NEW DIESEL TANK SUPPORT SADDLES PER MANUFACTURER'S RECOMMENDATIONS AND AS DESIGNED AND SPECIFIED BY A STRUCTURAL ENGINEER REGISTERED IN THE STATE OF ALASKA WITH STAMPED DRAWINGS.
5. BOLT EXISTING TANK SADDLE TO SUPPORTING STEEL CHANNELS. BOLT THE SUPPORTING CHANNELS TOGETHER, AND PROVIDE FABRICATED STEEL PLATE ANCHORING ASSEMBLIES BOLTED TO THE SUPPORT CHANNELS AND SECURE WITH SS RODS, LOCKWASHERS, AND NUTS TO THE CONCRETE CONTAINMENT BASIN SLAB FOR SEISMIC BRACING, TYP. TWO PLACES.
6. PROVIDE PIPE SUPPORT UNDER 3" DIESEL FUEL SUPPLY PIPE. SECURE TO HOUSEKEEPING SLAB WITH MIN. 1/2" DIAMETER STAINLESS STEEL RODS AND NUTS. SECURE PIPE TO SUPPORT WITH 1/2" U-BOLT AND DOUBLE NUTS.

SHEET KEYNOTES

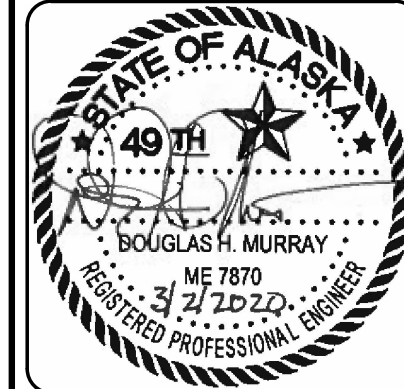
7. PROVIDE FIRE-SAFE EMERGENCY SHUT-OFF VALVE ON 3" DIESEL LINE DOWNSTREAM OF MANUAL SHUT-OFF VALVE.
8. THE EXISTING GASOLINE TANK SHALL BE COMPLETELY RE-PAINTED, COMPLETELY CLEAN TANK OF DIRT, LOOSE PAINT, ALL ORGANIC MATERIAL. REMOVE ANY RUST BY SAND BLASTING TO WHITE METAL AND PRIMING WITH DEVCOE PRE-PRIME 167 SEALER PRIOR TO APPLICATION OF TANK PAINT. TANK AND SADDLES SHALL BE RE-FINISHED PRIOR TO APPLICATION OF THE CONCRETE WATERPROOFING COATING. PAINT ALL BOLTS AND WELDS ON THE TANK HOLD-DOWN ASSEMBLIES.
9. PROVIDE NEW HIGH-LEVEL ALARM ASSEMBLIES INSTALLED IN BOTH THE EXISTING GASOLINE TANK AND NEW DIESEL TANK, WITH NEW CONTROLS WIRING ROUTED IN CONDUITS TO THE NEW HIGH-LEVEL ALARM PANEL MOUNTED TO THE NEARBY UTILITY BUILDING. SEE ELECTRICAL FOR DETAILS.
10. PROVIDE GROUNDING SYSTEM FOR THE NEW DIESEL TANK, EXISTING GASOLINE TANK, AND NEW CATWALKS. SEE ELECTRICAL FOR DETAILS.
11. PROVIDE SEISMICALLY BRACED PIPE SUPPORTS UNDER 3" DIESEL FUEL TANK SUPPLY PIPE AND EXISTING 3" GASOLINE TANK FILL SUPPLY PIPE. SECURE TO CONTAINMENT BASIN WALL AND HOUSEKEEPING SLAB WITH MIN. 1/2" DIAMETER STAINLESS STEEL RODS AND NUTS. SECURE PIPE TO SUPPORT WITH 1/2" U-BOLT AND DOUBLE NUTS OR EQUIVALENT METHODOLOGY MEETING SEISMIC REQUIREMENTS FOR AN ESSENTIAL FACILITY IN HAINES, ALASKA DESIGNED AND STAMPED BY A STRUCTURAL ENGINEER REGISTERED IN THE STATE OF ALASKA.



1 LARGE SCALE CONTAINMENT AREA AND TANKS
M-401 SCALE: 1/2" = 1'-0"



CONSULTANT:



PROJECT:
HAINES HARBOR DIESEL TANK REPLACEMENT
HAINES, ALASKA

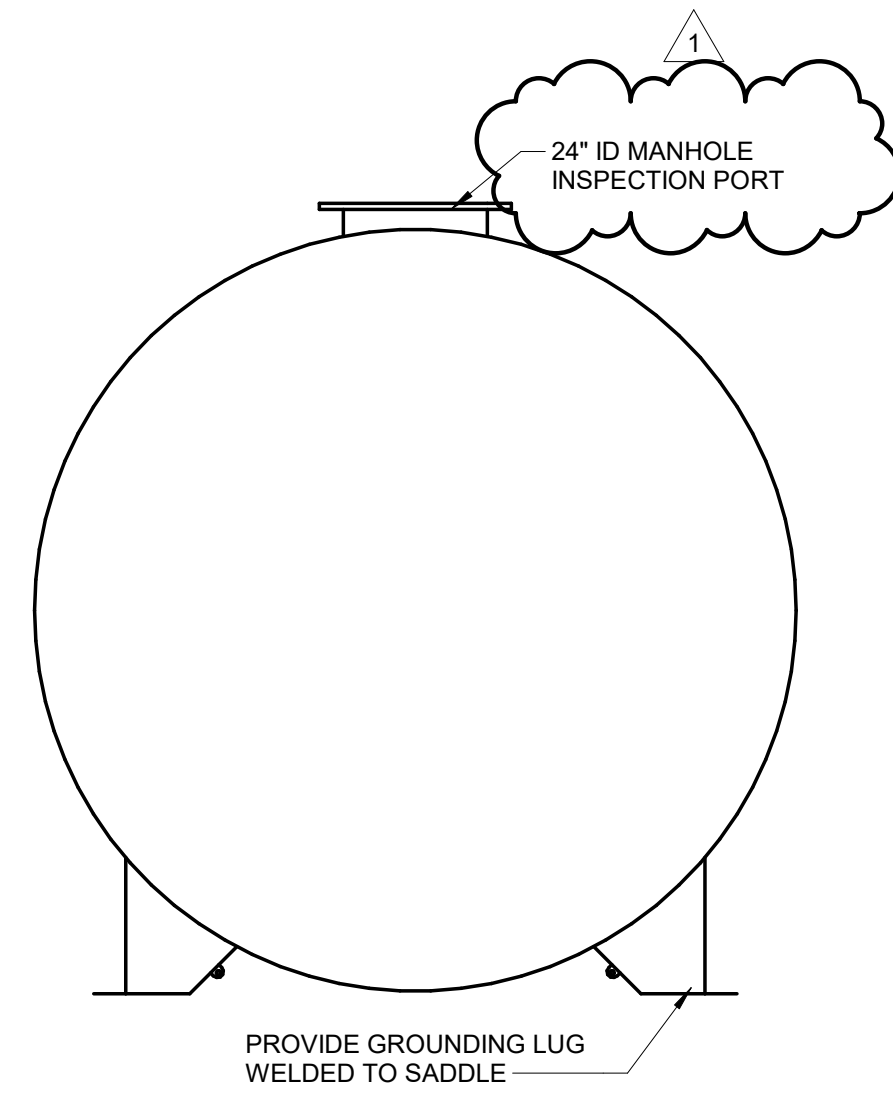
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MECHANICAL LARGE SCALE PLAN CONSTRUCTION DOCUMENTS

DESIGN MGD
DRAWN CSB
CHECKED DM
DATE 03/02/2020

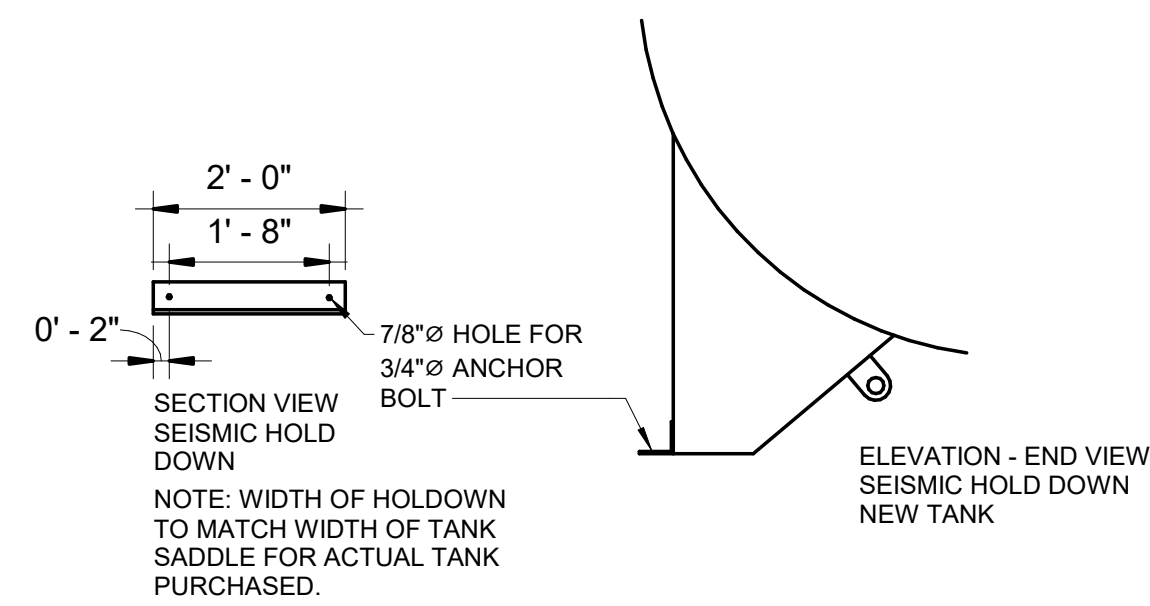
PROJECT No.
19308JM
SHEET NUMBER

M-401

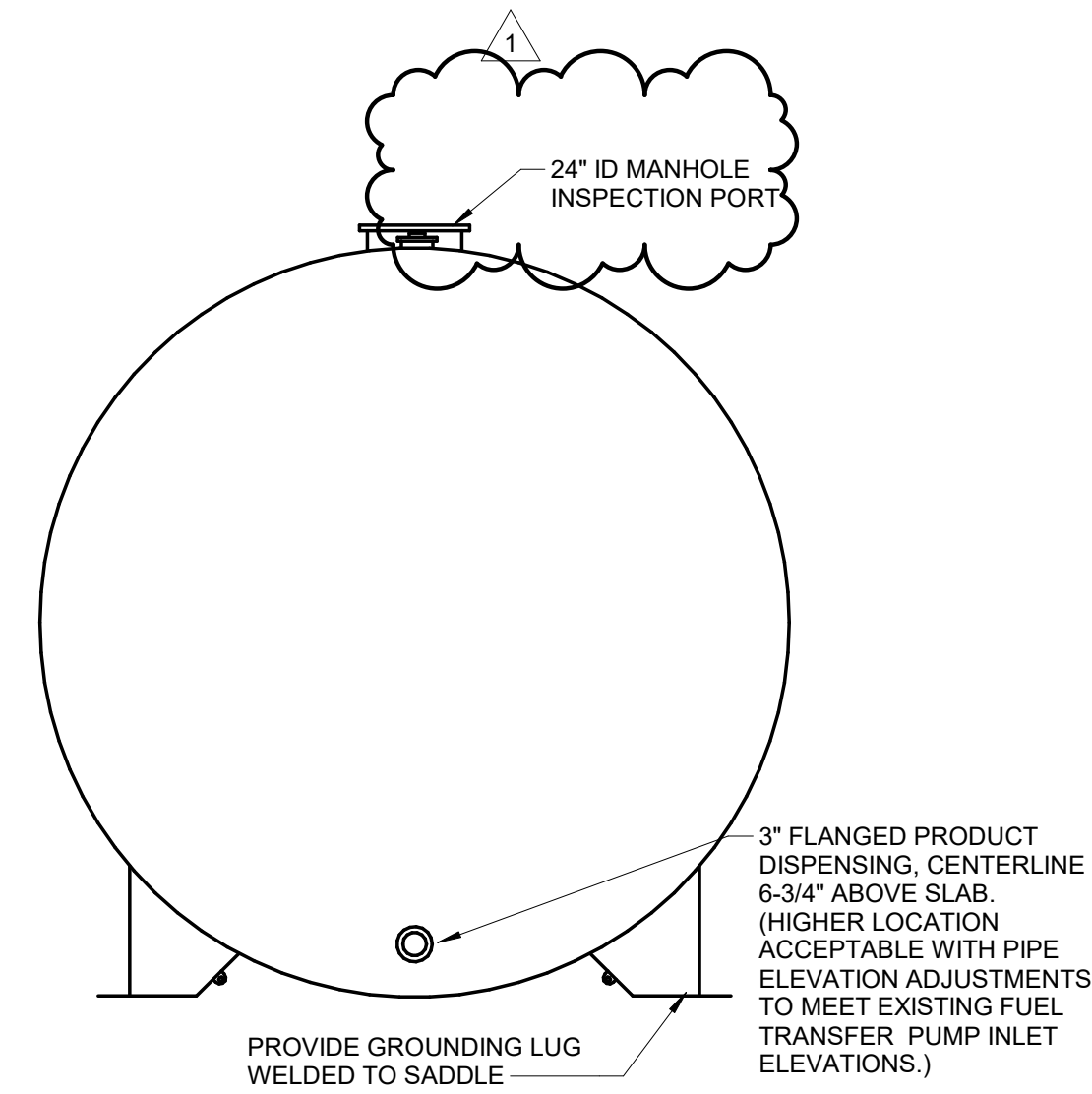
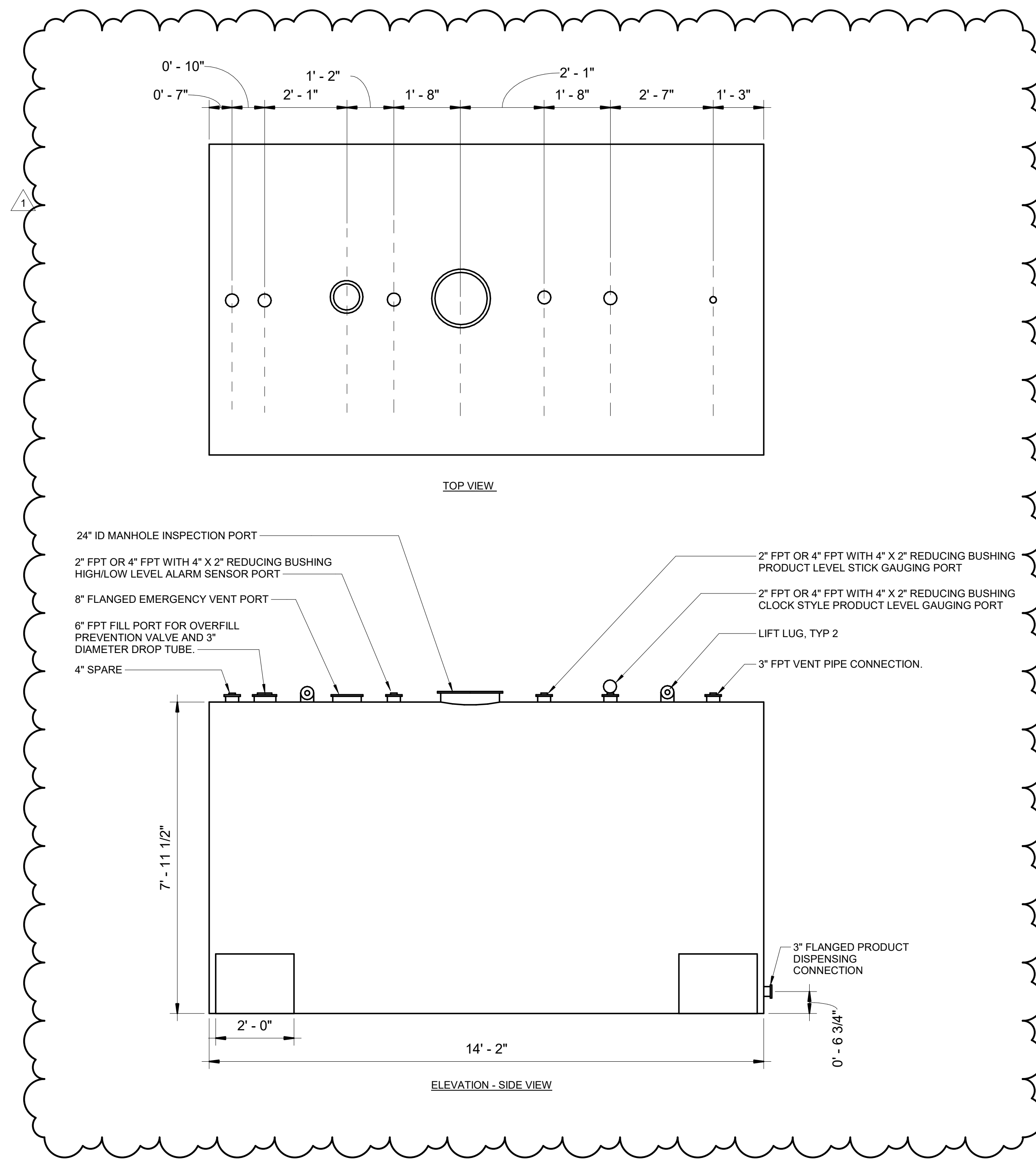
REVISIONS			
No.	Date	SCOPE OF WORK CHANGES	Item
2	01/21/2021	SCOPE OF WORK CHANGES	



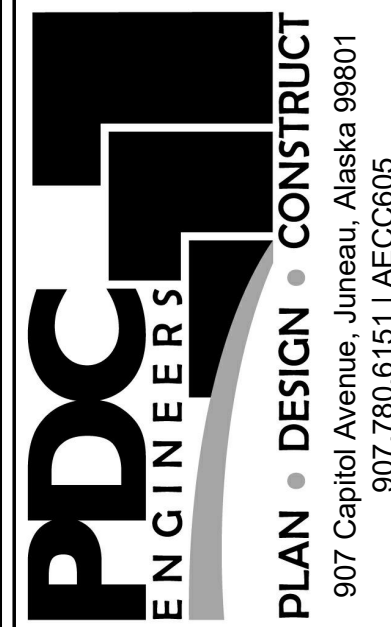
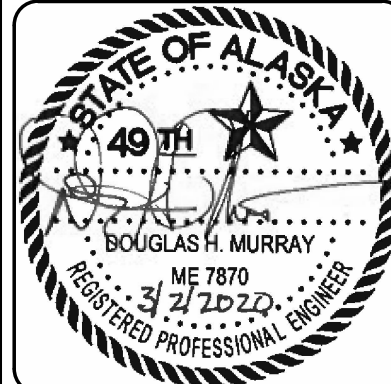
1 TANK DETAIL
M-501 SCALE: NO SCALE



2 SEISMIC TANK HOLD DOWNS
M-501 SCALE: NO SCALE



CONSULTANT :



PROJECT :
HAINES HARBOR DIESEL TANK REPLACEMENT
HAINES, ALASKA

SHEET TITLE :
MECHANICAL DETAILS AND DIAGRAMS CONSTRUCTION DOCUMENTS

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DRAWN CSB
CHECKED DM
DATE 03/02/2020

PROJECT No.
19308JM
SHEET NUMBER

M-501

REVISIONS		
No.	Date	Item
1	10/13/2020	TANK CONNECTION REVISIONS

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ELECTRICAL SPECIFICATIONS

1. GENERAL REGULATORY REQUIREMENTS
 - A. COMPLY WITH NFPA 70, NATIONAL ELECTRICAL CODE 2017 EDITION; NECA 1, STANDARD FOR GOOD WORKMANSHIP IN ELECTRICAL CONSTRUCTION; AND NATIONAL ELECTRICAL SAFETY CODE.
 - B. ELECTRICAL COMPONENTS, DEVICES, ASSEMBLIES, AND ACCESSORIES ARE REQUIRED TO BE LISTED AND LABELED AS DEFINED IN NFPA 70, ARTICLE 100, BY A TESTING AGENCY ACCEPTABLE TO AUTHORITIES HAVING JURISDICTION, AND MARKED FOR INTENDED USE.
 - C. DELIVER, STORE, PROTECT, AND HANDLE PRODUCTS IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS. PROTECT PRODUCTS FROM WEATHER.
 - D. ACCEPT PRODUCTS ON SITE IN MANUFACTURER'S PACKAGING. INSPECT FOR DAMAGE. NOTIFY PROJECT MANAGER OF ALL DAMAGED PRODUCTS.
 - E. THE CONTRACT DOCUMENTS ARE COMPLEMENTARY; WHAT IS REQUIRED BY ONE IS AS BINDING AS IF REQUIRED BY ALL.
 - F. DRAWINGS SHOW THE GENERAL LOCATIONS OF THE ELECTRICAL FEATURES ONLY, UNLESS OTHERWISE INDICATED. MAKE MINOR RELOCATIONS AS REQUIRED FOR PROJECT CONDITIONS WHEN NECESSARY TO PRESENT SYMMETRICAL APPEARANCE OR TO AVOID INTERFERENCE WITH OTHER INSTALLATIONS.
 - G. REVIEW AND COORDINATE THIS WORK WITH ALL ASSOCIATED MECHANICAL WORK AND ALL OTHER DRAWINGS AND SPECIFICATIONS. ADJUST THE WORK AS REQUIRED TO COORDINATE WITH OTHER WORK AND BE COMPATIBLE WITH CONDITIONS.
 - H. WORK SHALL BE PERFORMED IN ACCORDANCE WITH ALL STATE, FEDERAL, AND OSHA SAFETY REQUIREMENTS.
 - I. CONTRACTOR COORDINATION
 1. CONTRACTOR SHALL COORDINATE START-UP AND ENERGIZING OF ALL ELECTRICAL EQUIPMENT WITH PROJECT MANAGER.
 2. CONTRACTOR SHALL COORDINATE POWER OUTAGES AND DE-ENERGIZING OF ALL EXISTING ELECTRICAL EQUIPMENT WITH PROJECT MANAGER.
2. SUBMITTALS
 - A. SUBMIT AN ELECTRONIC COPY OF PRODUCT DATA FOR REVIEW AND APPROVAL.
3. CONDUCTORS
 - A. CONDUCTOR MATERIAL: COPPER. SOLID FOR NO. 10 AWG AND SMALLER; STRANDED FOR NO. 8 AWG AND LARGER.
 - B. INSULATION AND APPLICATION
 1. BRANCH CIRCUITS, INCLUDING UNDERGROUND: XHHW-2; SINGLE CONDUCTORS IN RACEWAY.
 - C. INSTALLATION
 1. NEUTRAL CONDUCTORS SHALL NOT BE SHARED BETWEEN BRANCH CIRCUITS, UON.
 2. MINIMUM CONDUCTOR SIZE FOR BRANCH CIRCUITS: NO. 12 AWG.
 - D. FIELD QUALITY CONTROL: AFTER INSTALLING CONDUCTORS AND CABLES AND BEFORE ELECTRICAL CIRCUITRY HAS BEEN ENERGIZED, TEST FOR UNINTENDED OPENS, SHORTS, AND GROUNDS.
4. GROUNDING AND BONDING
 - A. INSULATED CONDUCTORS: COPPER WIRE OR CABLE INSULATED FOR 600 V UNLESS OTHERWISE INDICATED.
 - B. CONNECTORS: LISTED AND LABELED BY A NATIONALLY RECOGNIZED TESTING LABORATORY ACCEPTABLE TO AUTHORITIES HAVING JURISDICTION FOR APPLICATIONS IN WHICH USED, AND FOR SPECIFIC TYPES, SIZES, AND COMBINATIONS OF CONDUCTORS AND OTHER ITEMS CONNECTED.
 - C. GROUND ROD: PROVIDE COPPER 3/4" X 10' ROD(S). MAX RESISTANCE SHALL BE 25 OHMS.
 - D. INSTALLATION
 1. PROVIDE INSULATED EQUIPMENT GROUNDING CONDUCTORS WITH ALL FEEDERS AND BRANCH CIRCUITS. TERMINATE EACH END ON SUITABLE LUG, BUS OR BUSHING. SIZE EQUIPMENT GROUNDING CONDUCTORS IN ACCORDANCE WITH NEC, UNLESS OTHERWISE INDICATED, BUT NOT SMALLER THAN NO. 12 AWG.
5. RACEWAY
 - A. RMC: COMPLY WITH ANSI C80.1 AND UL 6, HOT-DIPPED ZINC GALVANIZED.
 - B. FITTINGS FOR RMC: COMPLY WITH NEMA FB 1 AND UL 514B.
 1. CONDUIT FITTINGS FOR HAZARDOUS (CLASSIFIED) LOCATIONS: COMPLY WITH UL 886 AND NFPA 70.
 - C. INSTALLATION
 1. RACEWAY IN HAZARDOUS LOCATIONS SHALL BE UNBROKEN IN THE AREA FROM THE FINISHED GRADE OR FLOOR TO 24" MINIMUM AFF; NO UNIONS, COUPLINGS, BOXES OR FITTINGS ARE ALLOWED IN THE AREA.
 2. OUTDOORS: ABOVEGROUND AND UNDERGROUND USE RMC.
 3. SURFACE RACEWAYS AND BOXES ARE PERMITTED.
 4. MINIMUM RACEWAY SIZE:
 - a. 3/4-INCH TRADE SIZE HOMERUN TO PANELBOARD OR DISTRIBUTION PANEL.
 5. COMPLETE RACEWAY INSTALLATION BEFORE STARTING CONDUCTOR INSTALLATION
6. ENCLOSURE
 - A. PROVIDE NEMA 4X FIBERGLASS BOX PER DRAWINGS. INTENT IS FOR A SINGLE ENCLOSURE TO HOUSE 3 EXISTING PUMP DISCONNECTS.
7. BOXES
 - A. CAST-METAL OUTLET AND DEVICE BOXES: NEMA FB 1, THREADED HUB, TYPE FD, WITH GASKETED COVER; FOR USE WITH EXPOSED CONDUIT.
8. PANELBOARDS
 - A. EXISTING. PROVIDE MODIFICATIONS AND ACCESSORIES REQUIRED FOR WORK SHOWN.
9. PUMP LEVEL MONITORING AND ALARM
 - A. PROVIDE PER MECHANICAL.
 - B. PROVIDE WIRING AS RECOMMENDED BY MANUFACTURER AND PROVIDE PROGRAMMING REQUIRED FOR A COMPLETE AND FUNCTIONAL SYSTEM. SEE MECHANICAL FOR REQUIREMENTS.

ABBREVIATIONS

(D)	DEMOLISH
(E)	EXISTING
(N)	NEW
+XX	DIMENSIONED HEIGHT XX INCHES AFF
A	AMPERES
AC	ALTERNATING CURRENT
AF	AMP FRAME
AFG	ABOVE FINISH GRADE
AIC	AMPS INTERRUPTING CAPACITY
AMP	AMPERES
APPX	APPROXIMATE
AT	AMP TRIP
BFG	BELOW FINISHED GRADE
C	CONDUIT
CB	CIRCUIT BREAKER
CU	COPPER
GND	GROUND OR GROUNDED
JB	JUNCTION BOX
KVA	KILOVOLT AMPERES
NEC	NATIONAL ELECTRICAL CODE; NFPA 70
NECA	NATIONAL ELECTRICAL CONTRACTORS ASSOCIATION
NEMA	NATIONAL ELECTRICAL MANUFACTURERS ASSOCIATION
NESC	NATIONAL ELECTRICAL SAFETY CODE
NFPA	NATIONAL FIRE PROTECTION ASSOCIATION
NIC	NOT IN CONTRACT

ABBREVIATIONS

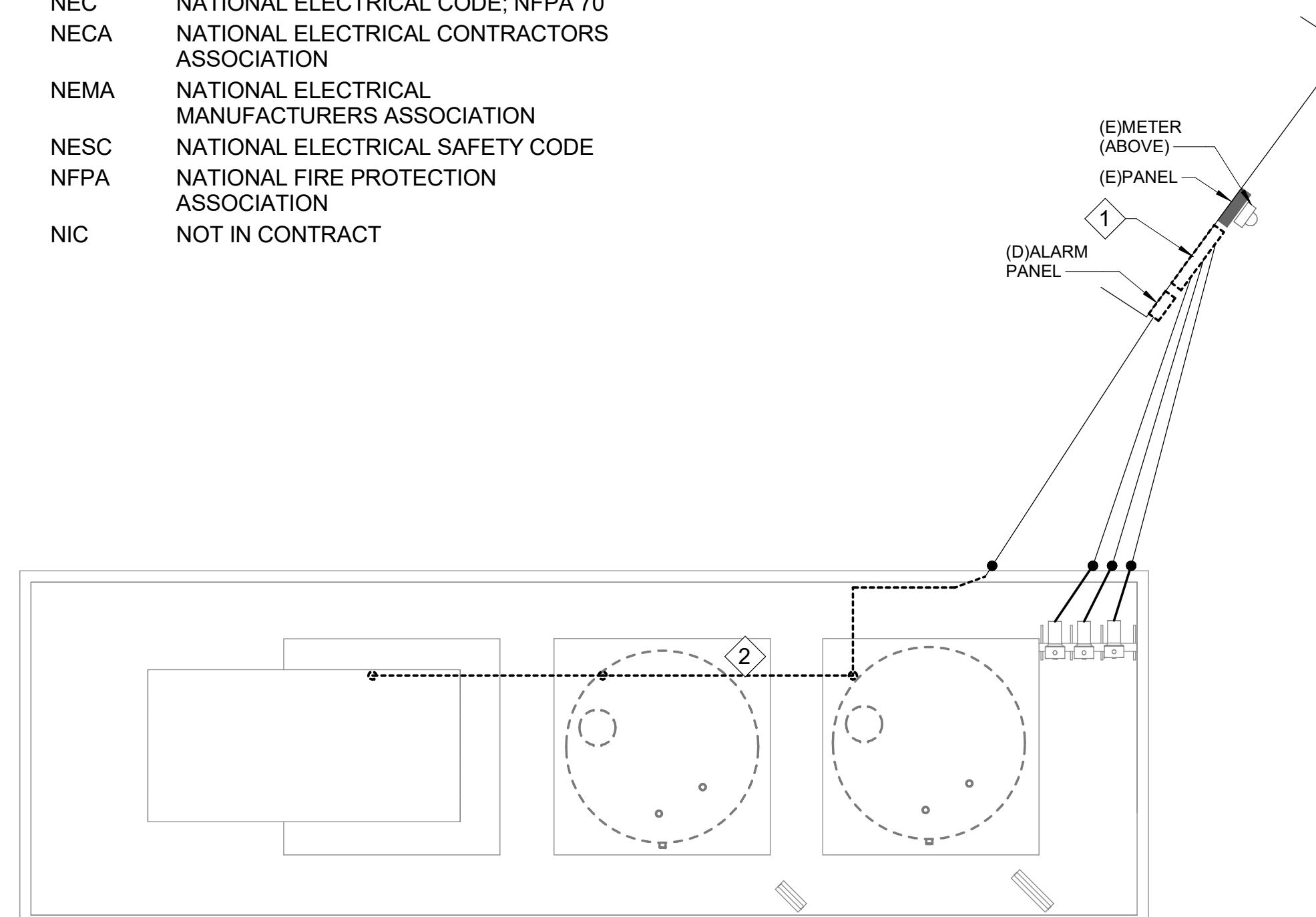
OC	ON CENTER
OD	OUTSIDE DIAMETER
OFCI	OWNER FURNISHED CONTRACTOR INSTALL
OFOI	OWNER FURNISHED OWNER INSTALL
P	POLE
PH	PHASE
RMC	RIGID METAL CONDUIT (HOT-DIPPED GALVANIZED)
TYP	TYPICAL
UG	UNDERGROUND
UL	UNDERWRITERS' LABORATORIES
UON	UNLESS OTHERWISE NOTED
V	VOLTS
VA	VOLT AMPERES
VAR	VOLT-AMPS REACTIVE
WP	WEATHERPROOF
XP	EXPLOSION PROOF

SHEET NOTES

1. RACEWAY MAY BE REUSED IN PLACE IF NOT RENDERED UNUSABLE DUE TO OTHER DEMOLITION AND COMPLIES WITH CONTRACT DOCUMENTS, UON. REUSED RACEWAY SHALL BE IN LINE-NEW, OR REPAIRED TO LIKE-NEW CONDITION BEFORE INSTALLING CONDUCTORS.
2. SALVAGE SHALL MEAN REMOVE WITHOUT DAMAGE DURING DEMOLITION AND REUSE DURING NEW CONSTRUCTION.
3. ELECTRICAL EQUIPMENT REMOVED AND DEEMED UNUSABLE BY THE OWNER SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND BE PROPERLY DISPOSED OF. EQUIPMENT DEEMED USABLE BY THE OWNER SHALL BE DELIVERED WITHOUT DAMAGE TO A LOCATION DESIGNATED BY THE OWNER, UNLESS OTHERWISE INDICATED.
4. EXISTING PUMPS AND CONTROLS ARE EXISTING TO REMAIN, UON.

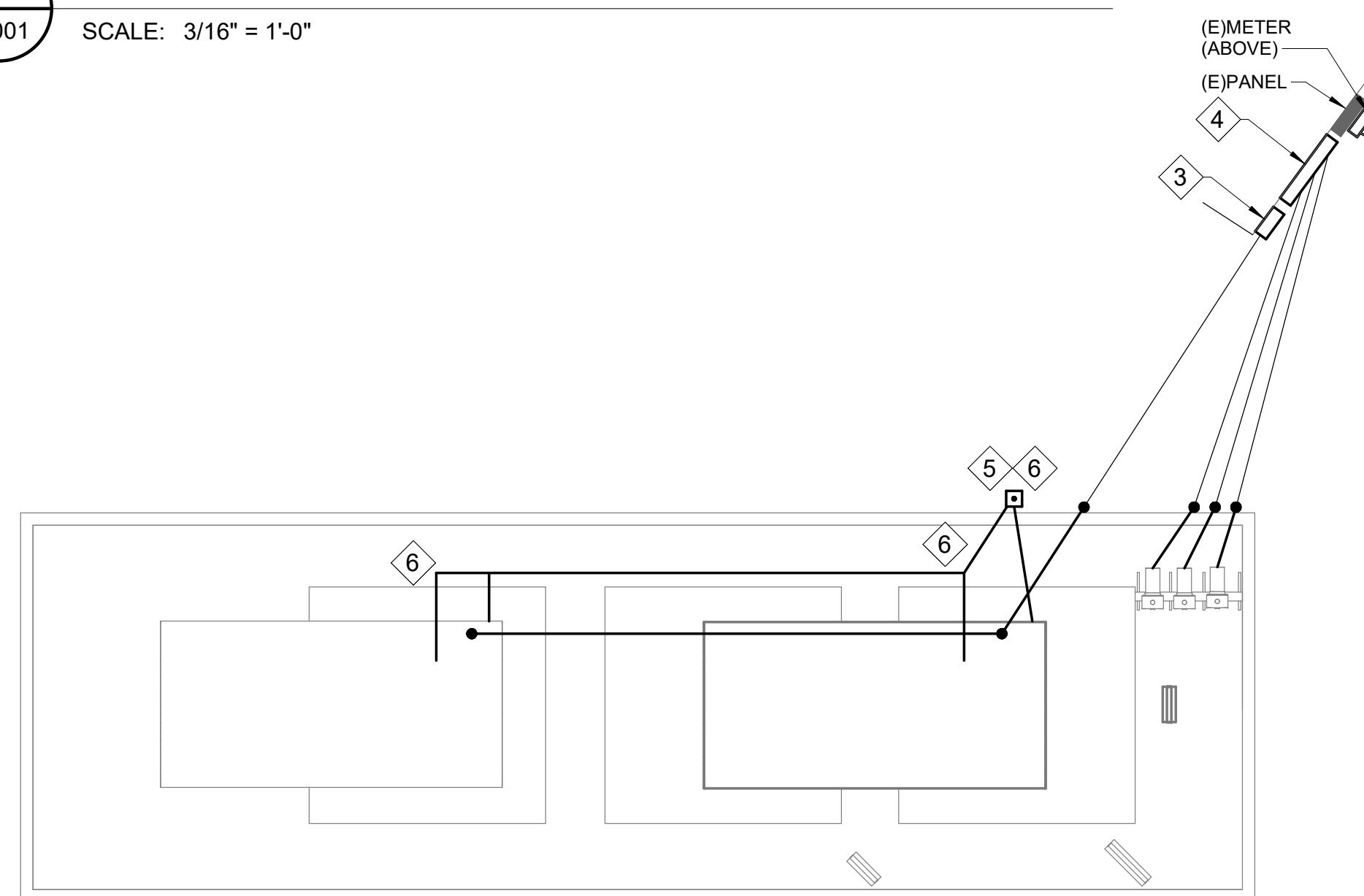
SHEET KEYNOTES

1. DEMOLISH ENCLOSURE FOR PUMP DISCONNECTS. SALVAGE DISCONNECTS, WIRING, AND RACEWAY FOR RE-USE.
2. DEMOLISH RACEWAY FOR EXTENT SHOWN DASHED. DEMOLISH CONDUCTORS BACK TO SOURCE.
3. PROVIDE CONNECTION TO FUEL LEVEL ALARM, FURNISHED BY MECHANICAL. REUSE EXISTING RACEWAYS TO TANK AS SHOWN ON 1/E-001. PROVIDE RACEWAYS AS SHOWN ON 2/E-001. PROVIDE CONDUCTORS AND SIZE PER MANUFACTURER'S RECOMMENDATIONS.
4. PROVIDE ENCLOSURE FOR RE-INSTALLING PUMP DISCONNECTS. BASIS OF DESIGN IS A CROUSE-HINDS F4LSHL483612.
5. PROVIDE GROUND ROD. FIELD COORDINATE LOCATION TO AVOID EXISTING CONDUIT AND PIPING.
6. PROVIDE MINIMUM #8 COPPER GROUND CONDUCTOR AND BOND TO EACH TANK, TANK BASE, CATWALK AND GROUND ROD.



1 DEMOLITION ELECTRICAL PLAN

E-001 SCALE: 3/16" = 1'-0"



2 ELECTRICAL PLAN

E-001 SCALE: 3/16" = 1'-0"

CONSULTANT:



PDC ENGINEERS
 PLAN • DESIGN • CONSTRUCT
 907 Capitol Avenue, Juneau, Alaska 99801
 907.780.6151 | AEC605

PROJECT:
HAINES HARBOR DIESEL TANK REPLACEMENT

HAINES, ALASKA

SHEET TITLE:
ELECTRICAL DEMOLITION AND PLAN CONSTRUCTION DOCUMENTS

DESIGN	BKH
DRAWN	JC
CHECKED	DHM
DATE	03/02/2020

PROJECT No.
19308JM
 SHEET NUMBER

E-001

No.	Date	Item
REVISIONS		



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 21-1102
Assembly Meeting Date: 08/24/21

Business Item Description:	Attachments:
Subject: Authorize Borough Manager to Acquire Land Slide Monitoring Easements	1. Resolution 21-08-926 2. Proposed Agreements re Land Slide Monitoring Easements. 3. Exploration Plan- Landslide Technology
Originator: Interim Borough Manager	
Originating Department: Administration	
Date Submitted: 08/24/21	

Full Title/Motion:
Motion: Adopt Resolution 21-08-926.

Administrative Recommendation:
This resolution is recommended by the Director of Public Facilities and Haines Harbor Master.

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

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

Summary Statement:
HBC 14.04.030 requires assembly approval for the acquisition of interests in real property and, pursuant to the NTP3 contract with R&M Consultants and Landslide Technology, the Borough would like to obtain Land Slide Monitoring System easements for the placement of monitoring equipment on portions of Lot 4, Block 3 (C-CIA-03-0400), Lot 5, Block 3 (C-CIA-03-0500) and Lot6A, Block 3 (C-CIA-03-06A0). The Interim Manager seeks approval and authorization to acquire such easements.

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

Assembly Action:	
Meeting Date(s): 08/24/21	Public Hearing Date(s):
	Postponed to Date:

HAINES BOROUGH
RESOLUTION No. 21-08-926

DRAFT

A Resolution of the Haines Borough Assembly authorizing the Haines Borough Manager to acquire easements to allow for the placement of Land Slide Monitoring equipment on Parcels C-CIA-03-0400, C-CIA-03-0500 and C-CIA-03-06A0.

WHEREAS, commencing November 30, 2020, the Haines Borough experienced a major Winter Storm event; and

WHEREAS, between midnight on November 30, 2020 and 10:00 am December 2, 2020, according to the National Oceanic and Atmospheric Administration (NOAA), the Haines Borough received more than 7 inches of rain; and

WHEREAS, the Winter Storm event resulted in a massive landslide across a portion of Beach Road, ("Beach Road Landslide"), completely destroying several homes, causing the deaths of two Borough residents, interrupting the supply of electricity to approximately twenty homes and making that portion of Beach Road east of the landslide ("Beach Road"), impassable to vehicular traffic ; and

WHEREAS, on December 2, 2020, the Mayor issued a Declaration of Emergency and on December 3, 2020 the State of Alaska issued a State Disaster for the region; and

WHEREAS, on February 17, 2021 the President of the United States issued a Federal Disaster Declaration for the region, thereby activating a Federal Emergency Management Association (FEMA) Public Assistance claim for damaged public infrastructure to assist the Borough with recovery efforts; and

WHEREAS, pursuant to the declared emergency, a team of geoscientists with different specialties dispatched to the Borough by the State of Alaska have been examining conditions immediately adjacent to the Beach Road Landslide and, in consultations with landslide specialists from the United States Geological Survey, assessing the risks of further landslides adjacent to Beach Road; and

WHEREAS, on December 28, 2020 the State of Alaska issued a Request for Proposals (RFP) for a Geotechnical Engineering Consultant to provide data specific consultation to the Borough with respect to the safety of certain locations within the Haines Borough including areas in the immediate vicinity of the Beach Road Landslide; and

WHEREAS, pursuant to that RFP, R&M Consultants, Inc and Landslide Technology were selected to provide consultation services to the Haines Borough in three phases; and

WHEREAS, the third phase of the contract which provides Geotechnical Subsurface Investigation and Analysis was approved July 21, 2021; and

WHEREAS, pursuant to that contract monitoring equipment will be installed in boreholes located in and around the slide area to provide data with respect to ground movement; and

Haines Borough
Resolution No. 21-08-926
Page 2 of 2

WHEREAS, the Borough seeks a Land Slide Monitoring System Easement on a portion of Lot 4, Block 3 (C-CIA-03-0400), Lot 5, Block 3 (C-CIA-03-0500) and a portion of Lot6A, Block 3 (C-CIA-03-06A0);

WHEREAS, Haines Borough Code section 14.04.030 requires assembly approval for acquisitions of interests in real property; and

WHEREAS, HBC 14.04.030(C) provides "No assembly approval is necessary to acquire any easement, right-of-way, permit, license, or other interest in real property if necessary for a utility or public improvement where the utility or public improvement has been authorized and approved by the assembly"; and

WHEREAS, the proposed Landslide Monitoring System Easement is an interest in real property but the public improvement has yet to be specifically authorized and approved by the assembly;

NOW, THEREFORE BE IT RESOLVED that the Haines Borough Assembly, approves and authorizes the Borough Manager to acquire Land Slide Monitoring System Easements on portions of Lot 4, Block 3 (C-CIA-03-0400), Lot 5, Block 3 (C-CIA-03-0500) and Lot6A, Block 3 (C-CIA-03-06A0).

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 24th day of August, 2021.

Douglas Olerud, Mayor

Attest:

Alekk Fullerton, Borough Clerk

FINAL SUBMITTAL
REVISION 0



EXPLORATION PLAN

GEOTECHNICAL INVESTIGATION AND ANALYSIS HAINES BEACH ROAD LANDSLIDE HAINES, ALASKA

FEDERAL NO. TBD/STATE NO. SDRER00317
PSA NO. 25213018/NTP NO. 02

PREPARED FOR:

DOT&PF, SOUTHCOAST REGION

TRAVIS ECKHOFF, PE
6860 GLACIER HIGHWAY
JUNEAU, AK 99811

PREPARED BY:

R&M CONSULTANTS, INC.

9101 VANGUARD DRIVE
ANCHORAGE, AK 99507

IN ASSOCIATION WITH:

LANDSLIDE TECHNOLOGY

10250 SW GREENBURG RD. #111
PORTLAND, OR 97223

2 JULY 2021

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ACRONYMS AND ABBREVIATIONS

°F	degrees Fahrenheit
ADAS	automatic data acquisition system
AOC	Area of Concern
BGC	BGC Engineering, Inc.
DGGS	Alaska Division of Geological and Geophysical Surveys
DOT&PF	Department of Transportation and Public Facilities
EP	Exploration Plan
GPS	Global positioning system
LT	Landslide Technology
MASW	multichannel analysis of surface waves
MEMs	Micro Electro-Mechanical Systems
PSA	Professional services agreement
R&M	R&M Consultants, Inc.
S&A	Siemens & Associates
SR	Southcoast Region
VWP	vibrating wire piezometer

1.0 INTRODUCTION

The Department of Transportation and Public Facilities (DOT&PF) retained R&M Consultants, Inc. (R&M) under Professional Services Agreement Number 25213018, Notice to Proceed Number 02, to perform a summer geotechnical field investigation for the Haines Beach Road Landslide geotechnical investigation and analysis project. R&M has subcontracted Landslide Technology (LT) and Siemens & Associates (S&A) to provide geotechnical and geophysical investigation and analysis services. R&M will provide geophysical technicians, terrestrial survey services, and project management and contracting services. BGC Engineering, Inc. (BGC) was also subcontracted to provide peer-review of reporting products and public messaging services.

Geotechnical Investigation and analysis will be conducted in accordance with this Exploration Plan (EP). Drawings **A-01 through A-02** of Appendix A provide a location and vicinity, and a geotechnical/geophysical investigation location map.

1.1 INVESTIGATION OBJECTIVES

DOT&PF, Southcoast Region is requesting the services of a Geotechnical Engineering Consultant to assist by providing data on geotechnical hazards to allow the Haines Borough to make informed decisions on resuming recovery activities, reconnecting impacted utilities, and re-establishing a temporary roadway connection to residential properties. Investigation activities are also intended to gather data which will aid in the development of recommendations for future work activities in the Area of Concern (AOC) and potentially provide opinions with regard to re-occupancy of impacted residences.

1.2 PROJECT PURPOSE AND NEED

On Dec 2, 2020, damaging storms impacted several Southeast Alaska communities. The greater Haines Borough was impacted by flooding, landslides, and debris flows, causing widespread and severe infrastructure damage, mandatory and voluntary evacuations, and loss of life. Several local, state and federal agencies responded along with local contractors to assist the Haines Borough with the initial response. The Alaska Division of Geological and Geophysical Survey (DGGs) and DOT&PF deployed a team of geoscientists with different specialties to assist by collecting data to support decision making by the Local and State EOC teams.

The most severe impact was a large landslide along Beach Road which completely destroyed two homes, significantly damaged one home, blocked road access and disrupted utilities to approximately 20 homes. Two residents of these homes are unaccounted for and presumed to have perished. After ten days of on-site analysis, DGGs recommended that recovery operations and re-occupancy of several homes be halted until further assessment of the Beach Road Slide could be conducted by a qualified geotechnical engineering consultant.

In late February and early March, the project team of LT and R&M performed an initial site reconnaissance of the AOC, but findings and observations were significantly hampered by the presence of winter snowpack. Initial findings were summarized and presented within two reports (LT, 2021 & R&M, 2021) presented to the Haines Borough which detailed our understanding of the geological hazards technical limitations present within the AOC. Since presentation of the initial findings report, Haines Borough determined that a temporary pioneer road could and has been

established allowing vehicles to travel across the affected area. The Borough has also determined that temporary power to the affected areas should be reestablished.

1.3 SCOPE OF WORK

The intent of this geotechnical investigation and analysis is to gather data on the geologic and geotechnical conditions and geo-hazards that are hampering recovery activities, road reopening, and utility reconnection. Investigation activities are also designed to gather data which will aid in the development of recommendations for future work activities and potentially provide opinions with regard to re-occupancy of impacted residences.

These tasks and their general descriptions and associated limitations are as follows:

1.3.1 GEOTECHNICAL CONSULTATION

The project team is providing virtual and on-call geotechnical consultation to the Haines Borough and DOT&PF to assist with planning recovery efforts in the AOC. The project team's efforts include providing geotechnical input to the Borough and DOT&PF regarding stability concerns, landslide issues, and access/site safety related to existing and potential geo-hazards. Consultation services also include providing input to the Borough and DOT&PF for their development guidelines, recommended precautions, and restrictions for Borough personnel, consultants, contractors, recovery teams, and residents regarding accessing the AOC and the temporary interim road across the slide area.

A conditions list will be developed regarding climatic events and other factors (i.e. ground cracks, slide movement, etc.) that could be indicators of potential or ongoing slope movements and provide recommendations for action items/protocols to address these risks (i.e. limiting access to the AOC, closing the interim road, suspending recovery/maintenance operations, etc.). The project team will work with the Borough and DOT&PF to develop infographics, warning signs, and other communication tools as needed to advise residents, Borough and DOT&PF personnel, and consultants/contractors regarding potential slide hazards and recommended precautions.

Observational guidelines are being developed to educate safety spotters that can be utilized by Borough maintenance personnel, contractors, or any other group working in the AOC or along the interim road. The project team is also participating in various meetings with the Borough to help facilitate recovery efforts and address community concerns.

1.3.2 GEOTECHNICAL ONSITE SUPPORT FOR ACCESS AND RECOVERY

The project team is providing onsite geotechnical support services to the Haines Borough team during resumption of recovery activities in the AOC, assessment of the interim road, including measures needed to allow access by consultants, Borough personnel, and contractors to evaluate maintenance and potential debris removal efforts, and restricted access by residents. The overall scope of these efforts is continuing to evolve and this task contains flexibility to manage the evolving nature of the recovery efforts and assessment of the interim road.

Onsite geotechnical personnel can perform daily observations and evaluations to provide real-time feedback and recommendations to the Haines Borough regarding landslide conditions and geo-hazards as the work progresses. Monitoring during onsite access and recovery activities can include:

reconnaissance of landslide and slopes to provide updates on the latest conditions prior to working in the lower slide area; coordination with Borough and/or contractor provided spotters (located in various upslope areas to visually identify potential movements); installation of tell-tale stakes, immediately upslope of Beach Road, to help make ballpark visual observations of the slide debris in the immediate area of the road corridor.

1.3.3 SUMMER GEOTECHNICAL INVESTIGATION AND ANALYSIS

This task is necessary for evaluating stability concerns of the existing landslide mass and other geologic features adjacent to the upper landslide headscarp area where an extensive ground (tension) crack was identified extending east from the headscarp indicating stability concerns in the AOC, as recommended in the Winter Reconnaissance – Preliminary Findings Report (LT, 2021).

Task 5 is divided into five separate subtasks including and is identified as Task 5 in order to remain consistent with proposal, notice-to-proceed, and contracting documents:

- 5.1 – Summer Surface Reconnaissance of hillside slopes in the AOC to assess changes in landslide features and evaluate existing features that were not previously observable.
- 5.2 – Surface Instrumentation to measure and monitor potential ground movements across the ground tension crack east of the headscarp.
- 5.3 – Subsurface Investigation consisting of geotechnical borings and test pits to investigate soil conditions and stability concerns. **PLEASE NOTE: THE COMPLETION OF GEOTECHNICAL BORINGS AND SUBSURFACE INSTRUMENT INSTALLATION PORTION OF THIS TASK HAVE BEEN POSTPONED UNTIL FUTURE NOTICE. TEST PITTING OPERATIONS ARE STILL PLANNED TO OCCUR. THE FOLLOWING TASK DESCRIPTIONS ARE ONLY PROVIDED TO MAINTAIN CONTINUITY WITH REGARD TO THE OVERALL PROJECT OBJECTIVES PRESENTED IN THE PRELIMINARY FINDINGS REPORT (LT, 2021).**
- 5.4 – Geophysical Subsurface Investigations of slope area to estimate bedrock stratigraphy and overburden thickness for slope stability assessments.
- 5.5 – Updated Findings Report (based on the foregoing tasks).

Subtask 5.1 – Summer Surface Reconnaissance

This task includes a post-snowmelt surface reconnaissance to observe, assess, and map landslide features on the hillside slopes in the AOC, the landslide, and the area containing the east tension crack(s). Most geologic and landslide features that influence slope stability were not able to be observed during the winter reconnaissance due to snow cover. These features include: new and existing tension cracks, spring locations and wet/saturated areas, bedrock structure, fault evidence/features, rock mass conditions in the headscarp and sidescarps, and conditions of the existing slide debris. Other efforts include the collection of rock samples for mineralogy evaluations (to determine if weak zones exist that could affect stability), future stability concerns, and faulting. This task also includes a program to perform test pits upslope the interim road to assess slide debris conditions. Additional test pits would be performed within the slide area to assess slide debris conditions to inform potential contractors of near surface conditions during recovery and maintenance activity. Geotechnical laboratory testing would be performed on obtained samples to

characterize the engineering properties of the slide debris and subsurface materials for subsequent recovery design efforts.

It is the understanding of R&M that the DGGs has recently obtained expanded LiDAR data collected in 2014 which provides data on local topography and geomorphological conditions. We will assess this data to help determine causation of the 2020 landslide event. This information will help determine existing factors that could have contributed to the initial landslide event (existing evidence of hillside mass movements) other than climatic conditions to help estimate potential geologic hazards.

During the reconnaissance, locations for surface instruments, potential geotechnical borings and test pits, survey prisms, and geophysical lines will be identified. Those identified areas will be cleared of trees and debris in advance to facilitate the planned investigations.

As the summer reconnaissance proceeds, acquired data and observations will be incorporated by office staff to update geologic interpretations and re-evaluate remaining data and monitoring needs. Upon completion of subtask 5.1, the project team will produce a memorandum to summarize the findings from the Winter and Summer Surface Reconnaissance.

Subtask 5.2 – Surface Instrumentation Installation

This subtask is planned to be accomplished concurrently with subtask 5.1. Understanding weather conditions, soil moisture, and surface temperatures in and around the slide area is a critical aspect to forecasting potential movements or changes in stability. The project team will coordinate with DGGs for an onsite weather station to continuously monitor precipitation amounts and intensity and other atmospheric conditions that could adversely impact slope stability. This information will be used as an indicator for potentially unsafe conditions and provide advance warning of impending conditions that could increase the risk of slope and landslide movements in the AOC. When the weather station instrumentation is functional and trends can be evaluated, the data could be used by the Borough to limit access, close the interim road, and suspend recovery/maintenance operations if necessary.

The tension cracks east of the headscarp are features of concern. The stability of the slope materials directly adjacent to the eastern sidescarp is not known and estimated to be marginally stable due to the presence of the tension crack(s). This task includes efforts to design, layout and install six extensometers, (long-distance measurements, on the order of several feet, across the tension crack(s) and extending downslope onto the apparently slumping slope). This subtask also includes installation of a robotic total station that will measure changes on and around the perimeter of the landslide at design locations identified in Task 5.1. These surface instrumentation and monitoring efforts will be critical for the safe resumption of recovery activities in the AOC, assessment of the interim road, including measures needed to allow access by consultants, Borough personnel, and contractors to evaluate maintenance and potential debris removal efforts, and restricted access by residents. Upon completion of subtask 5.2, the project team will produce a memorandum to summarize the findings from the Surface Instrumentation Installation, with periodic monitoring updates.

Subtask 5.3 – Subsurface Investigation and Instrumentation

PLEASE NOTE: THE COMPLETION OF GEOTECHNICAL BORINGS AND SUBSURFACE INSTRUMENT INSTALLATION PORTION OF THIS TASK HAVE BEEN POSTPONED UNTIL FUTHER NOTICE. TEST PITTING OPERATIONS ARE STILL PLANNED TO OCCUR. THE FOLLOWING TASK DESCRIPTIONS ARE ONLY PROVIDED TO MAINTAIN CONTINUITY WITH REGARD TO THE OVERALL PROJECT OBJECTIVES PRESENTED IN THE PRELIMINARY FINDINGS REPORT (LT, 2021).

The Winter Reconnaissance – Preliminary Findings Report (LT, 2021) identified recommended geotechnical instrumented borings to evaluate critical geologic hazards and risks. This subtask consists of performing a program of 12 instrumented borings, several test pits, and a series of analyses to evaluate critical slope geometry and stability factors in the landslide and adjacent slopes in the AOC, including the critical terrain in the vicinity of the east tension crack(s). Subsurface explorations are necessary for evaluating and managing geologic hazards while supporting initial community recovery efforts, assessment of the interim road, including measures needed to allow access to evaluate maintenance and potential debris removal efforts, and restricted access by residents. Rock coring and downhole optical televueing can be utilized to determine rock quality and structure. Geotechnical instrumentation can also be installed, including vibrating wire piezometers and MEMS array inclinometers to measure groundwater pressures and subsurface deformations, respectively. Supplemental test pits in slide runout deposits will be performed during this effort. Data obtained from this task would allow for the development of 2-D and 3-D models critical to slope stability modeling for various geologic hazards and landslide scenarios.

Subtask 5.4 – Geophysical Subsurface Investigation of Critical Areas

The subsurface investigation includes the use of passive MASW and electrical resistivity methods. These geophysical methods will allow for more widespread interpretations of geologic stratigraphy and groundwater conditions in the steep upper hillside sections within the slide and the AOC. The nature of these steep upper areas is not fully understood and the geophysical subsurface investigation will help fill the gaps between the recommended geotechnical borings potentially being drilled in these areas. Upon completion of subtask 5.4, the project team will produce a geophysical subsurface investigation report to summarize the findings from the geophysical investigation.

Subtask 5.5 – Updated Geotechnical Findings Report

Upon completion of the foregoing investigation activities, geologic interpretations and analyses will be performed to evaluate potential geologic hazards and stability of the landslide and slopes in the AOC. The existing preliminary findings report will be updated to incorporate data, conclusions, and recommendations resulting from the winter reconnaissance and summer surface and limited summer subsurface investigation activities.

Geotechnical tasks include: developing limited subsurface data summaries (from test pitting); developing instrumentation plots and trends; updating geology interpretations, maps, and geologic cross-sections; summarizing bedrock conditions, including rock structures and mineralogy and petrology tests; preparing profiles of slide debris scouring and deposition along Beach Road; updating evaluations of landslide conditions and causation; evaluations of slope conditions in the area containing the eastern tension crack(s); updating recommendations for possible supplemental geotechnical investigation and instrumentation; performing preliminary slope stability and debris flow slide runout modeling analyses; etc.

An online portal will be used to display instrumentation data and trends. The project team will develop data plotting formats and will provide troubleshooting and management for 12 months.

A combined Winter Reconnaissance and Summer Investigation Findings Report will be prepared that summarizes the investigation and monitoring results, which would update the evaluations and opinions presented in the prior Winter Reconnaissance Preliminary Findings Report (LT, 2021).

1.4 TENTATIVE SCHEDULE

To support the rapidly evolving nature of the proposed reopening activities scheduled for Beach Road, R&M and LT are committing key experts in substantial roles. A project schedule has been developed and is included in **Appendix B**. Mobilization is planned to begin on June 23rd with an initial site reconnaissance by LT with further disciplines working at the site through early August. The schedule is contingent on instrumentation delivery, transportation schedules, weather and slope conditions. The field teams will apprise the DOT&PF if delays to the work are anticipated.

1.5 KEY PROJECT FIELD PERSONNEL AND QUALIFICATIONS

Field reconnaissance and rope access of the project site will be conducted by a team of experienced geologists, geotechnical engineers, and geophysicists. Terrestrial survey services will be conducted by an experienced professional land surveyor. Proposed field personnel are listed in **Table 1-1**. Both primary and alternate personnel are listed.

TABLE 1-1: KEY PROJECT FIELD PERSONNEL

Name / Company & Role	Qualifications
Primary	
Ben George / LT Investigation Team Leader	17 years of geotechnical engineering, geologic, and rope access experience
Charlie Hammond / LT Engineering Geologist	30 years of engineering geology experience
Darren Beckstrand / LT Senior Geologist	21 years of engineering geology experience
Noah Kimmes / LT Project Engineer	5 years of geotechnical engineering, geologic, and rope access experience
AJ Griffin / R&M Senior Professional Land Surveyor	21 years of surveying experience
Andy Siemens / S&A Senior Geophysicist	More than 25 years of geophysical exper
Alternates	
Brent Black / LT Lead Engineering Geologist	30 years of engineering geology experience
Adam Koslofsky / LT Associate Geologist	17 years of engineering geology and rope access experience
Logan Alexander / LT Associate Engineer	10 years of geotechnical engineering, and rope access experience
Sebastian Dirringer / LT Project Geologist	6 years of engineering geology and rope access experience
Chris Fell / R&M Senior Geologist	15 years of engineering geology experience
Aaron Banks / R&M Senior Geologist	21 years of engineering geology experience

1.6 FIELD CONTACTS

General work status and progress will be coordinated with Travis Eckhoff (DOT&PF, SRD-Materials) by phone at (907) 328-8693 or by email at travis.eckhoff@alaska.gov and Aaron Banks (R&M, Project Manager) by phone at (907) 646-9684 or by email at abanks@rmconsult.com .

2.0 REGIONAL DESCRIPTION

The Haines landslide is located on the Chilkat Peninsula along Beach Road approximately 1.5 miles southeast of downtown Haines. Drawings **A-01 through A-02** of Appendix A provide location and vicinity, and reconnaissance location maps.

2.1 TOPOGRAPHY

Topography at the project site generally consists of rounded even-topped ridges rising to about 1,600 in elevation above the adjacent Chilkoot Inlet. This slide itself rises to an elevation of 800 feet and slopes down at an angle of about 20 degrees to the northeast where it terminates into Chilkoot Inlet.

2.2 SURFACE DRAINAGE

Drainage at project area generally occurs via sheet flow down vegetated slopes into the underlying soils. Much of this water infiltrates soils with some flowing to nearby thaw lakes or limited streams and creeks within the area. Within the existing slide path, there is a general lack of established drainage which contributes to numerous areas of ponded water and saturated soils, particularly after major storm events.

2.3 VEGETATION

Vegetation in the Haines area consists of Coastal Western Hemlock – Sitka Spruce Forest biotic community. Within this biotic community, the dominant tree species are western hemlock and Sitka spruce with smaller amounts of Alaska cedar and red cedar. Black cottonwood usually invades newly deposited alluvium and glacial material. Understory vegetation includes shrubs and young conifers. Moss covers the ground, and lichens drape from many trees (AEIDC, 1976).

2.4 GENERAL GEOLOGY

The project site is located within the Chatham Trough physiographic province. The Chatham Trough is a deep, straight trench 4-15 miles, which is entirely below the sea except for its north end located in the Haines region. The Chatham trough probably marks a major fault line. Rocks on opposite sides of the trough do not match across the trough, either in their structure or in their age. It probably owes its greater depth to glacial erosion of relatively soft rocks (Wahrhaftig, 1965).

Haines is located on a low relief peninsula occupied by slough and floodplain deposits associated with a former channel of the Chilkat River. These sediments are Quaternary in age and overlie Cretaceous undifferentiated ultramafic bedrock, gabbro and diorite (Gehrels and Berg, 1992) (March, 1987).

During the late Pleistocene, glaciers covered the Southeast Alaska region. The entirety of the Haines area is inferred to have been glaciated with up to 5,000 feet of ice (Coulter, 1965). The region is considered to be generally free of permafrost, although a few small isolated masses of occur at high altitudes, and in lowland areas where ground insulation is high and ground insolation is low (Ferrians, 1965).

2.5 GROUNDWATER CONDITIONS

Due to the steep topography and relatively shallow bedrock at the project site, groundwater is only expected to be perched in nature and situated near the bedrock interface. Outside of the project site and in more level areas, groundwater is expected to be found in poorly drained areas of muskeg.

2.6 CLIMATE

The project area experiences a maritime climate. Based on climate data recorded at the Haines National Weather Service weather station: the mean annual air temperature is approximately 41.8 degrees Fahrenheit (°F), with minimum and maximum monthly averages of approximately -19.3 °F (January) and 65.7 °F (July), respectively. The area receives an average of approximately 47.77 inches of precipitation per year, with maximum monthly mean of approximately 20.37 inches in October (WRCC, 2021).

3.0 SITE ACTIVITIES EXPLORATION PLAN

This site activities exploration plan provides details on investigation methods and site activities, to occur once the planning phase has been completed.

3.1 SUMMER GEOTECHNICAL INVESTIGATION AND ANALYSIS

The summer geotechnical reconnaissance and geotechnical/geophysical investigations require planning and implementation of activities and support needs, including safety measures in this high-risk environment, and coordination with agencies, emergency personnel, and vendors/contractors. Flexibility is necessary to achieve the workscope in this environment. The reconnaissance includes technical expertise efforts in the office in addition to field staff onsite for planning and processing geotechnical observations to fast-track and test findings expediently. The team of key experts provided by R&M and LT during the winter reconnaissance will be maintained during additional reconnaissance and investigation efforts. The durations of staff involvement are approximate and may be adjusted as the work progresses.

There are significant risks associated with reconnoitering an unstable debris flow landslide and marginally-stable slopes adjacent to the landslide due to the potential for creep movements, sudden accelerations of slide movement, reactivations of slide lobes, and traversing across ground where large tension cracks, cavities and liquefied zones exist but may be hidden. R&M and LT will revise the Site Safety, Health and Environment Plan (SSHE) and Activity Hazard Analyses (AHA) as appropriate for the new activities and as site conditions evolve.

During the reconnaissance, locations for surface instruments, geotechnical borings, survey prisms, geophysical lines, and test pits will be identified. Those identified areas will be cleared of trees and debris in advance to facilitate the planned investigations.

3.1.1 SUMMER FIELD RECONNAISSANCE (TASK 5.1)

Prior to deployment, a review of additional 2014 LiDAR will be conducted at LT offices to update geomorphic interpretations and identify target areas of interest for surface observation. LT will then compile mapping materials, field supplies, and rope access gear.

Three LT geotechnical staff will travel one-way from Portland to Haines via air. The field reconnaissance anticipates three LT staff will be onsite for an 8-day period based on weather and flight schedules, assuming an average of 10 hours per day per person. An additional 2 days will be required for travel to and from Haines.

Upon arrival into Haines, we will coordinate with the Haines Borough to acquire radios and develop daily communication protocols. Reconnaissance will include several targeted mapping efforts to characterize landslide features, the headscarp/sidescarps, the eastern tension crack area, drainages/springs/wet areas, bedrock areas, the basin/hollow south of the slide, and other areas of interest. Locations will be accessed by foot and with use of rope access equipment as necessary. Landslide features such as lobes of colluvium, potential flow paths, source area and flow path for the secondary slide event, etc. will be evaluated and sampled as accessible. Springs and residential spring-water collection systems will be identified and characterized. These evaluations and characterizations will be used to refine our landslide hazard analyses and causation interpretations.

During the reconnaissance surface instrumentation locations, supplemental test pit locations, proposed borehole locations (to be drilled under next phase) will be confirmed and marked. Likewise, potential locations for prisms will be identified for use in a robotic total station monitoring approach. Should monitoring locations be accessible and materials available, prisms may be installed.

Additional test pits will be conducted along the interim road to further characterize subsurface materials, measure the thickness of slide debris materials over the road, collect material samples, and possibly identify potential scour areas. A local contractor is being retained to perform the test pit excavations.

Samples of slide debris, colluvium/alluvium, and bedrock materials collected during reconnaissance and test pit work will be shipped to a testing laboratory for further characterization, to be performed (or outsourced) by R&M. Anticipated testing would include (but not limited to): gradations, moisture contents, Atterberg limits, and rock petrology. Laboratory testing will be used to refine landslide interpretations and to develop slope stability models.

LT will verbally update DOT&PF and R&M at the end of each field day on progress and planned work for the next day. As the spring reconnaissance proceeds, acquired data and observations will be incorporated by office staff to update geologic interpretations and re-evaluate remaining data and monitoring needs.

3.1.2 SURFACE INSTRUMENTATION INSTALLATION (TASK 5.2)

Understanding weather conditions, soil moisture, and temperatures in and around the slide is a critical aspect to forecasting potential movements or changes in stability. LT will continue to provide input to DGGs for implementation of a weather station that can eventually be incorporated into an early warning system. Instruments such as tipping-bucket rain-gauge, temperature thermistors, humidity sensors, snow depth sensors, soil moisture sensors, and wind meters are being considered by DGGs. Data logging and telemetry of the data to an offsite computer server will be part of the weather station design. It is anticipated DGGs will incorporate an automated data acquisition system (ADAS). In the interim, the surface instrumentation (i.e. extensometers) will be independent of the DGGs weather station ADAS. Should the test borings be completed at a later phase, an ADAS could be set up to collect and distribute the extensometer, MEMs, and VWP data in conjunction with the DGGs ADAS.

The tension cracks east of the headscarp are features of concern. The stability of the slope materials directly adjacent to the eastern sidescarp is not known and estimated to marginally stable due to the presence of the tension cracks. Our plan includes efforts to design, layout and install six extensometers, which are long distance extensometer rods/cables would extend on the order of 50 feet across the tension cracks and downslope onto the interpreted slump mass. Design and layout work will include: i) determining hardware requirements, ii) procuring instruments, data loggers, enclosures, and associated hardware, iii) building data logger equipment and developing logger programming, iv) determining data output needs, v) bench testing instrumentation equipment and programming, and vi) shipment/installation of the meters, data loggers, and enclosures, and similar. We have estimated one LT personnel will require two weeks of work in the office to design, build, test and ship the instrumentation. Installations will require a minimum of three LT personnel over a 9-day period onsite with helicopter support.

The surface instrumentation/monitoring program will also include installation of a robotic total station that will measure changes on and around the landslide perimeter at locations identified during Task 5.1 (Spring Reconnaissance). LT will assist R&M with locating prisms (as described in Task 5.1) and total station equipment.

Understanding weather conditions, soil moisture, and temperatures in and around the slide is a critical aspect to forecasting potential movements or changes in stability. LT will continue to provide input to DGGs for implementation of a weather station that can eventually be incorporated into an early warning system. Instruments such as tipping-bucket rain-gauge, temperature thermistors, humidity sensors, snow depth sensors, soil moisture sensors, and wind meters are being considered by DGGs. Data logging and telemetry of the data to an offsite computer server will be part of the weather station design. It is anticipated DGGs will incorporate an automated data acquisition system (ADAS). In the interim, the surface instrumentation (i.e. extensometers) will be independent of the DGGs weather station ADAS. Should the test borings be completed at a later phase, an ADAS could be set up to collect and distribute the extensometer, MEMs, and VWP data in conjunction with the DGGs ADAS.

Periodic review and analysis of the surface instrumentation data will be conducted by LT remotely as data becomes available. A baseline of site conditions will be evaluated and, subsequently, will be discussed with DGGs and DOT&PF. It should be noted collection of seasonal data is critical for understanding site conditions and changes. Trends will be evaluated over a full season (i.e., summer 2021 through 2022) as data is collected and baseline conditions are better understood.

3.1.3 SUBSURFACE INVESTIGATION (TASK 5.3)

Additional test pits will be conducted at a midslope location within the landslide body at the discretion of the Lead Engineering Geologist. These test pits will be conducted to characterize the slide mass, sample materials, and attempt to identify bedrock areas. It is anticipated the midslope pits will be accessed via the interim road and/or Mt. Riley Road. A local contractor would be retained to perform the test pit excavations. We have included four days for an LT person to observe road pioneering and test pit excavations plus travel.

PLEASE NOTE: THE COMPLETION OF GEOTECHNICAL BORINGS AND SUBSURFACE INSTRUMENT INSTALLATION PORTION OF THIS TASK HAVE BEEN POSTPONED UNTIL FUTHER NOTICE. TEST PITTING OPERATIONS ARE STILL PLANNED TO OCCUR. THE FOLLOWING TASK DESCRIPTIONS ARE ONLY PROVIDED TO MAINTAIN CONTINUITY WITH REGARD TO THE OVERALL PROJECT OBJECTIVES PRESENTED IN THE PRELIMINARY FINDINGS REPORT (LT, 2021).

An understanding of subsurface conditions is required in order to refine landslide interpretations so that slope stability models can be developed. Geologic hazard mechanisms, slide geometry, geologic stratigraphy, structural orientations, groundwater conditions, and material strength properties are key elements of a slope stability model. All these elements would be evaluated with completion of a subsurface investigation and laboratory testing of collected samples. As detailed in the Winter Reconnaissance, Preliminary Findings Report (LT, 2021), we recommend completion of 12 borings.

Completion of subsurface investigations will require several coordination aspects. We can work with specialized drilling contractors to perform helicopter accessed explorations to mobilize equipment and support daily operations. There may be an option to utilize multiple contractors,

therefore we have included two driller mobilization costs. Nine of the boring locations will require clearing trees from an approximate 30- by 30-foot area. Due to the location of the borings, water is not readily available; therefore, we anticipate helicopter support for delivery of water to all boring locations, except those adjacent to Beach Road.

To understand groundwater conditions, measure pore pressures, and determine if slope movement is occurring, each boring will have vibrating wire piezometer (VWP) and Measurand ShapeArrays © (consisting of continuous strings of MEMS displacement monitoring sensors). The VWPs can measure groundwater pressures at identified depths within the borehole and the MEMS strings can measure subsurface deformations. The VWPs and MEMS strings can be connected to data loggers and a telemetry system that can likely tie into the weather station ADAS. The data could be made available to the investigation team and various stakeholders.

Measurement of geologic structural orientations in boreholes will be accomplished with down-hole optical televiewing. An optical televiewer (camera) with magnetometers and accelerometers could be lowered into each boring to record oriented images of the exposed sidewalls. Geologic discontinuities could later be measured with use a proprietary computer software. This equipment can be rented and shipped to Haines during the subsurface investigation program.

We have planned that any rock core samples (collected during a later phase) could be shipped to DOT&PF facilities in Juneau for storage. As an alternative, samples could be stored at the DOT&PF construction offices in Haines.

3.1.4 GEOPHYSICAL SUBSURFACE INVESTIGATION PLANNING AND INTERPRETATION OF RESULTS (TASK 5.4)

The limited test pitting subsurface investigation will be supplemented with use of passive MASW and electrical resistivity methods. These geophysical methods will allow for more widespread interpretations of geologic stratigraphy and groundwater conditions. All geophysics conducted will be calibrated with use of the subsurface investigation results. Goals of the subsurface investigations include: i) estimation of colluvium thickness within the landslide, ii) estimation of overburden (colluvial) presence and thickness in areas outside of the landslide, iii) identification of bedrock areas outside of the landslide to assist with refinement of mapping (completed during Task 5.1), and iv) estimations of the depth to groundwater or presence of saturated conditions, if feasible.

A table presenting the proposed geophysical survey line locations is provided below and a figure depicting their location in relation to the project site is provided in Appendix A.

TABLE 3-1: PROPOSED GEOPHYSICAL SURVEY LOCATIONS

ID	Description	Latitude	Longitude	Elevation (ft.)
A1	Begin	-135.408814	59.219822	447.5
	End	-135.414252	59.22113	284.6
A2	Begin	-135.407632	59.217778	850.6
	Inflection 1	-135.408646	59.217897	880.3
	Inflection 2	-135.409146	59.218497	798.8
	End	-135.41435	59.219407	680.7
A3	Begin	-135.412183	59.217784	921.3
	End	-135.41165	59.221246	280.6
A4	Begin	-135.411363	59.21788	931.8
	End	-135.410053	59.220141	405.6
A5	Begin	-135.40791	59.217429	909.4
	End	-135.413801	59.218475	880.7
A6	Begin	-135.410543	59.217569	975.0
	End	-135.40901	59.22027	382.9
A7	Begin	-135.413851	59.218999	769.3
	End	-135.412926	59.22113	281.9
B1	Begin	-135.409327	59.2175	957.2
	End	-135.408318	59.219202	530.6
B2	Begin	-135.408701	59.217416	938.2
	End	-135.40745	59.219099	503.2
B3	Begin	-135.410053	59.220141	405.6
	End	-135.409115	59.221799	230.1
B4	Begin	-135.4078	59.220304	304.7
	End	-135.410132	59.220882	303.1

Notes: Geophysical lines identified with an A are considered a higher priority than those lines identified with a B.

The geophysical consultant will provide two to three personnel to perform field activities and R&M will provide two additional field personnel to assist with the geophysical investigations. LT will assist with evaluation and geologic interpretation of the geophysical subsurface investigation results with the data collected during the field reconnaissance and limited (test pitting) subsurface investigation.

3.1.5 UPDATED GEOTECHNICAL FINDINGS REPORT (TASK 5.5)

A Summer Investigation Findings report will be prepared that summarizes the investigation and monitoring results (which would update the evaluations and opinions in the prior Winter Reconnaissance Preliminary Findings Report (LT, 2021)). The preliminary findings report will be updated as appropriate with the results of Tasks 5.1 through 5.4. The updated figures, maps, cross sections will be incorporated, and a report will be compiled.

4.0 REPORTS

4.1 UPDATED GEOTECHNICAL FINDINGS REPORT

Upon completion of the Summer Reconnaissance and Geotechnical Investigation activities, geologic interpretations and analyses would be performed to evaluate potential geologic hazards and stability of slopes and the landslide. Geotechnical tasks include developing limited (based on test pit data) subsurface data summaries; developing instrumentation plots and trends; updating geology interpretations maps and geologic cross sections; summarizing bedrock conditions, including rock structures and mineralogy and petrology tests; preparing profiles of slide debris scouring and deposition along Beach Road; updating evaluations of landslide conditions and causation; evaluating of slope conditions of the upper east slope in vicinity of east tension crack; updating recommendations for possible supplemental geotechnical investigation (test borings) and instrumentation; performing preliminary slope stability and debris flow slide runout modeling analyses; etc.

The data gathered during Tasks 5.1 through 5.4 will be used to update interpretations and opinions offered in the preliminary findings report. The geology interpretative maps and cross sections will be refined, based on mapping and subsurface information. Landslide debris will be characterized, including estimates of slide debris deposition thicknesses and/or scoured conditions. Conditions of the tension cracks that are present on the eastern side of the headscarp will be evaluated and interpretations of geologic hazards will be developed. Bedrock conditions and geologic structure evaluations will be updated and refined so that interpretations of geologic hazards outside of the landslide area can be developed. Should additional work be necessary, recommendations will be presented.

An online portal would be used to display instrumentation data and trends. The consultant team will develop data plotting formats and will provide troubleshooting and management for 12 months.

Slope and slide stability analyses are planned to evaluate geologic risks during interim recovery efforts and for developing recommendations for debris removal where excavation cuts and/or fills made at the toe of the landslide runout are anticipated, but potentially could inadvertently exacerbate instability, hazards and risks. Slope stability models will be developed to estimate local and global stability along with models to analyze potential debris flow runout extents. Local and global stability models will be based on landslide geometry and hillside stratigraphy determined during the subsurface and geophysical investigations.

It is anticipated GeoStudio's computer program Slope/W will be utilized for slope stability modeling. Runout due to mobilization of materials within the landslide body as well as areas outside of the slide, as identified during Tasks 5.1 through 5.4, will likely be conducted with use of the computer program Flow-R. Models will be calibrated to known pre-slide and post-slide conditions and our understanding of slide geometries, adjacent site conditions, and material properties.

BGC will also provide peer reviews for this task so that landslide interpretations can be professionally vetted, and complex technical issues can be more understood. Their expertise in the areas of landslide/debris flow site characterization, monitoring, remote sensing, hazard and risk

assessment, etc. was quite useful for refinement of landslide interpretations. We will identify the key issues and facilitate the peer reviews, as needed.

A Summer Investigation Findings report will be prepared that summarizes the investigation and monitoring results (which would update the evaluations and opinions in the prior Winter Reconnaissance Preliminary Findings Report (LT, 2021)). The preliminary findings report will be updated as appropriate with the results of Tasks 5.1 through 5.4. The updated figures, maps, cross sections will be incorporated, and a report will be compiled.

4.2 FINDINGS REVIEW MEETING

A review meeting will be scheduled and attended with R&M, DOT&PF and appropriate stakeholders. Upon receipt of comments and completion of the review meeting the report will be finalized and resubmitted.

5.0 REFERENCES

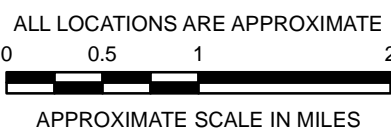
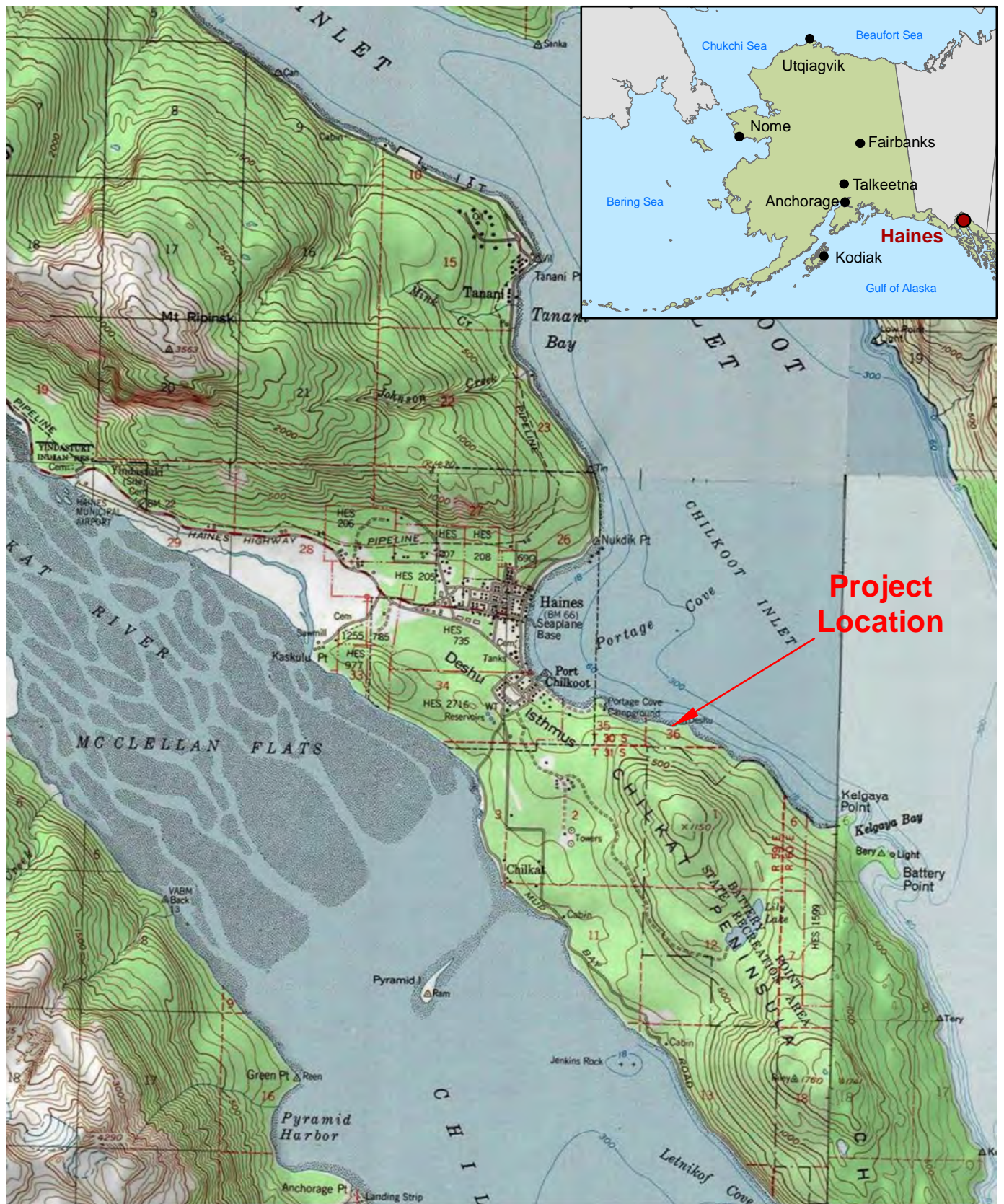
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APPENDIX A

DRAWINGS

Location and Vicinity Map	A-01
Potential Geotechnical Explorations	A-02
Potential Geophysical and Surveying Locations.....	A-03

Date Saved: 2/5/2021 3:27:24 PM by CFell Z:\GIS\Projects\2888\01\Map Documents\Task 2.1 Winter Recon\DWG_A-01_SiteLoc\vic_2888_WNTRRECON.mxd



NOTES:
Skagway A-2, USGS 15-minute quadrangle, 1:63,360



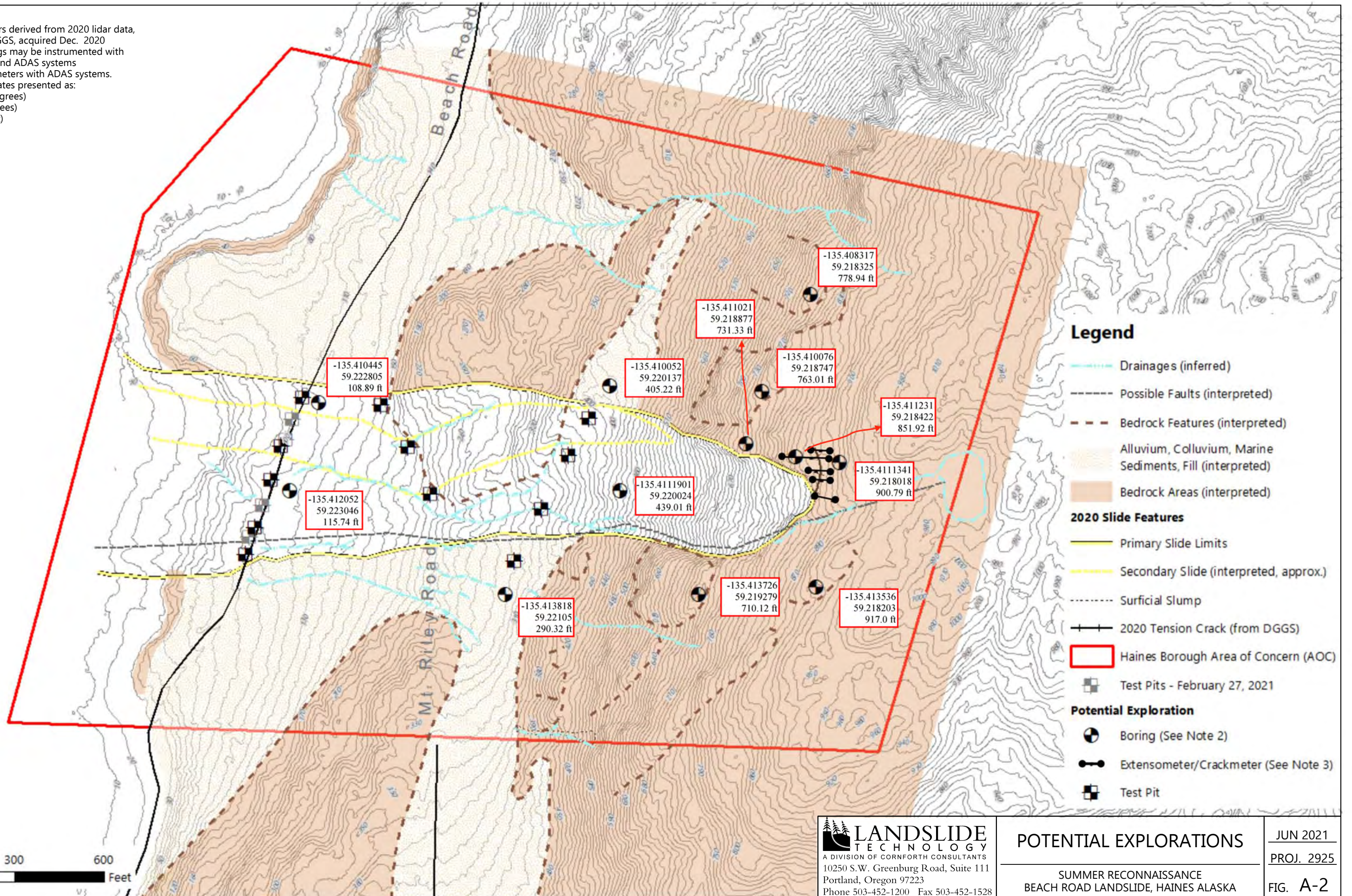
PREPARED BY:
R&M CONSULTANTS, INC.

WINTER RECONNAISSANCE
HAINES LANDSLIDE

LOCATION AND VICINITY

PROJ.NO: 2888.01
DATE: FEB 2021
REF: WNTR RECON
DRAWING NO.: A-01

- Note:
- 10-foot contours derived from 2020 lidar data, provided by DGGs, acquired Dec. 2020
 - Potential borings may be instrumented with MEMs, VWPs, and ADAS systems
 - Includes crackmeters with ADAS systems.
 - Boring coordinates presented as:
Longitude (degrees)
Latitude (degrees)
Elevation (feet)



- Legend**
- Drainages (inferred)
 - Possible Faults (interpreted)
 - Bedrock Features (interpreted)
 - Alluvium, Colluvium, Marine Sediments, Fill (interpreted)
 - Bedrock Areas (interpreted)
- 2020 Slide Features**
- Primary Slide Limits
 - Secondary Slide (interpreted, approx.)
 - Surficial Slump
 - 2020 Tension Crack (from DGGs)
 - Haines Borough Area of Concern (AOC)
- Potential Exploration**
- Test Pits - February 27, 2021
 - Boring (See Note 2)
 - Extensometer/Crackmeter (See Note 3)
 - Test Pit

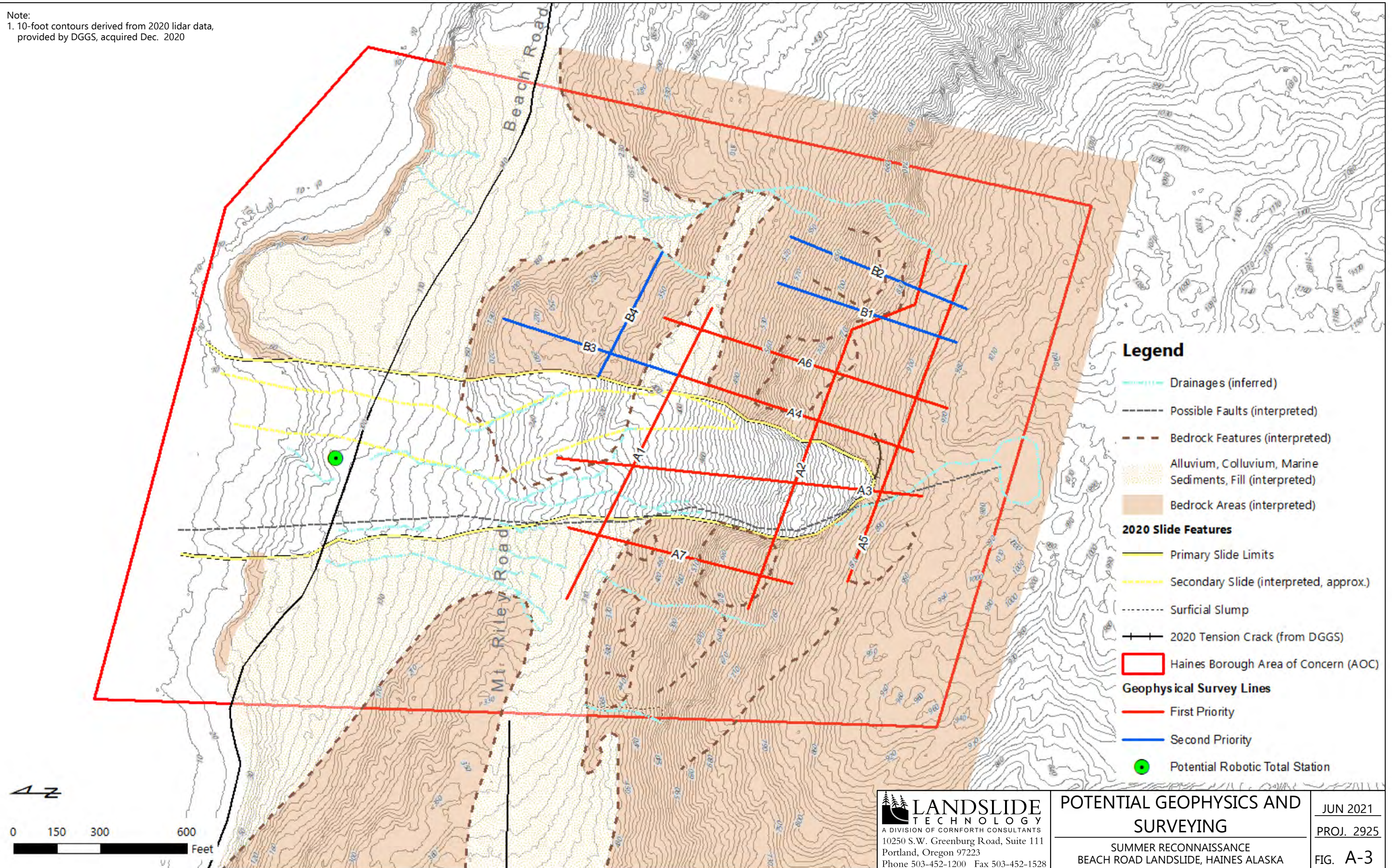


LANDSLIDE TECHNOLOGY
A DIVISION OF CORNFORTH CONSULTANTS
10250 S.W. Greenburg Road, Suite 111
Portland, Oregon 97223
Phone 503-452-1200 Fax 503-452-1528

POTENTIAL EXPLORATIONS
SUMMER RECONNAISSANCE
BEACH ROAD LANDSLIDE, HAINES ALASKA

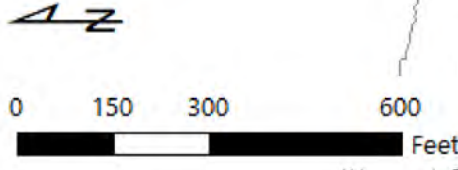
JUN 2021
PROJ. 2925
FIG. A-2

Note:
 1. 10-foot contours derived from 2020 lidar data,
 provided by DGGs, acquired Dec. 2020



Legend

- · — · — · Drainages (inferred)
- - - - - Possible Faults (interpreted)
- - - - - Bedrock Features (interpreted)
- Alluvium, Colluvium, Marine Sediments, Fill (interpreted)
- Bedrock Areas (interpreted)
- 2020 Slide Features**
- — — — — Primary Slide Limits
- - - - - Secondary Slide (interpreted, approx.)
- · · · · Surficial Slump
- + + + + + 2020 Tension Crack (from DGGs)
- Haines Borough Area of Concern (AOC)
- Geophysical Survey Lines**
- — — — — First Priority
- — — — — Second Priority
- Potential Robotic Total Station



LANDSLIDE TECHNOLOGY
 A DIVISION OF CORNFORTH CONSULTANTS
 10250 S.W. Greenburg Road, Suite 111
 Portland, Oregon 97223
 Phone 503-452-1200 Fax 503-452-1528

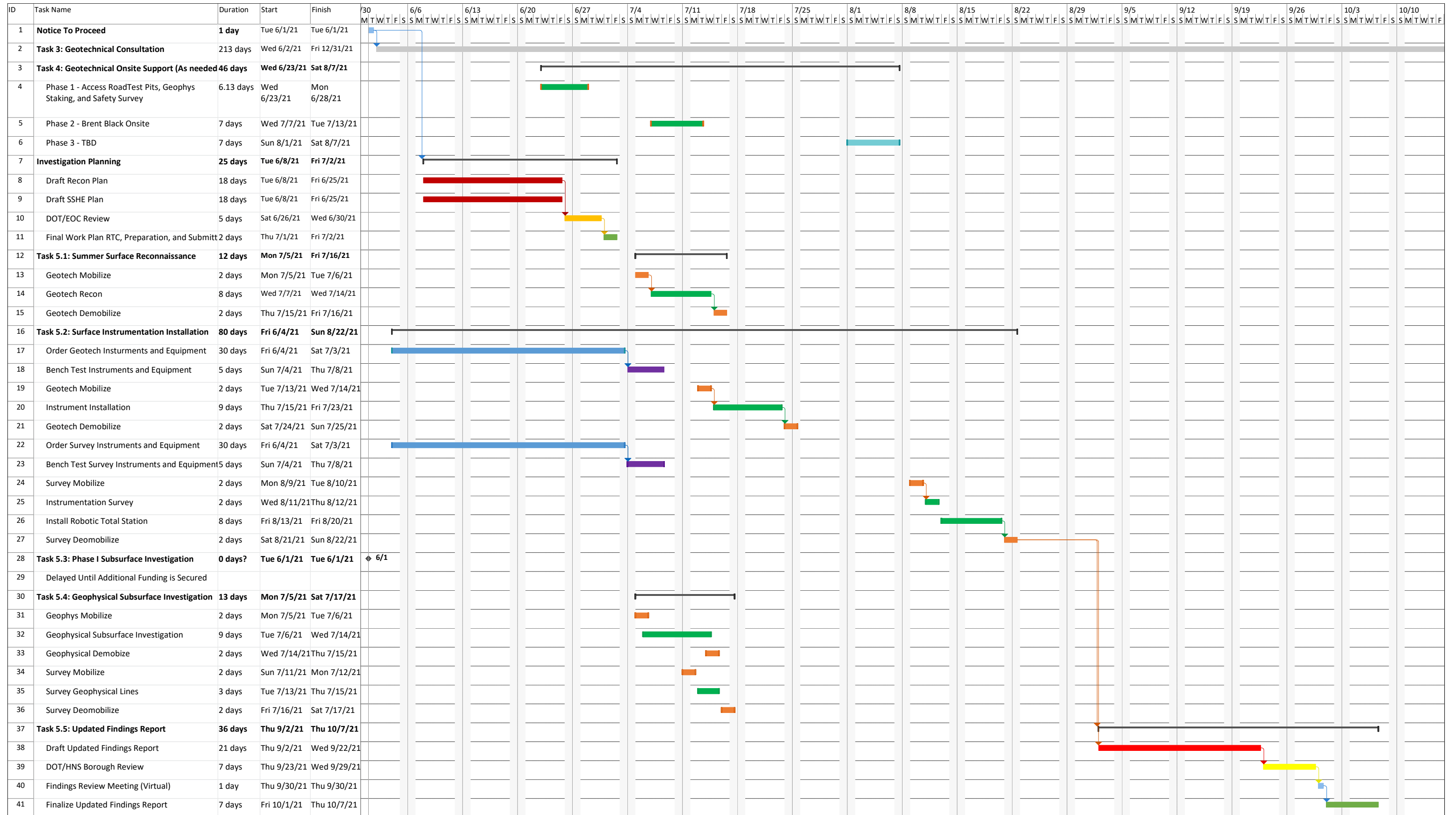
POTENTIAL GEOPHYSICS AND SURVEYING
 SUMMER RECONNAISSANCE
 BEACH ROAD LANDSLIDE, HAINES ALASKA

JUN 2021
 PROJ. 2925
 FIG. A-3

APPENDIX B

PROJECT SCHEDULE

Project Schedule1 Page





THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

11C1

Department of Commerce, Community,
and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

August 17, 2021

Haines Borough
Attn: Borough Clerk
VIA Email: afullerton@haines.ak.us

License Number:	12680
License Type:	Standard Marijuana Cultivation Facility
Licensee:	CAROL JEAN WALDO
Doing Business As:	Flower Mountain Farms
Physical Address:	17 helms loop spur Haines, AK 99827
Designated Licensee:	CAROL JEAN WALDO
Phone Number:	907-766-2631
Email Address:	waldogroup4@aptalaska.net

License Renewal Application **Endorsement Renewal Application**

AMCO has received a complete renewal application and/or endorsement renewal application for a marijuana establishment within your jurisdiction. This notice is required under 3 AAC 306.035(c)(2). Application documents will be sent to you separately via ZendTo.

To protest the approval of this application pursuant to 3 AAC 306.060, you must furnish the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of the date of this notice, and provide AMCO proof of service of the protest upon the applicant.

3 AAC 306.060 states that the board will uphold a local government protest and deny an application for a marijuana establishment license unless the board finds that a protest by a local government is arbitrary, capricious, and unreasonable. If the protest is a “conditional protest” as defined in 3 AAC 306.060(d)(2) and the application otherwise meets all the criteria set forth by the regulations, the Marijuana Control Board may approve the license renewal, but require the applicant to show to the board’s satisfaction that the requirements of the local government have been met before the director issues the license.

At the May 15, 2017, Marijuana Control Board meeting, the board delegated to me the authority to approve renewal applications with no protests, objections, or notices of violation. However, if a timely protest or objection is filed for this application, or if any notices of violation have been issued for this license, the board will consider the application. In those situations, a temporary license will be issued pending board consideration.

If you have any questions, please email amco.localgovernmentonly@alaska.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Glen Klinkhart". The signature is fluid and cursive, with the first name "Glen" being more prominent and the last name "Klinkhart" following in a similar style.

Glen Klinkhart, Director
907-269-0350



Alaska Marijuana Control Board
Form MJ-20: Renewal Application Certifications

What is this form?

This renewal application certifications form is required for all marijuana establishment license renewal applications. Each person signing an application for a marijuana establishment license must declare that he/she has read and is familiar with AS 17.38 and 3 AAC 306. A person other than a licensee may not have direct or indirect financial interest (as defined in 3 AAC 306.015(e)(1)) in the business for which a marijuana establishment license is issued, per 3 AAC 306.015(a).

This form must be completed and submitted to AMCO's main office by each licensee (as defined in 3 AAC 306.020(b)(2)) before any license renewal application will be considered complete.

Section 1 – Establishment Information

Enter information for the licensed establishment, as identified on the license application.

Licensee:	Carol Jean Waldo	License Number:	12680
License Type:	Standard Marijuana Cultivation		
Doing Business As:	Flower Mountain Farms		
Premises Address:	17 Helms Loop Spur		
City:	Haines	State:	AK ZIP: 99827

Section 2 – Individual Information

Enter information for the individual licensee who is completing this form.

Name:	Carol Jean Waldo
Title:	Owner

Section 3 – Violations & Charges

Read each line below, and then sign your initials in the box to the right of any applicable statements:

- I certify that I have **not** been convicted of any criminal charge in the previous two calendar years. *CW*
- I certify that I have **not** committed any civil violation of AS 04, AS 17.38, or 3 AAC 306 in the previous two calendar years. *CW*
- I certify that a notice of violation has **not** been issued to this license between July 1, 2020 and June 30, 2021. *CW*

Sign your initials to the following statement **only if you are unable to certify one or more of the above statements:** Initials

I have attached a written explanation for why I cannot certify one or more of the above statements, which includes the type of violation or offense, as required under 3 AAC 306.035(b).



Form MJ-20: Renewal Application Certifications

Section 4 – Certifications & Waiver

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that no person other than a licensee listed on my marijuana establishment license renewal application has a direct or indirect financial interest, as defined in 3 AAC 306.015(e)(1), in the business for which the marijuana establishment license has been issued.

cu

I certify that I meet the residency requirement under AS 43.23 or I have submitted a residency exception affidavit (MJ-20a) along with this application.

cu

I certify that this establishment complies with any applicable health, fire, safety, or tax statute, ordinance, regulation, or other law in the state.

cu

I certify that the license is operated in accordance with the operating plan currently approved by the Marijuana Control Board.

cu

I certify that I am operating in compliance with the Alaska Department of Labor and Workforce Development's laws and requirements pertaining to employees.

cu

I certify that I have not violated any restrictions pertaining to this particular license type, and that this license has not been operated in violation of a condition or restriction imposed by the Marijuana Control Board.

cu

I certify that I understand that providing a false statement on this form, the online application, or any other form provided by or to AMCO is grounds for rejection or denial of this application or revocation of any license issued.

cu

I, Carol Jean Waldo, hereby waive my confidentiality rights under AS 43.05.230(a) and authorize the State of Alaska, Department of Revenue to disclose any and all tax information regarding this marijuana license to the Alcohol and Marijuana Control Office (AMCO) upon formal request as part of any official investigation as long as I hold, solely, or together with other parties, this marijuana license.

cu

As an applicant for a marijuana establishment license renewal, I declare under penalty of unsworn falsification that I have read and am familiar with AS 17.38 and 3 AAC 306, and that this application, including all accompanying schedules and statements, is true, correct, and complete. I agree to provide all information required by the Marijuana Control Board in support of this application and understand that failure to do so by any deadline given to me by AMCO staff may result in additional fees or expiration of this license.

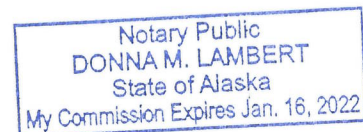
[Handwritten Signature]
Signature of licensee

[Handwritten Signature]
Notary Public in and for the State of Alaska

Carol Jean Waldo
Printed name of licensee

My commission expires: 1-16-2022

Subscribed and sworn to before me this 3 day of June, 2021.



**Employment Agreement
Haines Borough Manager
Annette Kreitzer**

This Agreement, effective October 1, 2021, is between the Haines Borough, Alaska, (hereinafter "Borough"), a municipal corporation, and Annette Kreitzer ("Manager"), and is effective as provided below. This Agreement is based upon the following premises:

WHEREAS, the Borough wishes to employ the Manager, in accordance with the Borough's authority under State law, the Haines Borough Charter and the Haines Borough Code, and the Manager wishes to be employed by the Borough; and

WHEREAS, the Borough and the Manager wish to memorialize the terms and conditions of the Manager's employment by the Borough, including benefits, conditions of employment, and working conditions.

Section I: DUTIES

The Manager shall be employed by the Haines Borough and hold the title 'Borough Manager.' The Manager shall perform all duties and discharge all responsibilities of that position as prescribed by the laws of the State of Alaska, the Charter of the Haines Borough, the Haines Borough Code, the direction of the Borough Assembly and the most recent description for the position (attached.) The Manager reports to the Mayor and the Borough Assembly and shall maintain residency within the Haines Borough during the entire term of this Agreement.

In addition to the standard Haines Borough Financial Disclosure Statement, the Manager shall disclose any financial interest in, or income received from any company or business operating within the Haines Borough.

Section II: COMPENSATION

- A. Salary.** In return for services, the Manager shall receive an annual salary of \$130,000 payable in installments in accordance with the Borough's code and customary practice. Merit increases in pay for the manager shall be considered by the assembly at the sole discretion of the Assembly.
- B. Exempt Position.** The Manager acknowledges the position of Borough Manager is salaried and exempt from overtime requirements. The Manager understands and agrees she is exempt under the Fair Labor Standards Act (FLSA) and the Borough and Manager further acknowledge that, while the Manager will often be required to work in excess of 40 hours per week and 8 hours per day, the Manager shall have the flexibility in scheduling the performance of her duties that is customarily afforded to salaried, exempt administrative employees. Both parties agree this position is not appropriate for remote employment.

Employment Agreement

Haines Borough Manager

Annette Kreitzer

C. Union. The Manager is an officer of the Borough and, as such, shall not be a member of the borough employee's union or subject to the collective bargaining agreement.

D. Benefits.

1. **Health Insurance.** The Borough shall provide for health care insurance for the Manager through the Borough's group health insurance policy. The Manager shall pay a share of the monthly premiums equal to the share paid by all Borough employees. The Borough shall pay the balance of the monthly premium.
2. **Retirement.** The Borough shall contribute the Borough's share of contributions to the Alaska Public Employees' Retirement System (PERS) on behalf of the Manager.
3. **Leave.** The Manager shall accrue 20 working days (160 hours) of personal leave per year. Personal leave accrued but not used shall accumulate to a maximum of 480 hours. The Manager shall take at least 10 working days (80 hours) off per fiscal year, five of which must be taken consecutively. Any request for leave exceeding two consecutive weeks must be approved by the Borough Assembly. The Manager may cash in accrued unused personal leave, provided the request does not result in a personal leave balance of less than 80 hours. In addition, upon resignation or termination the Manager may cash in up to 80 hours of accrued unused personal leave. In addition to personal leave, the manager shall be entitled to 5 days (40 hours) of executive leave per HBC 2.86.
4. **Holidays.** The Manager shall receive as paid holidays, not chargeable as leave time, the same holidays provided to Borough Employees under HBC 2.76.170.
5. **Moving Expenses.** The Haines Borough Assembly will make a good faith effort to negotiate reimbursement of Manager's reasonable moving costs from Juneau to Haines following successful completion of the initial term.

E. Professional Development. The Borough shall budget and provide for the Borough Manager's selective participation in national, regional, state and local organizations necessary and desirable for the Borough Manager's participation in professional associations, including but not be limited to the International City/County Management Association (ICMA), Alaska Municipal Management Association (AMMA), and American Society of Public Administrators ongoing certifications and Alaska Municipal League. All activities included in this section shall be budgeted for annually and are subject to Assembly approval. The Borough shall budget and pay necessary and

Employment Agreement

Haines Borough Manager

Annette Kreitzer

reasonable registration, travel and subsistence expenses of the Manager for meetings to continue professional development and participation in official committees on which the Borough Manager serves as a member.

- F. **Technology.** The Borough shall provide office space for the Manager with the customary tools necessary to perform the job and maintain communication including, but not limited to, a computer, software, Internet, and smartphone.

Section III: PERFORMANCE EVALUATIONS

The Manager's performance shall be formally reviewed and evaluated by the Assembly after completion of 3 months of employment and again after 9 months of employment. Said review and evaluation will be based on the Manager's overall job performance. The Assembly shall provide the Manager with a summary written evaluation statement and provide an adequate opportunity for the Manager to discuss her evaluation with the Assembly. Thereafter, formal evaluations shall be annual.

Section IV: TERM, TERMINATION AND SEVERANCE PAY.

A. **TERM.**

1. **Initial Term.** The Borough hereby employs Ms. Kreitzer in the capacity of Borough Manager for an initial term of one year, commencing on October 1, 2021, and terminating on September 30, 2022.
2. **Contract Extensions.** Upon receipt of a satisfactory performance evaluation after 9 months of employment, the contract term shall be extended for an additional 2 years terminating on September 30, 2024.

B. **TERMINATION.**

This agreement and the Manager's employment under this agreement are terminable at will and at any time during the initial or extended term by the Borough Assembly subject to the provisions of this contract. Termination without cause may occur without any notice of any kind whatsoever, it being expressly and explicitly understood by the Manager that she holds her position at the will of the Borough Assembly. The Manager understands and agrees that no representations or course of conduct by the Borough Assembly will establish any legally enforceable expectation of continued employment by the Borough.

1. The Manager shall provide the Borough Assembly with written notice of her resignation no less than sixty (60) days prior to the effective date of her resignation or

Employment Agreement Haines Borough Manager Annette Kreitzer

expiration of this employment agreement. If the Manager quits or resigns without providing such notice, then the Manager shall forfeit all benefits which the Manager otherwise may be entitled to receive under this Agreement.

2. Dismissal and grievance procedures for borough employees provided in the Haines Borough Code shall not apply to the termination of the Manager's employment by the Borough Assembly.
3. If the Borough Assembly terminates the Manager's employment with cause, or if the Manager terminates her employment, regardless of cause, then the Manager shall receive no severance pay. For purposes of the Agreement, any of the following shall constitute "cause" for termination:
 - a. The Manager's failure to satisfactorily perform her duties in accordance with the provisions of this Agreement, or establish or maintain Haines Borough residency as required by this Agreement;
 - b. The Manager's failure to obey any lawful directive of the Assembly;
 - c. The Manager's willful failure to comply with the Charter of the Haines Borough Charter or the Haines Borough Code;
 - d. Conduct which the Borough Assembly reasonably believes reflects adversely on the Manager's position or on the Borough, including but not limited to:
 - i. acts involving dishonesty;
 - ii. fraudulent acts;
 - iii. embezzlement; or
 - iv. substance abuse.
4. **No termination with or without cause shall occur unless the Borough Assembly has consulted with the Borough Attorney regarding the termination prior to taking action.**
5. Termination with cause shall proceed as follows:
 - a. The Borough shall provide a written notice of the Borough's intent to terminate for cause to the Manager ("Notice"). The Notice shall:
 - i. specify the reasons termination with cause will be considered
 - ii. state the date and time the Borough Assembly will consider termination for cause
 - iii. state the intended effective date of the termination
 - iv. offer the Manager the opportunity for a pre-termination hearing to be held immediately prior to the time the Borough Assembly will consider termination.

Employment Agreement
Haines Borough Manager
Annette Kreitzer

- b. Notice shall be provided at least three (3) business days prior to the date the Borough Assembly will consider termination.
 - c. At the time Notice is provided the Borough may place the Borough Manager on paid leave effective immediately. Any paid leave shall expire on the day after the pre-termination hearing.
 - d. If the Manager wishes to participate in a pre-termination hearing the Manager shall notify the Borough Mayor no later than twenty-four (24) hours after receiving the Notice. The Manager's notice shall indicate whether the Manager wishes the pre-termination hearing to be held in public. Failure to notify the Borough shall be a waiver of the Manager's right to a pre-termination hearing. If the Manager does not request the pre-termination hearing to be held in public the hearing shall be held in executive session.
 - e. At the pre-termination hearing the Manager may be represented by counsel and shall have the right to present witnesses but shall not have the right to cross examine or question any member of the Assembly or any witness.
 - f. At the conclusion of the pre-termination hearing the Borough Assembly may take action in public session.
- C. **Severance Pay.** In the event the Borough Assembly terminates the Manager's employment without cause during the initial term, the Borough shall pay the Manager severance pay of one month's salary. In the event the Borough Assembly terminates the Manager's employment without cause following completion of the initial term, the Borough shall pay the Manager severance pay of four month's salary. For the purpose of this section, severance pay shall mean an amount equal to one month or four months prorated salary as applicable and all cashable leave the Manager is otherwise entitled to as of the date of termination under Section II (Compensation) of this Agreement. Severance pay shall be subject to all applicable local, state, and federal withholdings.
- D. **Termination Due to Charter Amendment:** If the voters of the Haines Borough approve an amendment to the Charter of the Haines Borough that has the effect of abolishing the office of Borough Manager, the Manager's employment shall be treated as terminated without cause as of the effective date of the Charter amendment, and the Manager shall be entitled to severance pay for a termination without cause as provided in this Agreement; *provided, however,* that the Manager shall not be entitled to severance pay if the Borough offers the Manager immediate reemployment within 30 days after the effective date of the Charter amendment in another Borough position with pay and benefits at least equal to pay and benefits received by the Manager immediately before the effective date of the Charter amendment.

Employment Agreement Haines Borough Manager Annette Kreitzer

Section V: OTHER EMPLOYMENT

It is recognized that the Manager must devote a great deal of time outside normal Borough office hours to the business of the Borough. Normal Borough office hours hereunder shall be construed to mean Monday through Friday (excluding Borough holidays), an 8-hour period sometime between 7:00am and 7:00pm. The Manager shall not undertake employment with any person or entity other than the Borough without prior approval of the Borough Assembly. Pre-existing corporate office duties and responsibilities are acknowledged and communication with business associates in matters deemed critical to those offices is allowed.

Section VI: INDEMNIFICATION

- A. The Borough shall defend and indemnify the Manager against any and all losses, damages, judgments, interest, settlements, fines, court costs, and other reasonable costs and expenses of legal proceedings including attorney's fees, and any other liabilities incurred by, imposed upon, or suffered by the Manager in connection with or resulting from any claim, action, suit, or proceeding, actual or threatened, arising out of or in connection with the performance of the Manager's duties. PROVIDED HOWEVER, that the Borough shall NOT be obliged to Indemnify, hold harmless or defend the Manager against any such claim or liability arising out of or resulting from acts or omissions that, in the sole judgment of the Borough, may occur or that may be alleged to have been caused by the Manager while acting outside the course of performing her official duties, or from any false, deceptive, dishonest or criminal act or omission under the laws and regulations of the United States of America, the state of Alaska or any political subdivision thereof.
- B. The borough shall bear the full cost of any fidelity or other bonds required of the Manager under any law or ordinance,

Section VII: GENERAL PROVISIONNS

- A. Any controversy or claim arising out of or related to this Agreement or the breach thereof shall be governed by the laws of the state of Alaska, and the Haines Borough, Alaska, and the forum for any legal proceeding thereon shall be the Superior Court for the State of Alaska, First Judicial District. The Manager agrees that venue for trial in any such action shall be in Haines, Alaska.
- B. This Agreement constitutes the entire Agreement between the Manager and the Borough, supersedes all prior oral and written understandings, if any, between the Borough and Annette Kreitzer, Borough Manager, which shall terminate as of the effective date of this Agreement.

**Employment Agreement
Haines Borough Manager
Annette Kreitzer**

- C. Any amendment to this Agreement must be in writing and signed by both parties to be effective. The Manager understands and agrees that no Borough employee, nor the Mayor nor any individual member of the Assembly, has any authority to make any promises to the Manager, or any authority to modify or alter the terms and conditions of this Agreement.

Except as required by this Agreement, or the laws of the state of Alaska, the Charter of the Haines Borough or the Haines Borough Code, the Borough's generally applicable personnel and employment policies and rules shall apply to the Manager's employment under this Agreement.

Section VIII: MEDIATION

As a condition precedent to filing any action in court with respect to any dispute arising out of or relating to this Agreement or arising out of or relating to the Manager's employment with the Borough, the Manager agrees to submit that dispute to mediation with a professional mediator mutually agreed to by the Manager and the Borough, and the Manager agrees to make a good faith effort to resolve the dispute in mediation.

Section IX: ACKNOWLEDGEMENT OF REPRESENTATION

The Manager acknowledges she has had a full opportunity to consult with attorneys of her choice before signing this Agreement. The Manager acknowledges she is not relying on any statements or representations made by any employees, representatives, officers, consultants, the Mayor, or Assembly members of the Borough in entering this Agreement, and she further acknowledges that she has not received and is not relying on any legal advice or representations by the Borough attorneys.

Section X: NOTICES

Notices pursuant to this Agreement shall be given by personal delivery, email transmission, or by deposit in the custody of the United States Postal Service, postage prepaid, addressed as follows:

Borough:

Haines Borough Clerk
Haines Borough
P.O. Box 1209
Haines, Alaska 99827
afullerton@haines.ak.us

Manager:

Annette Kreitzer
9440 Patricia Place
Juneau, AK 99801
akreitzer.ak@gmail.com

**Employment Agreement
Haines Borough Manager
Annette Kreitzer**

Notice shall be deemed given as of the date of personal service, email transmission, or as of the date of deposit of such written notice in the course of transmission in the United States Postal Service.

IN WITNESS WHEREOF, the Haines Borough Assembly has caused this Agreement to be signed and executed on the Borough Assembly's behalf by its Mayor and duly attested to by its Borough Clerk, and Annette Kreitzer has executed this Agreement for and on behalf of herself, on the day and year first written below.

THE UNDERSIGNED HAVE READ THIS AGREEMENT CAREFULLY AND HAVE HAD THE OPPORTUNITY TO HAVE THE AGREEMENT FULLY EXPLAINED BY THEIR RESPECTIVE ATTORNEYS. THE UNDERSIGNED FULLY UNDERSTAND THE BINDING EFFECT OF THIS AND ACKNOWLEDGE THAT THEY SIGN IT VOLUNTARILY.

Douglas Olerud, Mayor

Date Signed: _____

Attested by:

Aleka Fullerton, Borough Clerk



Annette Kreitzer

Date Signed: 8-16-21



11C3

Memo

Ports & Harbors

Date: August 19, 2021

To: Borough Manager / Borough Assembly

From: Shawn Bell, Harbormaster

Re: Sport Ramp Paving

It is the recommendation of the Harbormaster that the Haines Borough Assembly accept a negotiated 3 year extended warranty for the harbor parking lot paving.

Background

Hamilton Construction paved the parking lot in the late fall of 2020. Once completed, some deficiencies in the work were noted. Several "slick" spots with high oil content were visible and there was an area of poor asphalt compaction around the electrical equipment. In the early spring of 2021, several tire indents from parked buses were found at the west side of the lot.

Core samples of the asphalt were taken at the areas of concern in order to analyze the compaction and gradation.

PND reported back to the Borough that the oil content in some areas was high and the fines were also slightly high and out of spec. In all other areas, the core samples fell within specifications and were acceptable.

As a remedy to the "slick" spots in the parking lot, Hamilton has burned off the surface oil and added sand to those areas. The surface of the parking lot is expected to blend together with use.

The asphalt around the electrical panels has been removed and concrete poured in its place.

By contract, Hamilton Construction provides a 1 year warranty on the completed project.

Borough staff has discussed these deficiencies with PND and Hamilton Construction and have tentatively agreed to an extended 3 year warranty on the paving.

Alekka Fullerton

From: Alaska DOT and PF <dotpf.announcement@service.govdelivery.com>
Sent: Wednesday, August 18, 2021 11:15 AM
To: Alekka Fullerton
Subject: DOT&PF Seeks Public Review of 2022 Summer Ferry Schedule

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



FOR IMMEDIATE RELEASE: August 18, 2021

CONTACT: Sam Dapcevich, sam.dapcevich@alaska.gov, (907) 465-4503

DOT&PF Seeks Public Review of 2022 Summer Ferry Schedule
Comments may be submitted through August 31, 2021

(JUNEAU, Alaska) – The Alaska Department of Transportation and Public Facilities (DOT&PF) proposed Alaska Marine Highway System (AMHS) operating plan for May through September 2022 is now available for public review.

"This summer schedule will allow residents and visitors to make plans on our ferry system a year in advance, bringing certainty and reliability," noted Commissioner MacKinnon. "This is only possible because Governor Dunleavy forward funded the AMHS by 18-months, increased the ferry system budget year-over-year by \$8 million, and continues to push for reforms that will make for more sustainable ferry service in the face of continued budget deficits."

After finalizing the 2022 summer schedule, a full year of ferry sailings will be available for booking for the first time. This full-year schedule also allows for better-scheduled maintenance of the ferry fleet and offers reliability for Alaskan businesses that wish to utilize ferry service as a component of their business model. The forward funding that allows this further seasonal scheduling is just one of many additional efforts initiated by the Governor's Administrative Order 313 that formed the Alaska Marine Highway Reshaping Work Group, which recommended the forward funding concept.

"Together with the new Alaska Marine Highway Operations Board, which will be established after the October 11, 2021 effective date, Alaskans will see further reforms beyond the forward funding that directly improves AMHS service," stated Deputy Commissioner Rob Carpenter, who sits on the new advisory board. "And we appreciate the extraordinary support of Governor Dunleavy leading us to this exciting turning point. "

The proposed schedule patterns are based on adopted FY22 funding levels. The operating plan is designed to meet community service needs and maintain regulatory and safety standards for the vessels. This schedule leaves room for the addition of Prince Rupert if clearance requirements can be addressed. This schedule also allows Columbia, currently in overhaul, to provide additional service if staffing challenges, a current issue worldwide, can be overcome.

The draft schedule is available online with accompanying documents at https://dot.alaska.gov/amhs/doc/summer_considerations_2022.pdf.

AMHS is also interested in hearing about any need for special events scheduling and requests that organizers or communities give the event name, dates, location, and arrival/departure times needed for each special event.

Written comments are being accepted through August 31, 2021, via email at dot.amhs.comments@alaska.gov and by fax at (907) 228-6873. A public teleconference to hear additional comments and consider adjustments is scheduled for September 2, 2021, at 10:00 a.m. for Southeast schedules and at 1:30 p.m. for Southwest and Southcentral schedules. The meetings will take place at the Alaska Marine Highway Ketchikan Central Office, 7559 North Tongass Highway, for participants wishing to attend in person.

The toll-free number for joining both teleconferences is: 1-515-604-9000, access code 279613.

The Alaska Department of Transportation and Public Facilities oversees 239 airports, 10 ferries serving 35 communities, over 5,600 miles of highway and 776 public facilities throughout the state of Alaska. The mission of the department is to **"Keep Alaska Moving** through service and infrastructure."

###



SUBSCRIBER SERVICES

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This email was sent to afullerton@haines.ak.us using GovDelivery Communications Cloud on behalf of: Alaska Department of Transportation & Public Facilities · PO Box 112500 · Juneau, AK 99811 · 907-465-3900



July 2021

We want to communicate important information via this monthly report to help the community, as a whole, better understand the Long Term Recovery process.

Partner Spotlight: Chilkoot Indian Association



With funds received under the Imminent Threat Grant, CIA is honored to have the opportunity to assist Haines residents through the aftermath of the December 2nd 2020 disaster.

“The resilience that our neighbors, our families and our friends have shown during these stressful times has been inspiring,” shared

Administrator, Harriet Brouillette. CIA has completed 11 of the projects from 62 applicants. The Tribe will continue to contribute toward the community’s ultimate goal of rebuilding both the tangible losses as well as the spiritual damage caused by the disaster.

FREE Disaster Debris Removal:

As more residents return to their homes, the LTRG is transitioning its efforts to assist with unmet housing needs and support. One of the immediate needs identified was for a coordinated plan to address disaster-related residential construction/demolition and household debris.

A recent debris assessment survey was helpful in moving forward discussions with the Haines Borough, CIA and the LTRG Construction Committee, who are working to coordinate resources.

Free disposal for disaster-related residential construction/demolition and household debris from **approved households** will be available starting Friday August 20th through Saturday September 18th at the Haines Water Treatment Plant Transfer Station. *Special note: All refrigerators must be drained of Freon, which can be safely disposed of during the Haines Borough Hazardous Waste Day on August 13th & 14th.*

To determine if you are eligible, please complete the debris processing survey on the Haines LTRG FB page or at <https://www.hainesak.com/longterm-assistance>. **Deadline** for application is August 19th.

For questions or assistance with the disaster debris removal program, please contact Tanya Larsen (907)766-2323 x 123 or tlarsen@chilkoot-nsn.gov or Sylvia Heinz at HainesLTRG@gmail.com.

State Individual Assistance

(Funds distributed through 07/31/21)

Housing Assistance	\$ 226,640
Temporary Housing	\$ 72,647
Other Needs	\$ 91,251

Chilkoot Indian Association

HUD Imminent Threat Funding

(Funds distributed through 7/31/21)

Applications	74
Completed	13
Awarded	\$ 60,000

LTRG Individual Assistance

From: The Salvation Army, Chilkat Valley Community Foundation, Southeast Alaska Independent Living (SAIL), Haines Chamber, UMCOR and Haines Ministerial Association

Active Cases:	30
Completed Cases:	37
Total Cases:	67
Expended: \$	457,353

TOTAL HAINES CASES

120 (75 active, 45 completed)



Mission Statement

The mission of the Haines LTRG is to strengthen area-wide disaster coordination in our community by sharing information, simplifying resident access to services, collaborating to resolve cases with disaster-caused recovery needs, and working to identify and expand funding available for individuals and families impacted by the December 2020 storm event.

For more information, visit us online at <https://www.hainesak.com/longterm-assistance> or visit the Haines Long Term Recovery Group page on Facebook
 Email: Hainesltrg@gmail.com
 Phone: (907)766-2487 x124



HAINES VOLUNTEER FIRE DEPARTMENT

Box 849
Haines, AK 99827

Phone (907) 766-2115 Fax (907) 766-3373 hvfd@mac.com

DEPARTMENT ROSTER: JULY 28, 2021

Chief: Al Giddings
Assistant Chief: Darwin Feakes
Battalion Chief: Scott Bradford
Treasurer: Vince Hansen
Secretary: Cindy Jones
Medical Director: Dr. Noble Anderson
EMS Director: Julie Anderson

ENGINE COMPANY:

Captain: Matt Boron
1st Lieutenant: Dwight Downer
2nd Lieutenant: Shawn Bell

FIRE COMPANY:

Captain: Vince Hansen
1st Lieutenant: Matt Davis
2nd Lieutenant: Brian Clay

AMBULANCE COMPANY:

Captain: Al Badgley
1st Lieutenant: Thom Andriesen
2nd Lieutenant: Patty Brown

SAR COMPANY:

Captain: Sylvia Heinz
1st Lieutenant: Cindy Jones
2nd Lieutenant: Alan Jones
3rd Lieutenant: Zach Tarleton

ALPHA SQUAD:

Lyle Huff
Alan DePremesnil
Matt Davis
Sylvia Heinz
Matt Boron
Thom Andriesen
David McCoy
Cindy Jones
Nishan Wearasinghe
Alan Jones
Joe Oesterling

BRAVO SQUAD:

Patty Brown
Shawn Bell
Danielle Abernathy
Vince Hansen
Anissa Berry
Brian Clay
Krystal Norberg
Kent Larson
Jenn Walsh
Gabe Long
Joseph Orlando

CHARLIE SQUAD:

Cliff Miller
Tara Bicknell
Wendell Harren
Sean Gaffney
Kyle Clayton
Tim Thomas
Brady McGuire
Zach Tarleton
Dwight Downer
Al Badgley
Jayden Rowley