

MANAGER'S REPORT

DATE: January 18, 2024
TO: Mayor and Borough Assembly
FROM: Annette Kreitzer, Borough Manager

Assembly Follow-up:

1) Work with the Friends of Mosquito Lake School & Community Center/Four Winds Resource Center to produce a new MOU for administration of the Borough facility known as the Mosquito Lake School. – *We currently have an MOU with the FOMLSCS/FWRC, however we are still negotiating over funds raised and costs to the Borough vs other Borough facilities. Have had to set this aside to deal with more pressing issues. We are working with Delta Western to fuel more often and to do some barebones plowing to allow fuel delivery.*

Administration

HIRING:

- We are evaluating:
 - Police Chief position – Met with newly reconstituted Public Safety Advisory Board and Friends of Police regarding promoting Sgt. Josh Dryden to the position. The next step is to work with Sgt. Dryden on contract terms, and to discuss staffing.
 - IT support for the Library and potentially some position restructuring – this is still a work in progress.
 - Fire Chief position – NO UPDATE - We anticipate AP Triton to begin the Operational Audit-Fire Department Strategic Planning project this month. Following advice from Fire Chiefs and Administrators of other departments which have been either all volunteer or a mix of volunteer/paid staff, I initiated a request for proposals to assess the fire department's current practices and culture and to provide a road map for the next five years. This will assist the Fire Chief, Manager and Assembly in strengthening the department.

GRANT UPDATES:

SS4A – Safe Streets for All: We'll be meeting with the grant agency the week of February 5 to go over the grant agreement. The Haines Borough and Chilkoot Indian Association entered into an MOU in July 2023 to leverage our expertise and resources to make Haines Borough roads safer by applying for a grant to complete a joint Safety Action Plan. The Assembly adopted Resolution 23-06-1046 in support of the effort. We received word in mid-December that

our proposal was selected for an award of \$ 198,768.00 in Federal funding to develop an Action Plan.

DEC:

- Lead Service Line Inventory –
- This grant application (\$74,072) is in response to requirements of the federal Lead and Copper Rule Revisions (LCRR). The LCRR requires that all Community and Non-Transient Non-Community public water systems must compile an inventory to identify the materials used for each water service line connected to their distribution system. The material of the entire service line must be included, from the main to where the line enters the building. The maximum grant amount is \$75,000, with no matching funds required.
- Meeting internally to identify potential projects for Water and Wastewater projects for DEC's FY25 State Revolving Loan Fund program. Focus is on safety for employees and age of infrastructure.

COMPREHENSIVE PLAN:

- January 21 is the deadline for providing comments on the Interactive Comment Map at this link: <https://hainescompplanrevision.com/>
 - Here is the revised project schedule:
 - **January 21st** – Comment Map Closes.
 - **Week of February 5th** – Public Review Draft is released for a 45-day Comment Period.
 - **Week of February 12th** – Consultant Team visits Haines to launch and get initial feedback on the Public Review Draft. Tentative joint work session with the Planning Commission and Assembly, open houses in the Upper Valley and Townsite, and many other small group or community events to get feedback on the Draft Plan.
 - **Early February through end of March** – 45-Day Comment Period Opens and Closes. During this time, Agnew::Beck is planning topic-specific dialogues, in-person discussions, and other outreach to get robust and representative feedback from Haines residents and partners.
 - **Early April through May** – Plan is Revised, Finalized, and Moves through Adoption Process (with additional opportunities for community feedback!). During this time, all community input received on the Public Review Draft, will be published along with how the team is addressing those comments in the revised/Final Plan.

OTHER ISSUES:

- Lutak Dock- MARAD Response– As of 1/18/24, we have not had a response to our January 10, 2024 letter answering questions that MARAD had regarding the project.
- Porcupine Road/potential appeal of FEMA Determination Memo: The appeal memo putting forward the grounds for an appeal is in the packet. This memo is still being refined, but the grounds are fairly defined. We have 60 days from January 4 to provide an appeal to the

State, which has 60 days to respond to us before the appeal would be sent to FEMA. FEMA has 90 days to respond to an appeal.

- Purchase of Police Vehicle: The Assembly authorized the purchase of a Chevrolet Tahoe Police Vehicle via Resolution 23-11-1078. We purchase through the State of Alaska's contracts. The contractor, Wicked Chevrolet, was unable to secure a Tahoe for us due to high demand and low inventory. Silverado is available and provides the same level of law enforcement safety and performance upgrades that are found in the police vehicle package. The Silverado also provides more ground clearance, a locking rear differential and a beefier suspension package. This does not change the amount authorized in the resolution (\$85,000).

Lands/Assessment/Permitting

- Planning Commission provided support for "uninhibited recreation, e.g. dog walking, snow machining, xc-skiing, and similar activities" typically performed at the Borough's 34-mile property which has a longstanding contamination issue.
- This designation will assist the Brownfields Application which requires a designated re-use of the site and documented community support.
- I am having legal counsel review recommendations of the Property Tax Assessment Ad Hoc Advisory Board, where there are substantial changes. The group has specifically requested the Board of Equalization structure be prioritized in this review. Staff have been attending the Ad Hoc Advisory Board meetings, making note of changes we can accomplish this assessment season, seeking legal advice on what would be necessary to implement some of the recommendations and reviewing the proposals as they relate to the entire assessment process.

Tourism

- Tourism Director Rebecca (Reba) Hylton is on the agenda and looking forward to sharing her year-end tourism report.
- Revamping the Tourism website is a continuing project – taking it bit by bit.
- Working with Haines Huts & Trails by supporting a subscription to [Nordic Pulse](#), which is a real time Nordic Ski trail app showing conditions of ski trails. The app is popular in the Yukon and we believe will be popular with Haines' residents as well. The app should be available by next month. We are looking to see if we can import the information into Cityworks, which catalogs all of the Borough's streets.
- Winterfest, the Alcan 200, Kat 2 Koot Adventure Race and more are taking place February 16-17. Check the [Tourism web page](#) for more info.

Public Facilities/Public Works/Grants Administration

- We have received bids for the final work on the school roof, however the bids are higher than the budgeted amount of \$500,000. There will likely be a budget amendment once the bids have been scored and evaluated.
- Projects that Public Works Director Ed Coffland reports are going out for bid shortly include:

- 1) Jena's Playground (contractor will honor original bid)
- 2) Lily Lake Water Treatment Plant upgrade is to be reviewed by DEC prior to going out for bid.

Ports & Harbors

- Letnikof Harbor – Shaun McFarlane with moffatt & nichol presented initial thoughts at the Ports & Harbors Advisory Committee meeting January 18, but listened to Committee members experiences and concerns about the current facility and ideas committee members have for potential replacement of the Letnikof floats. Moffatt & nichol will bring several concepts to the committee for consideration and refining of the project.

Library

- Library Director Reba Heaton provided the following statistics for 2023 library uses:
 - 57,687 patrons
 - 9,036 people attended 689 programs or meetings
 - 25,668 uses of computer stations
 - 49,984 items were borrowed
- The Library is initiating several new programs
 - Exploring Horizons – which will start out as a lunch time program, exploring different arts and mediums, beginning with wildlife sketching.
 - Mending Club – an opportunity to discuss techniques of mending clothing as there have been a number of inquiries about darning knit materials.
 - AK101 – Advice on things Alaskan, such as how to sharpen a chainsaw chain.