# Haines Borough Borough Assembly Meeting #328 AGENDA

# January 10, 2017 - 6:30 p.m.

Location: Assembly Chambers, Public Safety Bldg.

**Jan Hill** Mayor

**Margaret Friedenauer** Assembly Member

**Heather Lende** Assembly Member

**Mike Case** Assembly Member

**Tresham Gregg** Assembly Member

**Tom Morphet** Assembly Member

**Ron Jackson** Assembly Member

**Julie Cozzi**, MMC Borough Clerk Acting Manager

**Alekka Fullerton** Deputy Clerk 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 <u>asterisk</u> (\*) and will be enacted by the motion to approve the agenda. There will be no separate discussion of these items unless an assembly member or other person so requests, in which event the asterisk will be removed and that item will be considered by the assembly on the regular agenda.]

### Consent Agenda:

3 - Approve Assembly Meeting Minutes

11A3 - Adopt Resolution 17-01-702

11B3 - Introduce Ordinance 17-01-448

11B4 - Introduce Ordinance 17-01-449

11C1 - Adopt Board Appointments

11C3 - Statement of non-objection to pending liquor license renewals

# \*3. APPROVAL OF MINUTES - 12/13/16 Regular

# 4. PUBLIC COMMENTS - Sign-up is NOT required

[This is for any topics not scheduled for public hearing.]

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/COMMENTS
  - A. HEDC Presentation
- 7. PUBLIC HEARINGS None
- 8. STAFF/FACILITY REPORTS
  - A. Director of Facilities Report

# 9. COMMITTEE/COMMISSION/BOARD REPORTS & APPROVED MINUTES

- A. Parks & Recreation Advisory Committee 11/16/16 Minutes & 12/5/16 Action Request
- B. Mobile Commercial Business Committee Final Report of December 16, 2016
- C. Port and Harbor Advisory Committee Minutes of 11/17/16 & 10/25/16 Action Request
- D. Assembly Board Liaison Reports
- E. Assembly Standing Committee Reports
  - 1. Personnel Committee Unanimously recommends Brad Ryan as Interim Manager.

# 10. UNFINISHED BUSINESS

# A. Ordinance 16-01-429

An Ordinance of the Haines Borough amending Haines Borough Code Section 18.30.040 to adjust code to match the actual planning commission meeting start time and to revise the review process for capital improvements and borough projects.

A version was introduced on 1/26/16, and hearings were held on 2/9 & 3/8. Following the second hearing, it was substituted with a draft proposed by staff. It was subsequently referred back to the planning commission (PC) for review. On 10/13, the PC voted to recommend a revision, and on 10/25, the assembly considered a new draft. Adoption was postponed pending more information from the PC. On 11/10, the PC reviewed the assembly's new comments & the pending primary amendment. They support a change from \$100K to \$25K. However, they propose replacing "other public facility" in the first sentence with "other borough projects" rather than "other public structures" as proposed in the amendment motion. Motions already on the table:

<u>Motion</u>: adopt the substitute Ord. 16-01-429 proposed by the Planning Commission.

<u>Primary Amendment</u>: "change \$100,000 to \$25,000 and replace "other public facility" with "other public structures."

#### 11. NEW BUSINESS

### A. Resolutions

#### 1. Resolution 16-12-700

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a contract with Wolverine Supply for the 2016 Wastewater Treatment Plant Upgrade project for an amount not to exceed \$1,933,900.

This resolution is recommended by the director of public facilities and the borough manager. **Motion:** Adopt Resolution 16-12-700.

## 2. Resolution 17-01-701

A Resolution of the Haines Borough Assembly directing the Borough Manager to allocate a minimum of \$420,457 from the Portage Cove Harbor Expansion project funds for Upland Development.

This resolution was requested by the assembly on 12/13/16. If adopted, it will require an appropriation ordinance to become effective. **Motion**: Adopt Resolution 17-01-701.

### \*3. Resolution 17-01-702

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to contract with S.E. Underwater Services in the amount of \$30,800 for the installation of 90 harbor anodes.

This resolution is recommended by the harbormaster. Motion: Adopt Resolution 17-01-702.

#### 4. Resolution 17-01-703

A Resolution of the Haines Borough Assembly directing the borough manager to postpone consideration of the heliski map committee and manager's recommendations until the summer of 2017 when a new committee will be established after reports from ADF&G are available and code revisions have been considered.

This resolution was requested by the assembly on 12/13/16. Motion: Adopt Resolution 17-01-703.

## **B.** Ordinances for Introduction

#### 1. Ordinance 16-10-445

An Ordinance of the Haines Borough amending Borough Code Subsection 5.18.080(I)(b) to clarify the membership makeup of heliski map amendment committees.

On 10/25/16, a draft was referred to the Tourism Advisory Board for review. The TAB has recommended revisions. Motion: Introduce the revised draft of Ordinance 16-10-445 and set a first public hearing for 1/24/17 and a second public hearing for 2/14/17.

#### 2. Ordinance 17-01-447

An Ordinance of the Haines Borough amending Haines Borough Code Title 5 Subsection 5.18.080(I) to eliminate reference to a heliski map advisory committee in order to shift to the Borough Assembly the responsibilities for reviewing map amendment proposals.

This ordinance was drafted and proposed by assembly member Morphet. <u>Motion</u>: Introduce the revised draft of Ordinance 17-01-447 and set a first public hearing for 1/24/17 and a second public hearing for 2/14/17.

# \*3. Ordinance 17-01-448

An Ordinance of the Haines Borough amending Haines Borough Code Title 12 to designate Haines Borough parks and establish definitions and regulations.

This ordinance is recommended by the Planning Commission and the Parks & Recreation Advisory Committee. <u>Motion</u>: Introduce Ordinance 17-01-448 and set a first public hearing for 1/24/17 and a second public hearing for 2/14/17.

### \*4. <u>Ordinance 17-01-449</u>

An Ordinance of the Haines Borough amending Haines Borough Code Title 18 Subsection 18.30.040(C) to clarify the publishing of planning commission agendas and packet.

This ordinance is recommended by the Planning Commission. <u>Motion</u>: Introduce Ordinance 17-01-449 and set a first public hearing for 1/24/17 and a second public hearing for 2/14/17.

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

#### C. Other New Business

### \*1. Board Appointments

(Re)appointment applications have been received for seats on advisory groups. The mayor plans to make the appointments and seeks assembly confirmation. Motion: Confirm the mayor's (re)appointment of 1) Annette Smith to the Chilkat Center Advisory Board for a term ending 11/30/18; 2) Joe Parnell, Kyle Gray and Tara Bicknell to the Chilkat Center Advisory Board for terms ending 11/30/19; 3) Anthony Habra to the Museum Board with a term ending 11/30/19; 4) Meghan Elliot and Jenty Fowler to the Library Board for terms ending 11/30/19; 5) Brad Badger, Norman Hughes, Fred Gray and Diana Lapham to the Port and Harbor Advisory Committee for terms ending 11/30/18; 6) Robert Venables and Sean McLaughlin to the Fire Service Area No. 3 for terms ending 11/30/17; 7) Sage Thomas and John Teremzi to the Fire Service Area No. 3 for terms ending 11/30/18; 8) Dave Pahl to the Riverview Drive RMSA for a term ending 11/30/19; 10) Darsie Culbeck to the Historic Dalton Trail RMSA for a term ending 11/30/19; and 12) Michael Marks to the Letnikof Estate RMSA for a term ending 11/30/19.

### 2. Sales Tax Exemption Request - Haines Volunteer Fire Department

This 501(c)3 organization applied for sales tax exemption status as allowed by HBC 3.80.050(13). Motion: Approve the request from Haines Volunteer Fire Department for sales tax exemption status, and authorize the borough clerk to issue an exemption certificate.

## \*3. <u>Liquor License Renewals</u>

The Alaska Alcohol Beverage Control Board has notified the borough of pending liquor license renewals for Haines Brewing Company (brewery license) and Outfitter Liquor Store (package store license). The Board, prior to its final approval, is giving the local government an opportunity to make a statement, if so desired. Since these are pre-existing liquor licenses, assembly action is optional.

### 4. Interim Manager Appointment

During a special meeting on 1/3/17, the borough assembly interviewed Brad Ryan and Dave Palmer for appointment to the position of interim borough manager. The assembly passed a motion that the appointment would be made during this meeting. The assembly will need to follow the appointment with a motion authorizing compensation. Motion: Appoint as Interim Borough Manager until a regular borough manager is appointed.

### 12. CORRESPONDENCE/REQUESTS

#### A. Senior Village Loan Request

This agenda item was requested by Assembly Member Lende. If the Assembly approves of the concept, it should be referred to the finance committee and ultimately an ordinance adopting a loan agreement would be required.

- 13. SET MEETING DATES
- 14. PUBLIC COMMENTS
- 15. ANNOUNCEMENTS/ASSEMBLY COMMENTS
- **16. ADJOURNMENT**

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