

**Haines Borough**  
**Borough Assembly Meeting #245**  
**AGENDA**

**May 14, 2013 - 6:30 p.m.**

**Location: Assembly Chambers, Public Safety Bldg.**

**Stephanie Scott,**  
Mayor

**Dave Berry Jr.,**  
Seat A  
Assembly Member

**Steve Vick,**  
Seat B  
Assembly Member

**Debra Schnabel,**  
Seat C  
Assembly Member

**Joanne Waterman,**  
Seat D  
Assembly Member

**Norman Smith,**  
Seat E  
Assembly Member

**Jerry Lapp,**  
Seat F  
Assembly Member

**Mark Earnest,**  
Borough Manager

**Julie Cozzi,**  
Borough Clerk

**Michelle Webb,**  
Deputy Clerk

1. **CALL TO ORDER/PLEDGE TO THE FLAG**
2. **ROLL CALL**
3. **APPROVAL OF AGENDA & CONSENT AGENDA**

*[The following Consent Agenda items are indicated by an 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:

- 4 – Approve Assembly Meeting Minutes
- 8B – Museum Report
- 8C – Library Report
- 8D – Fire Department Report
- 8E – Chilkat Center Report
- 9A – Planning Commission Minutes
- 9B – Museum Board Minutes
- 9C – Library Board Minutes
- 11A1 – Adoption of Resolution 13-05-458
- 11A2 – Adoption of Resolution 13-05-459
- 11A3 – Adoption of Resolution 13-05-460
- 11A4 – Adoption of Resolution 13-05-461
- 11A5 – Adoption of Resolution 13-05-462
- 11A6 – Adoption of Resolution 13-05-463
- 11B1 – Introduction of Ordinance 13-05-325
- 11B2 – Introduction of Ordinance 13-05-326
- 11B2 – Introduction of Ordinance 13-05-327
- 11C1 – Board & Committee Appointments
- 11C2 – Support Letter re. Walker Lake Hydro

- \* 4. **APPROVAL OF MINUTES** – April 24, 2013 Regular and April 29, 2013 BOE #1
5. **PUBLIC COMMENTS** [Any topics not scheduled for public hearing]
6. **MAYOR'S COMMENTS/REPORT**
  - A. **Proclamation Honoring US Coast Guard – May 15**
  - B. **Proclamation Recognizing Emergency Medical Services Week – May 19-25**

7. **PUBLIC HEARINGS**

- A. **Ordinance 13-04-322** – Second Hearing

**An Ordinance of the Haines Borough amending Borough Code Title 3, Section 3.72.100 to change the assessment appeal deadline to be in compliance with state law.**

*This is a housekeeping ordinance amending borough code to change the assessment appeal deadline to be in compliance with state law. The borough is required to follow the thirty-day deadline set forth in AS 29.45.190(b) rather than the May 1st deadline in HBC 3.72.100(b).* **Motion:** Adopt Ordinance 13-04-322.

- B. **Ordinance 13-04-323** – First Hearing

**An Ordinance of the Haines Borough, providing for the addition or amendment of specific line items to the FY13 Budget.**

*This ordinance is recommended by the finance committee. The borough manager has proposed three additional amendments for consideration.* **Motion:** Advance Ordinance 13-04-323 to a second public hearing for 5/28/13.

- C. **Ordinance 13-04-324** – First Hearing

**An Ordinance of the Haines Borough, Alaska, providing for the establishment and adoption of the budget of the Haines Borough for the Period July 1, 2013 through June 30, 2014 (Fiscal Year 2014).**

*This ordinance is recommended by the borough manager.* **Motion:** Advance Ordinance 13-04-324 to a second public hearing for 5/28/13.

**8. STAFF/FACILITY REPORTS**

- A. Borough Manager – 5/14/13 Report
- \*B. Sheldon Museum – Staff Report of March 2013
- \*C. Public Library – Staff Reports of March and April 2013
- \*D. Fire Department – Staff Report of April 2013
- \*E. Chilkat Center – Facility Report of April 2013

**9. COMMITTEE/COMMISSION/BOARD REPORTS & MINUTES**

- \*A. Planning Commission – Minutes of 3/14/13
- \*B. Museum Board of Trustees – Minutes of 3/20/13
- \*C. Library Board of Trustees – Minutes of 2/19/13 and 3/13/13
- D. Assembly Standing Committee Reports

**10. UNFINISHED BUSINESS - None**

**11. NEW BUSINESS**

**A. Resolutions**

**\*1. Resolution 13-05-458**

A Resolution of the Haines Borough Assembly correcting a manifest clerical error involving real property account C-SEC-26-0200 for tax years 1998-2012 and authorizing a full refund in the amount of \$7,815.29.

*This resolution is recommended by the borough manager and the assessor. **Motion:** Adopt Resolution 13-05-458.*

**\*2. Resolution 13-05-459**

A Resolution of the Haines Borough Assembly authorizing an owner-built water main extension within the Townsite Service Area to service lots 1-3 within the Picture Point Subdivision.

*This resolution is recommended by the borough manager. **Motion:** Adopt Resolution 13-05-459.*

**\*3. Resolution 13-05-460**

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to contract with PND Engineers, Inc. in the amount of \$9,845 for a limited bathymetric survey at Lutak Dock.

*This resolution is recommended by the borough manager. **Motion:** Adopt Resolution 13-05-460.*

**\*4. Resolution 13-05-461**

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to contract with PND Engineers, Inc. in the amount of \$9,845 for a limited bathymetric survey at Letnikof Cove.

*This resolution is recommended by the borough manager. **Motion:** Adopt Resolution 13-05-461.*

**\*5. Resolution 13-05-462**

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to contract with PND Engineers, Inc. in the amount of \$174,630 for South Portage Cove Harbor protection additional analysis.

*This resolution is recommended by the borough manager. **Motion:** Adopt Resolution 13-05-462.*

**\*6. Resolution 13-05-463**

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to contract with PND Engineers, Inc. on a Time and Expenses (T&E) reimbursable basis for an amount not to exceed \$429,960 without prior written authorization for South Port Chilkoot Dock & Letnikof Cove Harbor Renovation for Contract Administration and Inspection Services during construction.

*This resolution is recommended by the borough manager. **Motion:** Adopt Resolution 13-05-463.*

**B. Ordinances for Introduction**

**\*1. Ordinance 13-05-325**

An Ordinance of the Haines Borough amending Haines Borough Code Chapter 2.40 and Section 2.50.040 to authorize the manager to appoint the police chief, to modify the duties of the police chief, and to make the hiring of police and correctional officers subject to state law.

*This ordinance is recommended by the personnel committee. **Motion:** Introduce Ordinance 13-04-325 and set a first public hearing for 5/28/13.*

11. **NEW BUSINESS** --continued--

\* 2. **Ordinance 13-05-326**

**An Ordinance of the Haines Borough amending borough code title 16, section 16.16.010 establishing a deadline for returning harbor slip license agreements.**

*This ordinance is recommended by the harbormaster and the port and harbor advisory committee.*

**Motion:** Introduce Ordinance 13-05-326 and set a first public hearing for 5/28/13.

\* 3. **Ordinance 13-05-327**

**An Ordinance of the Haines Borough Amending borough code title 2, sections 2.08.010, 2.68.140, 2.68.200, and 2.68.510 to allow for election of assembly and school board members through single lists of candidates.**

*This ordinance is in response to one of the goals in the assembly's 2012-13 Strategic Plan: "Begin Investigation into New Approach for Election of Assembly Members." The draft includes the school board members in this new approach. **Motion:** Introduce Ordinance 13-05-327 and set a first public hearing for 5/28/13.*

C. **Other New Business**

\* 1. **Board & Committee Appointments**

*The mayor intends to make appointments to the remaining seats on the Public Safety Commission. Additionally, the mayor plans to recommend five appointments to the recently-established Downtown Revitalization Committee. The mayor seeks assembly confirmation.*

**Motion:** Confirm the mayor's appointments of Evangeline Willard (term 11/30/2015), Dee Owens (term 11/30/2014), and Jim Stanford (term 11/30/2013) to the Public Safety Commission and the appointments of Lenise Henderson (business), Kristine Harder (business), Patty Campbell (Chamber), Harriett Brouillette (CIA), and Rob Miller (PC) to the Downtown Revitalization Committee.

\* 2. **Southern Energy's application to FERC for a non-jurisdiction ruling on Walker Lake Hydro**

*The mayor drafted a letter of support and seeks assembly confirmation. **Motion:** Confirm the mayor's to submittal of the letter of support for Southern Energy's FERC application for a determination of non-jurisdiction on the Walker Lake Hydro project.*

3. **Executive Session – Review of Assembly Investigative Procedures**

**Motion:** Move into executive session as allowed by AS 44.62.310(c)(2) and Haines Borough Charter Section 18.03 to review assembly investigative procedures; this matter qualifies for executive session because a public discussion would tend to prejudice the character and reputations of persons involved; the borough manager and borough attorney are requested to attend.

12. **SET MEETING DATES**

A. **Schedule 2nd Board of Equalization – Tuesday, 5/21. 6:00pm**

13. **PUBLIC COMMENTS**

14. **ANNOUNCEMENTS/ASSEMBLY COMMENTS**

15. **ADJOURNMENT**