

  
**Haines Borough**  
**Borough Assembly Meeting # 309**  
**AGENDA**

**February 23, 2016 - 6:30 p.m.**

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

**Jan Hill,**  
Mayor

**Margaret Friedenauer,**  
Assembly Member

**Diana Lapham,**  
Assembly Member

**Mike Case**  
Assembly Member

**Tresham Gregg,**  
Assembly Member

**George Campbell,**  
Assembly Member

**Ron Jackson,**  
Assembly Member

**Brad Ryan**  
Interim Manager

**Julie Cozzi, MMC**  
Borough Clerk

**Krista Kielsmeier**  
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 – Accept Museum Report
- 8C – Accept Fire Department Report
- 9A – Accept Minor Offenses Committee Minutes
- 9B – Accept Tourism Advisory Committee Summary
- 9C – Accept Museum Board of Trustees Minutes
- 9D – Accept Planning Commission Minutes and Summary
- 11C2 – Amend Previously-Adopted Ordinance 15-12-425
- 12A – Correspondence re. Tier 3 Town Hall (ULCFG)

**\* 4. APPROVAL OF MINUTES – 2/9/16 Regular**

**5. PUBLIC COMMENTS - Sign-up is NOT required**  
*[This is for any topics not scheduled for public hearing.]*

**6. MAYOR'S COMMENTS/ REPORT**

**A. Oath of Office – Police Officer Christopher Brown**

**7. PUBLIC HEARINGS - None**

**8. STAFF/ FACILITY REPORTS**

**A. Interim Borough Manager – 2/23/16 Report**

**\* B. Sheldon Museum – Staff Report of January 2016**

**\* C. Fire Department – Staff Report of January 2016**

**\* D. State Lobbyist – Report of February 1-12, 2016**

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

**\* A. Minor Offenses Committee – Minutes of 12/18/15 & 1/14/16 and Summary of 2/4/16**

**\* B. Tourism Advisory Board – Summary of 2/3/16 Meeting**

**\* C. Museum Board of Trustees – Minutes of 1/13/16**

**\* D. Planning Commission – Minutes of 1/14/16 & Summary of 2/11/16 Meeting**

**E. Assembly Board Liaison Reports**

**F. Assembly Standing Committee Reports**

**1. Government Affairs & Services Committee – Report of 2/3/16 Meeting  
(Assembly Agenda Prep. and Motor Vehicle Tax Repeal)**

**2. Finance Committee – Report of 2/10/16 Meeting (Motor Vehicle Tax Repeal)**

**10. UNFINISHED BUSINESS - None**

**11. NEW BUSINESS**

**A. Resolutions - None**

**B. Ordinances for Introduction - None**

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

**C. Other New Business**

1. **Code of Conduct Policy** – Discussion Item

*In an effort to improve the conduct, efficiency and decorum at borough public meetings, Assembly Members Jackson and Friedenauer prepared a draft code of conduct policy for consideration. They believe this may also improve the community's trust and involvement in the public process. They envision this as a policy applying to the borough assembly & members of advisory boards. The meeting packet also includes information about a community code of conduct that was developed in 1996. The assembly policy discussion may lead to some type of motion, including one that would adopt it.*

\* 2. **Amend Previously-Adopted Ordinance 15-12-425**

**An Ordinance of the Haines Borough amending Haines Borough Code Subsection 3.60.160(A) to establish a tiered local bidder preference and to include an exception when a local preference is disallowed by the project's funding source.**

*This ordinance was adopted on 2/9/16 but has not yet been codified. There was a bit of confusion during discussion of an amendment on 1/26/16, and the ordinance was redrafted as staff understood it to be. That draft was presented to the assembly for consideration. Following the second public hearing on 2/9, the assembly adopted the ordinance, as drafted. Upon further staff review, it has been determined the ordinance as adopted does not accurately reflect the intended amendment. **Motion:** Amend previously-adopted Ordinance 15-12-425 to correct the 7% tier threshold to read \$1,000,000 rather than \$500,000, and to clarify the range for the 5% tier.*

12. **CORRESPONDENCE/ REQUESTS**

\* A. **Support for Town Hall re. Tier 3** (antidegradation of Chilkat River) – Upper Lynn Canal Fish & Game Advisory Committee

*Note: The committee chair understood the town hall was taking place prior to this assembly meeting (February 22) but requested the correspondence be in the packet.*

13. **SET MEETING DATES**

14. **PUBLIC COMMENTS**

15. **ANNOUNCEMENTS/ ASSEMBLY COMMENTS**

16. **ADJOURNMENT**

Haines Borough  
Borough Assembly Meeting # 308  
February 9, 2016  
MINUTES  
Draft

4

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

2. **ROLL CALL**

**Present**: Mayor Jan **HILL**, Deputy Mayor Diana **LAPHAM**, and Assembly Members George **CAMPBELL**, Mike **CASE**, Margaret **FRIEDENAUER**, and Ron **JACKSON**. Absent: Tresham **GREGG**

**Staff Present**: Brad **RYAN**/Interim Borough Manager, Julie **COZZI**/Borough Clerk, Jila **STUART**/Finance Director, Josh **DRYDEN**/Interim Police Chief, and Helen **ALTEN**/Museum Director.

**Visitors Present**: Karen **GARCIA**/CVN, Jillian **ROGERS**/KHNS, Don **TURNER Jr.**, Meghan **ELLIOTT**, Kathryn **CHENEY**, Mike **DENKER**, Gershon **COHEN**, Brent **CROWE**, Paul **NELSON**, Thom **ELY**, Dana **HALLETT**, Jim and Deb **STANFORD**, Dwight **DOWNER**, Chris **DOWNER**, Duck and Karen **HESS**, Suzanne **VUILLET-SMITH**, Joe **ORDONEZ**, Sean **GAFFNEY**, Tracy **MIKOWSKI**, Tracy **WIRAK**, Lizi **WIRAK**, Alyssa **HENRY**, Alisa **BESKE**, Craig and Cindy **HAGWOOD**, and others.

3. **APPROVAL OF AGENDA & CONSENT AGENDA**

The following Items were on the published consent agenda:

- 4 – Approve Assembly Meeting Minutes
- 8B – Accept Museum Annual Report
- 8C – Accept State Lobbyist Reports
- 8D – Accept Finance Director Report
- 9A – Accept Parks & Recreation Advisory Committee Minutes
- 9B – Accept Marijuana Regulation Task Force Report
- 11A1 – Adopt Resolution 16-02-657
- 11A2 – Adopt Resolution 16-02-658
- 11A3 – Adopt Resolution 16-02-659
- 12A – Request for Support of AAHPA Resolution
- 12B – Request for Support of Museum Matching Grant Program
- 12C – Comments Supporting Borough Clerk

**Motion**: **CAMPBELL** moved to “approve the agenda/consent agenda.”

**Primary Amendment # 1**: **FRIEDENAUER** moved to “move Item 11C2 to be addressed before item 7A,” and the motion carried unanimously.

**Primary Amendment # 2**: **FRIEDENAUER** moved to “remove Item 12C from the agenda,” and the motion carried unanimously.

**Primary Amendment # 3**: **JACKSON** moved to “remove Item 12B from the consent agenda,” and the motion carried unanimously.

**Primary amendment # 4**: **CAMPBELL** moved to “remove Items 11A2 and 12A from the consent agenda,” and the motion carried unanimously.

The Main Motion, as amended, carried unanimously.

4. **APPROVAL OF MINUTES** – 1/26/16 Regular

*The motion adopted by approval of the consent agenda: “approve minutes of the 1/26/16 borough assembly regular meeting.”*

5. **PUBLIC COMMENTS**

**ELLIOTT, VUILLET-SMITH, T. WIRAK, D. DOWNER, L. WIRAK, and BESKE** - Spoke in support of recently-terminated employee Jennifer Walsh and asked the borough to reconsider. She is an excellent trainer and leader for the Haines Volunteer Fire Department.

**MIKOWSKI** – Explained that when HARK decided not to accept the \$14,500 of FY16 Community Chest funds, it was because they wanted it to go to the other nonprofits.

**HENRY** – 1) Thanked the assembly for extending the Chilkat Valley Preschool lease, and 2) she said it doesn't seem right for the remaining Community Chest funds not be granted to the nonprofits.

**CROWE** – Community Chest Funds should go to the nonprofits. They provide important services to the community and also bring outside funds into the local economy.

**TURNER Jr.** – Said he served on the committee for the new school building, and the solar aquatic system was considered at that time. It was determined that it was not cost effective or feasible. He is against it.

## 6. **MAYOR'S COMMENTS/ REPORT**

### A. **Acknowledgement of Recent Donations for Relocating Lookout Park**

The mayor read the letters aloud that accompanied the donations received from Lucy Harrell and Debra Schnabel. She said the funds were given to the finance director and they were placed into a separate account. She publicly thanked them and said the borough will work on kicking off a fundraising campaign, as requested.

Mayor **HILL** will be attending the AML legislative meetings in Juneau. She also read aloud a text message she received from Bill Thomas, the borough's state lobbyist. The legislature will not hear any bills for an estimated three weeks that do not have to do with the budget. She has several meetings set up for while she is in Juneau. **CAMPBELL** asked what the mayor's focus will be while she is in Juneau. **HILL** said primarily, if not exclusively, about finances and the borough's priorities.

The mayor said she has been studying the Idiot's Guide to Robert's Rules. Robert's Rules gives each member the right to speak twice on any one motion, and each of those speeches can be 10 minutes long. She would like to start doing that, and tonight will be a practice run. This should help the assembly organize its thoughts better. She added, this is how it was the first time she was mayor.

### 11 C2. **Mosquito Lake Facility MOU** (moved ahead of Item 7A during approval of the agenda)

**Motion:** **FRI EDENAUER** moved to "authorize the interim manager to enter into a Memorandum of Understanding with the Friends of Mosquito Lake School and Community Center for use of the Mosquito Lake Facility," and the motion carried unanimously in a roll call vote.

**Motion:** **CAMPBELL** moved to "direct the manager to take steps to put the building up for sale," and the motion **DIED** for lack of a second.

**Motion to reconsider:** **CAMPBELL** moved to reconsider the motion authorizing the MOU," and it was seconded by **CASE**. The motion was withdrawn, because based on debate comments **CAMPBELL** understood potential sale of the building would be discussed by a committee.

## 7. **PUBLIC HEARINGS**

### A. **Ordinance 15-12-425** - Second Hearing

**An Ordinance of the Haines Borough amending Haines Borough Code Subsection 3.60.160(A) to establish a tiered local bidder preference and to include an exception when a local preference is disallowed by the project's funding source.**

Mayor **HILL** opened and closed the public hearing at 7:20 p.m.; there were no public comments.

**Motion:** **LAPHAM** moved to "adopt Ordinance 15-12-425," and the motion carried unanimously in a roll call vote.

### B. **Ordinance 16-01-427** - Second Hearing

**An Ordinance of the Haines Borough amending the Port of Haines Terminal Tariff No. 3 to adjust dockage, wharfage rates, and per-gallon fuel flow-through rates at dock facilities.**

Mayor **HILL** opened and closed the public hearing at 7:23 p.m.; there were no public comments.

**Motion:** **LAPHAM** moved to "adopt Ordinance 16-01-427," and the motion carried unanimously in a roll call vote.

### C. **Ordinance 16-01-428** - Second Hearing

**An Ordinance of the Haines, providing for the addition or amendment of specific line items to the FY16 budget.**

Mayor **HILL** opened the public hearing at 7:24 p.m.

**ROSS** – Explained the Haines Marketing Profile she provided in the assembly meeting folders.

**K.HESS** – Supports the ordinance, specifically the tourism portion. She also asked the assembly to consider combining the tourism director and economic development positions.

**GAFFNEY** – Supports the ordinance. He is fiscally conservative, but the tourism money is critical. Marketing dollars can be tricky to track.

Hearing no further comments, the mayor closed the hearing at 7:30 p.m.

**Motion:** **CASE** moved to “adopt Ordinance 16-01-428,” and the motion carried unanimously in a roll call vote.

**D. Ordinance 16-01-429** - First Hearing

**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, to revise the review process for capital improvements and borough projects, and to delete references to the state-eliminated coastal zone management plan.**

Mayor **HILL** opened and closed the public hearing at 7:35 p.m.; there were no public comments.

*Note: The assembly already scheduled the second hearing for 2/9/16. The interim manager requested the assembly reschedule the second hearing for 3/8/16 to provide him with additional time to review the proposed language and provide feedback.*

**Motion:** **CAMPBELL** moved to “reschedule for 3/8/16 the second public hearing for Ordinance 16-01-429,” and the motion carried unanimously.

**8. STAFF/ FACILITY REPORTS**

**A. Interim Manager – 2/9/16 Report**

The manager summarized his written report and responded to a few questions from the assembly.

\* **B. Sheldon Museum – 2015 Annual Report**

\* **C. State Lobbyist – Report #1 (January 18-22) and Report #2 (January 24-31)**

\* **D. Finance Director – FY16 Second Quarter General Fund Financial Report**

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

\* **A. Parks & Recreation Advisory Committee – Minutes of 12/14/15**

\* **B. Marijuana Regulation Task Force – Report (submitted by T.Ely/Chamber of Commerce)**

**C. Community Nonprofit Funding Committee – Recommendation re. Additional Funds**

Mayor **HILL** said the committee recommends retaining the funds.

**Motion:** **JACKSON** moved “to allocate the \$14,500 remaining in the Community Chest by distributing to the remaining six organizations up to 89.6% of the amounts originally requested by them,” and the motion **FAILED** 3-2 in a roll call vote with **LAPHAM** and **CAMPBELL** opposed.

**D. Assembly Board Liaison Reports**

**FRI EDENAUER** – Public Safety Commission, Port and Harbor Advisory Committee

**LAPHAM** – Tourism Advisory Board

**JACKSON** – Parks and Recreation Advisory Committee

**E. Assembly Standing Committee Reports**

**1. Commerce Committee - 1/27 meeting (tax incentive program)**

**CAMPBELL** gave a brief oral report of the committee’s 1/27/16 meeting as well as the 2/2/16 meeting when the Chilkoot River Corridor was discussed in addition to continued discussion of a tax incentive program.

**Motion:** **CAMPBELL** moved to “direct the interim manager to talk with Mr. Thomas (state lobbyist) about finding a way to get the Department of Natural Resources to bring the Chilkoot River Corridor improvements to the top of their priority list,” and the motion carried unanimously.

**2. Government Affairs & Services Committee (GASC) - 1/28 meeting (board communication)**

**JACKSON** described the motions made by the committee with the idea being to improve communications. He attempted to make a motion to have the assembly approve the GASC recommendations. **CAMPBELL** asked for a separate motion for each recommendation.

**Motion:** **JACKSON** moved to “have the action minutes of each meeting contain enough information to allow the reader to better understand the committee’s decision.”

**Primary Amendment:** **CAMPBELL** moved to “require committees to take regular minutes as opposed to action minutes.” The motion **DIED** for lack of a second.

The main motion was **withdrawn** when it became apparent the topic required additional committee work.

**Motion: JACKSON** moved to “refer this back to the Government Affairs & Services Committee for further development,” and the motion carried unanimously.

**JACKSON** also took the opportunity during this agenda item to report on the work of the ad hoc Minor Offenses Committee.

10. **UNFINISHED BUSINESS**

11. **NEW BUSINESS**

A. **Resolutions**

\* 1. **Resolution 16-02-657**

**A Resolution of the Haines Borough Assembly certifying that the municipality did experience significant effects during the program base year from fisheries business activities that occurred within the FMA 17: Northern Southeast Fisheries Management Area.**

*The motion adopted by approval of the consent agenda: “adopt Resolution 16-02-657.”*

2. **Resolution 16-02-658** (removed from the consent agenda during agenda approval)

**A Resolution of the Haines Borough Assembly requesting the Alaska Legislature consider less severe cuts to the Alaska Public Broadcasting Commission.**

**CLEMENTS** - Explained the reason for the resolution.

**ELY** and **COHEN** – Each spoke in support.

**Motion: FRIEDENAUER** moved to “adopt Resolution 16-02-658,” and the motion carried unanimously in a roll call vote.

**Motion JACKSON** moved to “ask the manager to contact Mr. Thomas and inform him of our support for having less severe cuts for Alaska Public Radio,” and the motion carried unanimously.

\* 3. **Resolution 16-02-659**

**A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a construction contract with Southeast Road Builders for the Piedad Springs Water Treatment Plant project for an amount not to exceed \$659,815.**

*The motion adopted by approval of the consent agenda: “adopt Resolution 16-02-659.”*

B. **Ordinances for Introduction** - None

C. **Other New Business**

1. **Board Appointments**

*Note: An appointment application was received for a seat on the Parks and Recreation Advisory Committee. The mayor sought assembly confirmation.*

**Motion: CASE** moved to “confirm the mayor’s appointment of Thom Ely to the Parks and Recreation Advisory Committee for a term ending 11/30/18,” and the motion carried 4-1 with **CAMPBELL** opposed.

2. **Mosquito Lake Facility MOU** (moved ahead of Item 7A during approval of the agenda)

3. **Solar Aquatic System – Discussion Item**

*Note: This discussion topic was requested by Assembly Member Jackson.*

**Motion: JACKSON** moved to “send this Solar Aquatic System discussion to the Commerce Committee,” and the motion carried unanimously.

12. **CORRESPONDENCE/ REQUESTS**

A. **Request for Support of AAHPA Resolution** (removed from the consent agenda during agenda approval)

*Note: Harbormaster Shawn Bell requested assembly support for an Alaska Association of Harbormasters and Port Administrators (AAHPA) resolution to fully fund the State of Alaska’s Municipal Harbor Facility Grant Program in the FY17 State Capital Budget.*

**Motion: LAPHAM** moved to “authorize the mayor on behalf of the assembly to send a letter of support for AAHPA Resolution 2015.01 to Governor Walker,” and the motion carried unanimously.

B. **Request for Support of Museum Matching Grant Program** – (removed from the consent agenda during agenda approval)

*Note: Museum Director Helen Alten requested assembly support for establishing a museum construction grant program in the Department of Community and Regional Affairs.*

**Motion:** **CAMPBELL** moved to “authorize the mayor on behalf of the assembly to send a letter of support for the Museum Construction, Expansion, and Major Renovation Matching Grant Program to Governor Walker,” and the motion carried unanimously.

**C. Comments of Support for the Borough Clerk – D.Turner Jr., K.Friedle, & D.Sosa** (this item was removed from the agenda during agenda approval)

**13. SET MEETING DATES**

**A. Joint Assembly/ School Board Meeting** – The borough assembly would like to propose Wednesday, 4/27/16, 6:30pm, Purpose: Annual joint meeting in compliance with Haines Borough Charter Section 7.04(A). The mayor will recommend this date to the school board.

**B. Committee of the Whole Meeting** – Wednesday, 3/9/16, 6:30pm, Purpose: Pre-budget workshop with interim manager and department heads.

**C. Government Affairs & Services Committee** – Thursday, 3/3/16, 6:00pm, Topic: Possible sale of the Mosquito Lake Facility.

**14. PUBLIC COMMENTS**

**TURNER** – Said he is not in favor of requiring boards to do lengthy minutes. It can already be difficult to get action-only minutes. If more detail is needed, the audio recording could be listened to.

**ELY** – Responded to **CAMPBELL**'s concerns about his appointment to the Parks & Recreation Advisory Committee. He believes he can serve the community well as a member of that committee.

**15. ANNOUNCEMENTS/ ASSEMBLY COMMENTS**

**CASE** – Said he believes **RYAN** is doing a good job as interim manager.

**FRI EDENAUER** – Said: 1) The Tier 3 (Chilkat River antidegradation issue) is coming to a head soon. There is a lot of information online about it, and the Upper Lynn Canal Fish & Game Advisory Committee is talking about it. 2) She is working with **JACKSON** on an assembly code of conduct with the mayor's blessing. It may be ready to come to the assembly at the next meeting.

**JACKSON** – Asked: 1) **FRI EDENAUER** to send him some information about Tier 3, because he would like to understand it more. 2) Would the borough pay the cost of renting the Chilkat Center for Tresham Gregg's townhall meetings?.

**CASE** – Said he would not support the borough paying for that. It would be a different story if the assembly was asking Mr. Gregg to conduct these townhalls. He would be happy to personally contribute to the rental cost.

**CAMPBELL** – Said he opposes Tier #3.

**16. ADJOURNMENT** – 9:22 p.m.

**Motion:** **CAMPBELL** moved to “adjourn the meeting,” and the motion carried unanimously.

\_\_\_\_\_  
Janice Hill, Mayor

ATTEST:

\_\_\_\_\_  
Julie Cozzi, MMC, Borough Clerk



# Report

from the  
**Borough Manager**

Date: 2/18/16

To: Mayor and Borough Assembly

From: Brad Ryan, Interim Borough Manager

Re: **Manager's Report**

## WATER AND SEWER

**Piedad Springs:** Notice to proceed was issued to Southeast Road Builders for the Piedad Springs project.

**Sewer:** We received a notice of violation from the EPA. In summary, there were three violations: 1) Effluent violation exceedance. In February 2012 we failed a BOD percent removal; since this is a monthly test this was counted as 29 violations (leap year). We also failed a pH test in September 2015, but a review of our records indicated a clerical error and we expect to have this struck from the record. 2) Late reporting for annual reports in 2011 and 2013. 3) A notice that our reporting will need to be in compliance for online NetDMR by December 21, 2016.

## HARBOR

- Harbor employee evaluations complete.
- Working on multiple CIP requests.
- Getting quotes for Excursion Inlet float.
- Implementing FSM, a harbor management system (going live on March 1).
- Next PHAC meeting on February 25.

## ADMINISTRATION

**Employee Evaluations:** Department heads are completing evaluations for their staff and self-evaluations for themselves. All evaluations should be complete by the end of February.

**Strategic Planning:** There has been some issue with scheduling the strategic planning and the expectations. It would be good to revisit this with the assembly.

**Vehicle Registration:** Staff has been researching the potential of a Lifetime Auto Registration for vehicles over eight years old. This issue came up at the last finance meeting and we wanted to provide information to assembly members to keep them informed. This appears to be a dynamic program and there is some talk that the state is going to take this away. Initial investigations seem to suggest that we would not be able to continue with the \$22 tax on these vehicles. There is some information attached for the assembly to review.



## LANDS

**Planning Commission:** I provided recommendations on three conditional use permits (a restaurant at the former Mosey's location, Walker Lake hydro, and a 35 Mile heliport) to the planning commission. All three were approved by the planning commission.

## PUBLIC WORKS

**Roads:** Alaska Land Surveying is currently surveying sections of Totem, Union, Dalton, and Fourth Avenue to provide data for resurfacing design from ProHNS design firm.

## POOL

- Headstart preschool began their winter swimming sessions on February 8<sup>th</sup>.
- HBSD water safety sessions began the week of February 7<sup>th</sup> and 121 students participated.
- There were a total of 494 visits to the pool during the February 7<sup>th</sup> week. This was due in part to HBSD water safety sessions, numerous rentals, and the popular after-school swim on Thursdays.
- A staff in-service and training took place on February 13<sup>th</sup>.
- Upgrades to the men's locker rooms/showers began February 16<sup>th</sup>. Expected re-opening date is Monday, February 29.

## POLICE

Chris Brown from Asotin, Washington, was sworn in as the Haines Borough's new police officer.

## FACILITIES

**Mosquito Lake School:** The garage has been cleaned out and we are storing the biomass boilers in the garage. The use of the facility is being reported as match against the AEA biomass grant. I have also started talks with the Friends of Mosquito Lake, and the MOU for a community center will go into effect on April 1, 2016.

## **FAQs - Permanent Registration for Trailers and Older Vehicles**

If you live in an unorganized borough or an organized borough that passes an ordinance to participate, you may be eligible for permanent registration for your noncommercial trailer or model year 2007 or older vehicle beginning January 2015.

### **What does this mean?**

If eligible, and your registration expires January 31, 2015, or later, you can pay a one-time \$25 permanent registration fee on top of the regular registration fees and motor vehicle registration taxes. At that time you will be issued a permanent “Z” tab and will not have to renew your registration again.

### **What if a person let their registration expire?**

The effective date of bill HB 19 was January 1, 2015, so only vehicles with registrations expiring January 31, 2015, or later are eligible for permanent registration. If your registration expired before then, you will not be allowed because the law was not in effect when your registration expired. Instead, you will be required to renew your biennial registration for another cycle because the option for a permanent registration did not exist at the time your registration expired.

### **What if I buy a vehicle with a Z tab?**

If you purchase a vehicle with a permanent tab, you must pay full registration fees and motor vehicle registration taxes (if applicable). If you wish to permanently register the vehicle you must also pay an additional \$25.

### **What if I sell a vehicle with a Z tab?**

If you sell a vehicle with a permanent tab, the new owner may elect to permanently register the vehicle by paying \$25, full registration fees, and motor vehicle registration taxes (if applicable).

## Sheldon Museum and Cultural Center

Director's Report: January 2016

January Visitor count: 325 people (61 more than last year)

January Volunteer hours: 76 hours (12 people)

Student Programs: 51 people - Read Aloud Book Club (10); History Day (18); 4<sup>th</sup> Grade (14 and 2 adults); High School History Class (6 students and 1 adult)

# Collections Cataloged or Updated: 1,253

Research Requests: 11 (includes 7 History Day topics for 8 students)

### Visitor Comments:

"I liked the Harry Potter Exhibit!" – Haines

"Fascinating exhibits" – Seattle

"awesome" – Juneau

"Harry Potter! Yay!" - Juneau

### Programs, Events and Staff Training

- 2016 Brown Bag lunch series, every other Friday. Started Jan. 8. Ends April 29, 2016.
- Harry Potter Read Aloud Program, Thursdays, started Jan. 14.



### Administration:

- Completed **2015 Sheldon Museum Annual Report** and posted it on the Borough's website for the museum.
- **CHAMP 2016:** Director Helen Alten met with directors from other Alaska Museums to discuss HB52 and SB61 with legislators. These bills would institute a granting system for museums to acquire 50% of their construction costs. Due to the low state income this year, the grant program would be unfunded until revenues rise again.
- **Museum Store:** Researched options for new register system for Museum Store. Received Square stand and card reader and an iPad Air for the new store register system. This should be easier for disabled and elderly volunteers to operate when they man the store. Started a tickler file for new store purchases. Contacted several local artists about displaying their work in the gift shop. Store committee meeting scheduled for March 2.
- **Website:** Moved website from previous host (before they stopped operating) to ehost.com. Updated Dan Henry's website, uploading new drafts and fixing links.
- **Marketing:** Designed posters for a Winter Games North Swim Meet promotion. Posters were distributed to all the attending teams and posted in the pool area. Many swimmer families came to the museum. This may be good to expand to other visiting teams. We may consider changing our open times to make it easier for students to visit when they have breaks.
- **Staff Offices:** Slowly working towards shifting all staff offices to the lower level by the end of February. Posted 3 bookshelves, 3 night stands, left over carpet and 2 file cabinets on community give-away sites – all were taken within minutes of posting. Two people are interested in other file cabinets as they become available. Installed one low bookshelf in the director's office. Will continue to move furniture into that area. Continued to sort through old administration files.

- **MRV Architects:** Visited architects while in Juneau for CHAMP and completed conceptual design of the museum. Architects will now finish a marketing packet for us.
- **Name Change:** Board posted a letter in the newspaper requesting suggestions for a new name.
- **Holidays:** Took down and reorganized Holiday decorations into labeled plastic storage tubs, removing old cardboard containers; shuffled the loft of the shed to better store the decorations and be able to access the other things stored there.
- **1099s** sent out. Updated vendor contact information and SS # and/or EIN #. Obtaining W-9s from everyone who is paid by us.
- **Consolidating finances:** Closed 3 bank accounts and transferred money to new Alaska Community Foundation Sheldon Museum endowed and non-endowed accounts. Worked with Gregg Richmond about how to set up new endowment and non-endowment accounts in Quickbooks.
- Researched “gaming permit” for raffle. Have application but will most likely fill out online app.
- **US Fish and Wildlife Service Migratory Bird permit** completed and mailed.
- **Garbage:** Community waste did not pick up garbage/ recycling. They suggested we move the dumpster to the street and take off our screen door in the winter months to aid in pickup.
- **Staff Holidays:** Madeline Witek 12/28/15 to 1/7/16

#### **Fundraising:**

- Completed and submitted application for **Alaska Humanities Forum matching grant** for a six month archivist position this summer.
- Completed final report for **Alaska State Museum’s Grant-In-Aid 2015** intern project.
- Started final report for the **Harper Arts Touring Grant**.
- Began planning for the **2016 Totem Trot** (see program section)
- Sent out email reminding people to **Pick Click Give** and use **Amazon Smile** to benefit the Sheldon Museum.



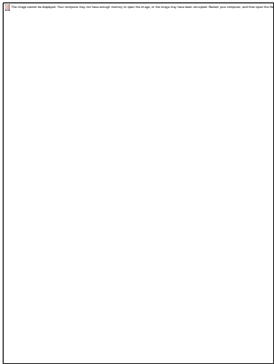
#### **Exhibits**

- **Sixweek Spotlight:** Kerry Cohen’s ceramic show “WINTER reflections in clay” opens Friday, February 5. Staff coordinated materials, infrastructure, room requests, installation dates, and logistics with artist. Created and printed gallery labels and signage, working with artist preferences. Designed and printed promotional signs and postcards. Mailed the postcards.
- **Sixweek Spotlight: Future:** Two applications received for next round in the series. As there were only two available exhibit slots, Director approved omitting outside judge and giving the two applicants the two slots. They are Sarah Bishop and Donna Catotti (curating for multiple Mud Bay artists). Outside judge (Tom Bennett) agreed to volunteer as judge next year. Artists confirmed exhibit dates (June 17-July 30 /Mud Bay artists; September 23-November 5 Sarah Bishop).
- **Harry Potter:** De-installed show and mailed out traveling portion to meet the next venue’s deadline, coordinating with hosting museum regarding shipping logistics. Reserved borough van for loan returns. Photo documented exhibit prior to de-installation.

- **Lyn Fabio:** Generated pedestal and plexi-top inventory with dimensions, room diagrams, outlet locations and other gallery information for Lyn's reference. Communications with Canada and US border for border crossing requirements.
- Confirmed dates and logistics for remaining 2016 exhibitors.
- **Formline:** Attempting to make contact with Patrick Price for return of loan. No response from Curator Zack James or artist Patrick Price.
- Began planning for the **new Children's Activity Area** with Diane Sly and Julie Folta.

### ***Collections and Archives***

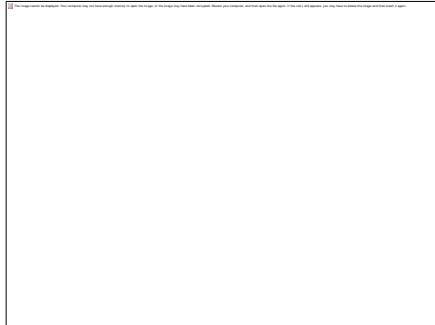
- **Archives Move Project:**



- Oriented intern, Amy Lowery, on archival move. For this project she has worked under the direction of Andrea Nelson, Coordinator of Collections and Exhibits. She was trained on Past Perfect entry.
  - Intern Amy Lowery focused on moving the archives from upstairs to the lower level. First she assembled shelves for the book collection in the new compactor units downstairs.
  - She moved the entire library downstairs, which is just over 2,000 objects according to Past Perfect.
  - Then, she installed shelves and moved the newspapers (57 boxes), ledgers (31 boxes), slides (19 boxes), photo albums (50 boxes), and videos (about 175 boxes).
  - At the end of January, she started moving the remainder of the archives located on the back wall of the upstairs archive. By the start of February she had moved nine sections of ten subcategories, all except for the Tlingit and the People section. This is a total of 164 boxes.
- Moved multiple items from Library Collection into Archive Box collection, updating Past Perfect catalog type, location and search terms as well as digital and hard copy indexes. These items are pamphlets and booklets, some fragile, better suited to box storage than the Library Collection.
- Separated fragile books from different niches of the archive room to be cataloged. These books will require special wrapping before being added to the main library Dewey decimal system.
- Move is surfacing great numbers of un-cataloged items; many with no paperwork or affiliated information. Processing these problems will require a great deal of collections effort in the future. Staff is keeping a record of the needs for future work on the collection.
- **Cataloging:** Ms. Lowery cataloged 139 books, magazines, and almanacs into Past Perfect. Ms. Nelson cataloged 62 new acquisitions and 74 books that were in archives but had never been cataloged.
- **Storage Upgrades:** Ms. Lowery made 7 custom boxes for archive books that do not fit into the normal boxes used for the archives.
- **Cleaned Collections Storage:** Area has no janitor access. It was vacuumed, piles of accumulated material removed, and trash removed.
- **Loaned Sharon Svenson's art piece "Faultline"** to Rasmuson Foundation in Anchorage. Wrote and filled out loan paperwork, had Museum Board approve loan, organized packing the piece by the artist, shipped via Gold Streak and organized transportation to and from the airports.
- Prepared research materials for **7 History Day** topics: pulled archival materials, ledgers, newspapers, digital files, books, etc., created a temporary research area for middle school

students; fulfilled student requests for more resources and photocopies while they were at the museum.

- **KHNS History Talks**, 8:45-9 a.m. every other Tuesday morning: 1/19 - Magic in Medicine



#### **Education & Public Programs**

- **“Read Aloud Book Club”** started in January. January 21 – 4 attended; January 28 – 6 attended
- **Brown Bag Lunch Series:** Joe Ordonez ‘How I didn’t get to Haines’ 12 attended; Shannon Donahue ‘From Chilkoot to Churchill: community responses to living with bears’ 24 attended
- **School Field Trips:** 6 high school history students and their teacher came to view Tlingit material as part of their lesson

on Native cultures (1/22), Tracy Wirak’s class of 14 4<sup>th</sup> graders learned about Harry Potter and the Renaissance (1/26)

- **History Day:** Eight 8<sup>th</sup> grade students spent one week at the museum, a few days both morning and afternoon, to research local history topics. Staff pulled out research materials for the students and taught them how to handle archival material. Worked with Ms. Andriesen to coordinate History Day activities and public reception at the museum February 19<sup>th</sup> from 5 to 6:30 p.m.
- **Free Ride World Tour Opening Reception (March 16):** Designed invitations for the reception, the brown bag lunch and the Gil Smith opening (all occur during the FWT), applied for and received liquor license, began soliciting alcohol and food donations for the opening reception.
- **Member and Donor Evening Reception (March 24):** Designed invitations and sent them to printer.
- **Totem Trot (August 12-13):** Reworked logo. Updated information. Began planning for spaghetti dinner the night before the race. Talked to Tlingit Ink about T-shirts. Researched sponsors and web advertising options for Totem Trot. Began preparing the registration packet and various materials for Totem Trot 2016 in order to list the event on running calendars online. Researched the use of RaceEntry.com as our registration system for Totem Trot. They will list and promote the TT and provide registration at no cost to us. They charge \$1.25 + 4.97% of the registration fee to those signing up. Created new poster.

#### **Upcoming Activities**

- February 5, 2016 , noon: Brown Bag Lunch Series: Anastasia Wiley “Skull Excavation”
- February 5-March 19, 2016: First Friday and Sixweek Spotlight Exhibit, Kerry Cohen
- February 16, 2016, 8:45 am: Elizabeth Peratrovich Day – History Talk on the Radio
- February 17, 2016, 3:30 pm: Museum Board Meeting
- February 19, 2016, noon: Brown Bag Lunch Series: Lee Heinmiller “Chilkat Weavings”
- February 19, 2016, 5-6:30 pm: History Day reception and prizes
- March 4, 2016, noon: Brown Bag Lunch Series: John Hagen, Jr. “Wild Things”
- March 1, 2016, 8:45 am: History Talk on the Radio

- March 15, 2016, 8:45 am: History Talk on the Radio
- March 16, 2016, 5-7: Freeride World Tour Reception
- March 18, 2016, noon: Brown Bag Lunch Series: Cheri Price
- March 24, 2016, 6:30 – 8:30 pm: Members and Donors Reception
- March 25 – May 7, 2016: Gil Smith Landscape Exhibit
- March 29, 2016, 8:45 am: History Talk on the Radio
- April 1, 2016, noon: Brown Bag Lunch Series: Bob Adkins, “Hunting Elephants”
- April 15, 2016, noon: Brown Bag Lunch Series: Margaret Sebens, “The Role of an Aging and Disability Resource Center in Alaska”
- April 29, 2016, noon: Brown Bag Lunch Series: Byrne Powers
- May 1-14, 2016: Fortnight of Learning (lectures every evening)
- May 10, 2016, 8:45 am: History Talk on the Radio
- May 24, 2016, 8:45 am: History Talk on the Radio
- May 13 – June 11, 2016: Student Art show
- May 13 – October 31, 2016: Objects of Haines History (working Title) – in the former museum store space
- May 24, 2016, 8:45 am: History Talk on the Radio
- June 7, 2016, 8:45 am: History Talk on the Radio
- June 18 –July 30, 2016: Six Week Spotlight – Mud Bay Artists (curated by Donna Cattoti)
- June 20-24, 2016: Studio Incommanati Portrait Painting Workshop with one evening of painting demonstrations in the museum gallery.
- June 21, 2016, 8:45 am: History Talk on the Radio
- July 5 2016, 8:45 am: History Talk on the Radio
- July 19, 2016, 8:45 am: History Talk on the Radio
- August 2, 2016, 8:45 am: History Talk on the Radio
- Aug. 5 – Sept. 17, 2016: Lyn Fabio – Gut and Fiber
- August 12, 2016: Totem Trot Spaghetti Dinner
- August 13, 2016: Totem Trot Half-Marathon Run and 5K Fun Run
- August 16, 2016, 8:45 am: History Talk on the Radio
- August 30, 2016, 8:45 am: History Talk on the Radio
- September 13, 2016, 8:45 am: History Talk on the Radio
- Sep. 24 – Nov. 5, 2016: Six Week Spotlight: Sarah Bishop
- September 27, 2016, 8:45 am: History Talk on the Radio
- October 11, 2016, 8:45 am: History Talk on the Radio
- October 25, 2016, 8:45 am: History Talk on the Radio
- November 8, 2016, 8:45 am: History Talk on the Radio
- Nov. 19 - February 24, 2017: White Fang Exhibit
- November 22, 2016, 8:45 am: History Talk on the Radio
- December 6, 2016, 8:45 am: History Talk on the Radio
- December 20, 2016, 8:45 am: History Talk on the Radio
- January 2017: Snow Machine Exhibit (Alcan) – mini exhibit

**Unscheduled:**

- Reprint “The Tlingit” by Wallace Olson (fall 2015?)
- Totem Pole book/brochure (2016?)
- *MRV Architects*: Final concepts in Public meeting

#### **Future Funding Needs**

- Server is in need of replacement. All technology needs to be rethought and upgraded.
- Public Bathrooms need to be upgraded and made to meet ADA requirements (CIP request)
- Painting building needs to be completed. (Maintenance funds)
- Grounds improvements – plantings and water access to museum.
- More space needed – building expansion.



The Haines Volunteer Fire Department had two fire callouts (20 responders/16 hours) in January. The calls were both for motor vehicle accidents, and in both situations no one was injured. Fire callouts for 2016 total 2. The HVFD responded to 31 ambulance callouts (99 responders /138 hours) in January. Those calls included 2 standbys, 9 MedEvacs, 3 medical transports, 1 cancelled en route, 5 patient refusals, 2 sick person, 2 weaknesses, 1 chest pain, 2 falls, 1 breathing problem, 1 nausea, and 2 abdominal pain. Ambulance callouts for 2016 total 31. This is the most number of ambulance calls the HVFD has every responded to in a January. There were no SAR callouts in January.

The first joint meeting was our annual meeting and dinner. Company officers for 2016 were announced.

	ENGINE	FIRE	AMBULANCE
CAPTAIN	Larry Jurgeleit	Scott Bradford	Al Badgley
1 <sup>st</sup> LIEUTENANT	Chris Downer	Brian Clay	Penny Fossman
2 <sup>nd</sup> LIEUTENANT	Matt Boron	Vince Hansen	Thom Andriesen
3 <sup>rd</sup> LIEUTENANT		Al Giddings	

The three leading EMS volunteers to calls in 2015 excluding Al Badgley and Jennifer Walsh, were Thom Andriesen (83), Darwin Feakes (68) and Cindy Jones (57). Many other yearly statistics were displayed along with the picture slide show. A meal of prime rib, shrimp, salad, twice baked potatoes, vegetables, rolls, and brownies were served by chefs Dick Haas and Lyle Huff.

EMS training (11 volunteers, 2.5 hrs) consisted of our Medical Director, Dr. Dave McCandless, coming in for a review of December’s ambulance calls with the crew. The training focused on the wide variety of calls that we had in December, what we did well and in what ways we can improve.

Fire training (18 volunteers, 2.5 hours) started with a presentation on 29 CFR 1910.134, OSHA’s Respiratory Protection Standard. Training included medical questionnaires for all fire volunteers to be reviewed by our Medical Director, as well as mask fit tests performed in-house. As many firefighters as time allowed got their mask fit tested while the others went downstairs to the apparatus bay and worked on firefighter drags of a downed firefighter as a continuation of Respiratory Protection Standard training and the “two-in/two-out” principle. The drags consisted of dragging a firefighter by their SCBA as well as narrow profile drags through tight spaces. Fire meeting wrapped up with a review of how to fill SCBA bottles from the compressed air cascade system and cleaning SCBA respirators and facepieces. Both fire and ambulance trainings were very beneficial to the department.

We had two members, Tim Holm and Kyle Fossman complete their ETT certification coursework. Jennifer Walsh received a Level 3 Fire Extinguisher Permit and Kyle Fossman received a Level 2 Fire Extinguisher Permit.

Volunteer Hours for January 2016

HVFD	FIRE	124 hrs	AMBULANCE	236 hrs	SAR	0 hrs
Total Volunteer Hours HVFD for 2016		360 hrs				

**2016 Haines Volunteer Fire Department Annual Dinner – January 11, 2016**



From Left (Back Row) Dwight, Downer, Will Hickman, Matt Boron, Lyle Huff, Al Badgley, Scott Bradford, David Lockerman, Dru Neason  
(Middle Row) Matt Davis, Amber Long, Joseph Orlando, Darwin Feakes, Shawn Bell, Vince Hansen, Penny Fossman, CJ Jones, Ryan Harms, Greg Palmieri, Jacob Malone  
(Front Row) Julie Anderson, Don Hotch, Kyle Fossman, Chris Downer, Jenn Walsh, Patty Brown, Chuck Mitman, Brian Clay  
Not Shown: Roc Ahrens, Thom Andriesen, Alisa Beske, Tara Bicknell, Tracy, Cui, Meghan Elliott, Al Giddings, Alan Heinrich, Nicole Holm, Tim Holm, Sam Jackson, Carlos Jimenez, Roy Josephson, Larry Jurgeleit, Eric Kocher, Jen Marschke, Ken VanSpronsen, Suzanne Vuillet-Smith, Dave Weldon, Lizi Wirak, Tracy Wirak

Bill Thomas 1-5 February 2016

Monday: Meet with Senator Stevens (Kodiak) about SB 61, (the museum bill) said that his bill was a companion bill and that Representative Herron's bill is the bill to be pass. He thought it would hard to pass since it requires money the Legislature don't have. So he won't ask for a hearing but wait for the HB52. So I went to Representative Herron's and asked where his bill was, Staff said it is in House Finance and that they are waiting for a hearing. Asked if I would go and ask for the hearing. This is the issue when one asks for a bill, in the past I've had to carry 3 bills to get one moved. Will check to see if they will pass the bill without money attached, have it in place when there is money.

Attended a Department of Transportation hearing about Alaska Marine Highway, this was an overview about the past performance. The Commissioner was there and I asked about the Chilkoot Corridor issue and he told me that it was settled. Right of Way was given to Department of Natural Resources(Parks Division)

Tuesday-Attended Fisheries Committee when HB251 was presented (Fish tax proposal) this increases the raw fish tax to Commercial Fishermen by 1 percent, they presently pay 3 percent of their gross. I told members that Lodges and Charter boats don't pay the fish tax. This resulted in a meeting on Wednesday about the lack of parity. Had a teleconference about the Chilkoot Corridor, former Senator Albert Kookesh also was on line (we called in from his office, works for Governor Walker) Heard Mike Eberhart update on the Bear platform and right of way. Right of way is transferred and the bear viewing platform isn't totally designed. Which Albert and I called foul, they've had funding for 4 years and haven't finished the design. Mike says he will send all reports to Albert and we will see what can be done.

Wednesday-Stayed in my room and watched Gavel to Gavel, don't want to be up in building if there is no hearing to attend.

Thursday-Attended a Fish and Game Finance Sub-committee, was reported that another year of cuts and Fish and Game said some layoff may impact their ability to get properly manage some salmon systems. Not good, don't know where cuts will be.

Friday- Had a board meeting and calendar on hill was soft. Means members are going to leave. Remember Super Bowl Sunday-GO BRONCOS!

Monday, 8<sup>th</sup>-This was an interesting day when the Alaska State House went into session and adopted a resolution to suspend the rules. This action put all House Committees on notice that a 24 rule is in place, this means the regular notices for Committee Meeting announcements are no longer going to be followed, (weekly notices) meeting are usually printed and you can see the weekly schedule of all Committee's. By passing this Resolution also put a restriction on what the Committees deal with, only the operating budget and related budget bills can be heard. This action also acknowledges that the House wants to address the Fiscal gap before hearing any other bills that would have been calendared for a hearing. This suspends all bills till the budget is worked on, normally the budget would take more time to address. The House does the Operating Budget and the Senate does the Capital Budget at the same time. Then bills are passed to other houses to let the work be done by that body. Operating budget when adopted and the House and Senate don't agree bills go into conference committee to resolve differences. This is the first time I've seen this. The Resolution passed 39 to 1 with 1 absence. All Bills that were scheduled not related to Operating budget were cancelled from being heard. The Finance Sub-committees now post their meeting at end of day doesn't give much time to prepare or notice people of what is happening. This also messes the Finance Committee since they planned weeks in advance to finish the Budget. Now they need to redo the planning of all Committees.

Attended Senate Resources Committee as they heard SB 135, Electronic Tax Returns and Fisheries Tax. This increases raw fish taxes on most fish caught in Alaska, this is an effort to make fishing industry to pay more for the Fish and Game Budget and not use General Funds to manage. The increase will not be shared with Communities, like present raw fish tax, doesn't take away sharing the 3%. I'm watching this because it is a major tax increase to local fishermen.

Tuesday, 9<sup>th</sup>-All meeting agenda in House were deleted except issues related to Operating Budget. HB 291, Sport Fish Licenses for Yukon Residents was a bill that was dropped because of adopting the House Resolution. This was to be heard in Fisheries Committee. The House Announcement Pamphlet was full of meeting cancelled or bill hearing cancelled.

Attended Finance overview of Fish and Game in House. Because of jobs and cuts may impact Haines economy, the presentation show that F&G will have to harvest more fish to be able to fill the gaps in their budget. They call this cost recovery, but they may have to harvest up to \$3 million in fish throughout the state. Just a note, no taxes are paid on this harvest. Since I thought F&G was first and they weren't, I listened to the University of Alaska presentation, when one listens to other budget presentations you hear exactly how bad the budget cuts will be.

Wednesday, 10<sup>th</sup>-Heard that PCE(Power Cost Equalization) maybe in trouble, so walked around to find someone who cares and maybe able to do something. PCE is the reason that energy costs are low for residential rooms and business don't get this break. The PCE fund pays for a major part of all residents, electrical bills. Though this is not on Borough priority list I felt this is very, very important to Haines. This is one good reason for having a presence here and having worked on this issue before. I did find an office that is trying to do something and have meet with Staff today(Friday) about a possible bill. When Bill is introduced I will let you know.

Also watched the presentation on HB 252, Electronic Tax Returns; Vessel Passenger Tax, this take \$15 per cruise ship passenger from Cruise Ship Accounts and moves the money to the General Fund. This could have been good for the general fund. But the Cruise Ship Association sued over the head tax initiative and a settlement between the State and Cruise Ship Association settled the suit at \$35. It was I

believe at \$50 per passenger. The \$15 dollars at question are moneys used to backfill agreements between 2 communities that had a negotiated head tax prior to the Head Tax Initiative being passed by the people of Alaska. There is another hearing scheduled today(Friday) and I will try to be there.

Thursday 11<sup>th</sup>-Went for a Hearing on SB 132 Electronic Tax Returns& Motor Fuel Tax. This will increase the taxes on highway fuel (8cents to 16) marine fuel (5cents to 10) aviation gas (3 2/3 cents to 10) this can impact all of Haines, but just listening to bill. But when I got to hearing room Committee meeting was cancelled. Oh well.

Friday 12<sup>th</sup>- Got the rough draft(idea) from potential Sponsor Staff for PCE (Power Cost Equalization) and met with Albert Kookesh(Rural and Energy Director for Governor. Will wait for final bill to be filed. Will be going to hear The Cruise Ship Head Tax Bill.

**Dec. 18 , 2015 Minor offenses**  
**MINUTES** *(Approved Feb. 4, 2016)*

---

• **CALL TO ORDER 5:35 p.m.**

**Present:** Don Turner, Mike Case, Bill Thomas, Deb Vogt, Ron Jackson absent, Margaret Friedenauer. Mike Denker excused.

**Staff:**

**Audience:** Assemblymember Diana Lapham, Jillian Rogers/KHNS, Carol Tuynman, Paul Nelson, Brenda Josephson, Tom Morphet, Erik Stevens

• **Agenda approved**

• **Minutes approved**

• **Public comment:**

**Tuynman** – Suggests committee finds out how many infractions there are each year to Title 18. Suggests idea of using an ombudsman as fine line of communication to hear citizen complaints.

**Josephson** – Expressed concerns with “policing for profit.” Doesn’t want Haines to see minor offenses enforcement as revenue source.

**Nelson** – Corrected comment from last meeting – the alternative to contesting violation is to pay fine.

**Stevens** – Cited 10.26.300 – prohibits skiing on roads. Read citizen petition that recommends removing skiing on roads as a violation.

• **Old Business**

**Enforcement:**

Discussion of enforcement options, if harbormaster should be allow to issue citations in addition to police officers, or if admin staff can issue. Discussion of various committee recommendations for minor offenses.

• **MOTION Friedenauer** moves to “Recommend to the assembly that Haines Borough police officers enforce minor offenses as listed in borough code. The Haines Harbormaster and assistant harbormaster may enforce violation of minor offenses in Chapter 16 and borough planning and zoning technician and lands manager may enforce violations of minor offenses in Chapter 18.”

**Case seconds.**

Discussion about if Planning Commission should deal with violations in Chapter 18. Case discusses having notices of violations before citations issued.

**Case** moves to amend to strike the portion of the motion about Chapter 18. **Denker** seconds. Amendment passes unanimously. Motion carries.

**Case** Ticketing process for minor offenses is too simplistic for land violations so they should be dealt with administratively. Suggests Planning Commission should weigh in on recommendation.

Vote on amendment – passes unanimous. Motion carries.

Vote on main motion: *Motion reads as amended:* “Recommend to the assembly that Haines Borough police officers enforce minor offenses as listed in borough code. The Haines Harbormaster and assistant harbormaster may enforce violation of minor offenses in Chapter 16.”

Passes unanimous. Motion carries.

**Vogt** moved to “Recommend take Title 18 out of the minor offenses schedule have appeals dealt with by the planning commission.”

**Denker** – second

**Vogt** – we have yet to decide what the appeals process will be for those lands violations.

Vote – unanimous yes. Motion carries.

**Denker** – By lack of inclusion of animal control officer, that enforcement remains within minor offenses.

**Vogt** – who enforces Title 18?

**Denker** says now that Title 18 violations are recommended removed from minor offenses that are out of the hands of this committee how they are enforced.

**Vogt** Moved to adopt changes proposed by attorney.

**Case** second.

Discussion of if daily fines should remain for some/all violations. Vogt will go through and identify violations with daily fines.

**Vogt** – Committee should go through attorney’s suggestions on language changes more thoroughly. Will review and come back to committee with some recommendations.

**Vogt** Withdraws motion, Denker (as second to motion) agrees.

Discussion on whether appeals should go to admin process or magistrate. Denker suggests that should be a well-publicized topic at next meeting for more input.

**Denker** moved “The issue of appeals as an agenda item on next meeting.”

**Friedenauer** second.

No objection

Its suggested Sgt. Dryden be invited to next meeting for consultation.

Next meeting to include discussion of individual offenses.

**•Public comment:**

**McCord** – state law vs homerule – it overlaps with undue burden – urges committee to look at whether it's an undue burden to assume state law would dictate to borough.

**Josephson** – The intent of code enforcement is compliance – additionally – police are trained in conflict resolution. I believe the credentialing standards should be directed in Title 16 directly. You don't have to think through enforcement of Title 18 – you're keep code as is.

**Morphet** –Recommend that there be more direction to skiing on roads – headlamp after dark? Skiing against or with traffic?

**Tuynman** - Education key component of enforcement.

**Committee comments:**

Next meeting date; Jan 14, 3-5 p.m. in assembly chambers (to accommodate Sgt. Dryden attending.)

**•MOTION** Case moves to adjourn. **Denker** seconds.

Meeting adjourns 7:10 pm.



## **Minor offenses Jan. 14 3 p.m. – Assembly Chambers**

### **Minutes** *(Approved Feb. 4, 2016)*

**Committee present:** Don Turner, Bill Thomas, Ron Jackson, Margaret Friedenauer

**Committee absent:** Mike Denker, Mike Case, Deb Vogt

**Audience:** Diana Lapham, Paul Nelson, Brenda Josephson, Bill McCord, Sgt. Josh Dryden (acting police chief), Norm Huges, Brad Ryan (interim manager.)

#### **Call to order**

#### **Approve agenda**

Remove first item (Deb's report on attorney's recommendations from last meeting)

No objection to agenda approval

#### **Approve minutes**

None to approve from last meeting

#### **Public comment**

**Lapham** – Invited people to open house for potential new police officer hire Friday, Jan. 15.

**Huges** – First time attendee at meetings. Asked about involvement in meetings and public comment procedure.

**Nelson** – Research on daily fines issue. Says daily fines should be removed because there's no state law endorsing them.

**Josephson** – Varying the meeting times is confusing and difficult for attendees. "Red Socks" story distributed to committee. At the first meeting the communications between the attorney and staff re: minor offenses ordinances were requested and have not yet been received.

**McCord** – Please schedule meetings at convenient and consistent times. Alaska rules of minor offense procedure. Rule 1 (read out loud about simplicity.) But public safety is not mentioned, nor is judicial insight. Are we getting sidetracked by making it simpler for people or for bureaucracy?

**OLD BUSINESS:**

- Going through minor offenses one by one.

*(First two agenda items struck because some committee members not present.)*

Question of daily fines for minor offense. Diana says recommendations from TAB include keeping daily fines in there for most offenses in Title 5 because then violators take it more seriously.

Looked at Public Safety Commission recommendations for Chapter 10. Skiing on roads – Sgt. Dryden said as long as they follow pedestrian rules, it’s fine. It’s like the skateboarders, as long as they stay out of lane of travel, it’s OK, but not on roadway.

Dryden - Chapter 10 is verbatim to state statute mostly. Police officers can check on ticket if the violation is state or borough and the fine goes to that entity. But shouldn’t be based on that – that is “policing for profit.”

**MOTIONS:**

Chapter 10

Friedenauer – Moved to recommend to borough assembly to strike Chapter 10 offenses from Minor Offenses ordinance and code and just follow state statute for these violations. Jackson seconds.

Carries unanimously

---

Chapter 3

No recommended changes

---

Chapter 5

Jackson moved to adopt TAB recommendations on Title 5.

Friedenauer seconds.

Carries unanimously

---

Chapter 6

Ask HARK to review and make recommendations on Chapter 6

---

Chapter 8 – Refer to Sgt. Dryden for review of what might duplicate state law

---

Chapter 9 - Refer to Sgt. Dryden for review of what might duplicate state law

---

Chapter 12 – House numbers ordinance – problem with all the addresses and numbers not on houses. HIGHLIGHT this ordinance for planning commission/admin – can’t be enforced without proper numbering.

**MOTION** – Jackson recommend drop house number fine. Friedenauer seconds. No objection

---

Chapter 13 – No recommended changes

---

Chapter 14 – No recommended changes

---

Chapter 15 – No recommended changes

Chapter 16 – No recommended changes (based on Ports and Harbors Committee recommendation – that committee recently spent considerable time revising.)

---

### **Public Comment**

**Hughes** – This was a frustrating process. Is everyone looking at the same documentation? We need a meeting packet.

**Lapham** – Mr. Hughes is correct. At TAB meeting we looked at code at same time as ordinance.

**McCord** – This is preliminary and murky waters. There's a lot of common sense stuff that doesn't require. I've heard nothing about individual civil rights. I'm concerned about that.

**Josephson** – Reiterate to have meetings times in the evening hours when more people can make these meetings. This is something the public is engaged in.

**Nelson** – We had asked Sgt. Dryden her on whether to go on court process or admin proceedings.

**Ryan** – Committee could consider holding a town hall meeting at conclusion of its work to get community feedback before it heads to assembly.

### **Committee comments:**

**Friedenauer** – meeting materials are an issue. Borough staff did not allow committee to make many copies of materials because of cost.

**Jackson** – Using code to cross reference a good idea.

**Thomas** – Thanks Sgt. Dryden for taking time to attend.

Next meeting: Feb. 4<sup>th</sup> 6 p.m.

Next agenda (tentative): Deb's notes on attorney's recommendations; admin vs magistrate appeal; HARK/Sgt. Dryden recommendations on specific chapters; scheduling town hall meeting.

# 2/4/16 Meeting Summary

## Vice Chair Comments

### MO Ad Hoc Committee, Feb 4<sup>th</sup>, 6:00 pm.

**Attending:** Committee members Friedenaeur, Turner, Case, Vogt, Denker. **Absent:** Thomas.

**Public:** Paul Nelson, Dana Hallett, Brenda Josephsen. + Brad Ryan for part of the meeting.

First topic was whether to use Magistrate or Municipal process for offenses. Concern expressed over impact of a municipal approach on office employees who will be on the front line when people come in to pay. More training would be needed, possibly more staff. The group is leaning toward recommending using the Magistrate for all offenses except Title 18 (land use). Police officers would enforce all except Title 18. The Harbormaster would also be able to enforce Title 16 (ports and harbors) after sufficient training. (What training should this be?) More info is being gathered from State to be clear about their processes also. Some question about whether a police record would be established for individuals cited for MO, or even warnings.

Second topic was a review by Deb Vogt, of the MO ordinance wording in various sections. Some changes are being recommended and will be part of recommendations to Attorney for another draft of the document. Questions raised during this review on Title 5 are being addressed and will be discussed at the next meeting. (specifically about whether permit requirements are made a part of law by assembly or clerk during permit process.)

Third topic was to go over Title 6 (animals) and the recommendations by HARK. Along with Title 10 (Traffic) was revisited after a changed recommendation by Sgt. Dryden to keep it in borough code. Previously we had decided to recommend just using State code. No resolution of this was possible as Sgt. Dryden was not present to explain rationale for change.

Setting a town hall meeting date was postponed until after we have more answers and a revised draft of the MO ord. to do a final review.

The next meeting will be on Wednesday, Feb. 10<sup>th</sup> at 6:30pm in Assembly Chambers.

Ron Jackson.

**Disclaimer:** These are just summary notes from the meeting by the Chair/Vice Chair. The official record of the meeting is contained in the action minutes and audio recordings available at the Borough office.



REGULAR MEETING  
 SPECIAL MEETING

TAB  PHAC  LIBRARY  PSC  PRAC  
 CCAB  MUSEUM  Other \_\_\_\_\_  
Please Check Appropriate Box

### Committee Meeting Summary

Date Feb. 3, 2016 Time of Meeting 11am Location Assembly Chambers

Committee Members Present: \_\_\_\_\_ Chair Person: Sean Gaffney

M. Marks, A. Jacobson, B. Mulford, Karen Hess,  
S. Gaffney, R. Hinson. Assembly Lapham, Tourism D., & Ross

Person Filling out form: Leslie Ross

Topics of Discussion:

- \* Chilkoot Corridor- recap of commerce meeting & PNR
- Management of Rd. as well as future funding of staff.
- \* Budget Amendment. Director seeking support
- \* FY17 Budget Priorities. Ross will submit proposal to TAB
- AMHS. Discussion on writing letters of support for  
terny option of Juneau Access. & importance of tourism connect

Action Taken: (Include any motions made and the vote)

Haines- SKG.

- \*Minutes approved \* Agenda approved
- \*TAB. Title V committee meeting Feb. 17. 11am
- TAB regular meeting Feb 24<sup>th</sup> 11am

Feb 24<sup>th</sup>  
11am

Next Mtg Date: \_\_\_\_\_ \* NOTE: This Summary should NOT replace Minutes or Requests for Assembly Action

**SHELDON MUSEUM AND CULTURAL CENTER, INC.**  
**Board of Trustees Meeting Minutes**  
**January 13, 2016 at 3:30 p.m. at the Sheldon Museum**

9C

**CALL TO ORDER:** 3:50 p.m. by Acting Board President Jim Shook

**ATTENDANCE:**

**Board:** Jim Shook, Acting Board President  
Michael Marks, Treasurer and Acting Secretary for this meeting  
Lorraine Dudzik  
Diana Kelm  
Kelleen Adams  
Gregg Richmond

**Staff:** Helen Alten

**Borough Liaison:** George Campbell not present, a recommendation was made to request a new Borough representative due to the fact that Mr. Campbell has not attended any Board meeting since appointed the Borough Liaison.

**Guests:** None

**ADDITIONS TO AGENDA:** Request to add two new items under Business, Preparation for Tourist Season and Annual Meeting for Members.

**APPROVAL OF AGENDA:** M/S Michael Marks/Gregg Richmond a motion to approve agenda with the addition of the two items mentioned above - approved unanimously.

**APPROVAL OF MINUTES:** M/S Michael Marks/Diana Kelm made a motion to approve minutes of last meeting - approved unanimously.

**STAFF/BOARD REPORTS**

**Presidents Report:**

- Acting President reported that Sealaska was asked to provide assistance in transferring the AIA collection to the Sheldon Museum but no funds available for assistance.
- Sealaska is interested in digital copies of tape recordings by Carl Heinmiller but at this time it is predicted it will take several years to process the AIA donation.
- Spoke with Sheldon family about the name change process and will post a letter in the CVN requesting submissions for a name change to the general public and request they submit ideas prior to the Feb. Board meeting
- A donor would like to donate a collection of Mildred Sparks baskets if the Sparks Family approved and the Sparks Family approved the donation.

**Treasurer's Report:**

- Treasurer reported funds were transferred to the Alaska Community Giving Foundation to set up the Museum Endowment Fund. Two accounts were set up a permanent account for \$139,000 and a transferable account for \$54,000. Interest will build for four years prior to the ability to draw on earned interest.
- The Sheldon Museum continues to provide economic development in Haines through its purchasing of art from local artists and employing professionals to install the Archive Storage Area.

**Director Report:**

- New Intern Amy Lowery is doing an excellent job working in the Archives. Kelleen Adams suggested a car could be donated for Amy's use if she can provide a valid driver's license and auto insurance.
- Upcoming events include 2016 Brown Bag Lunch Series, Children's Read-a-Loud, donation of a Gil Smith painting and shortly the MRV Architects shall provide their update of Museum re-design.

**HOUSEKEEPING:**

- Elect Officers - M/S Lorraine Dudzik/Kelleen Adams to elect Jim Shook as President - approved unanimously. M/S Michael Marks/Gregg Richmond to elect Kelleen Adams as Vice President - approved unanimously. M/S Gregg Richmond/Diana Kelm to request Michael Marks and Anastasia Wiley switch roles Mr. Marks to be Secretary and Mrs. Wiley to be Treasurer if Mrs. Wiley approves - approved unanimously.
- Committee Assignments - It was determined that this should be placed on the next agenda when more Board Members can be present.

**Business**

- Resolution to approved loan of Sharon Svenson artwork to the Rasmuson Foundation for 15 months. M/S Michael Marks/Gregg Richmond to approve loan of artwork - approved unanimously.
- Champ Fly In Jan. 27-29, 2016. M/S Michael Marks/Gregg Richmond to approve the Director to attend with an approved budget of \$1,000 or less - approved unanimously.
- Square System for Store. M/S Michael Marks/Kelleen Adams to purchase the system for \$700 or less - approved unanimously.
- Ethics of purchasing artwork from Board members. Meeting arranged for Jan. 19, 2016 at 5:00 p.m. to discuss further.
- New Board member. M/S Michael Marks/Kelleen Adams to approve Tim Ackerman as a new Board member - approved unanimously. Secretary to submit minutes and letter of recommendation to Mayor for final approval.
- Board Job Descriptions to be reviewed at the next board meeting.
- Director Evaluation shall begin after requesting staff evaluation form from Borough.
- Letter requesting suggestions for name change. M/S Michael Marks/Kelleen Adams to approve the letter as written for the CVN and provide 30 days for the public to respond - approved unanimously.
- Preparation for tourist season. Request a special session to collect ideas on how the museum can maximize its appeal to tourists to increase admission sales. Meeting date set for Feb. 15, 2016 at 4:00 p.m. at the museum.
- Annual members meeting set for March 24, 2016 from 5:00 p.m.-7:00 p.m..

**NEXT BOARD MEETING: February 17, 2016 at 3:30 p.m.**

**MEETING ADJOURNED: 6:25 p.m.**

Respectfully submitted,  
Michael Marks, Treasurer



**Haines Borough  
Planning Commission Meeting  
January 14, 2016  
MINUTES**

**Approved**

1. **CALL TO ORDER/PLEDGE TO THE FLAG** – Chairman **Goldberg** called the meeting to order at 6:33 p.m. in Assembly Chambers and led the pledge to the flag.
2. **ROLL CALL** – **Present:** Chairman Rob **Goldberg**, Commissioners Lee **Heinmiller**, Brenda **Josephson**, Larry **Geise** and Rob **Miller**. **Absent:** Heather **Lende** and Don **Turner III**.  
**Staff Present:** Brad **Ryan**, Interim Manager  
**Also Present:** Diana **Lapham**, Emily **Files** and Karen **Garcia**.
3. **APPROVAL OF AGENDA**  
**Goldberg** explained the reasons behind the postponement of Michael Wilson's appeal of his Heliport CUP application decision. Julie Cozzi, as acting Borough Manager, had made the decision on prior use by right for the heliport, but she was not available to answer questions about her reasons for making the decision. Also, with two commissioners absent, and four votes needed for approval, it would be fairer to the appellant to have his appeal heard by the entire seven member commission.  
**Miller** asked to add an Item i. under #10B2 Project Updates, regarding the harbor project and report from Harvey Smith. **Josephson** asked to add an Item ii. under #10B2 Project Updates, regarding 25-35 heliport planning. The other commissioners agreed.  
**Motion:** **Miller** moved to "approve the agenda as amended." **Josephson** seconded it. The motion carried unanimously.
4. **APPROVAL OF MINUTES** – December 10, 2015 Regular Meeting Minutes  
**Josephson** asked to have #4 Approval of Minutes Motion corrected, removing the word "at" before "35 mile" in the first sentence, and changing #9A Motion from "send the Wilson's conditional use proposal to the Borough Manager for a decision as to whether the proposed heliport is a use-by-right" to "send the Wilson's request for pre-existing use-by-right to the Borough Manager for a decision."  
**Motion:** **Heinmiller** moved to "approve the December 10, 2015 minutes." **Josephson** seconded it. The motion carried unanimously.
5. **PUBLIC COMMENTS**—None
6. **CHAIRMAN'S REPORT**—None
7. **STAFF REPORTS**  
A. **Planning & Zoning Staff Report**—None
8. **PUBLIC HEARINGS**—None
9. **UNFINISHED BUSINESS**  
A. **Michael Wilson – Heliport Conditional Use Proposal**—Postponed until the February 11, 2016 Planning Commission meeting.



## **10. NEW BUSINESS**

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

**B. Haines Borough Code Amendments:**

1. **Clarify “Building Height”—Postponed** after discussion. **Miller** will work on revising the wording and have the revisions ready for the February 11, 2016 Planning Commission meeting.

2. **Project Updates**

i. **Harbor Project**—Report from Harvey Smith, State Coastal Engineer

**Miller** reported on a preliminary report of the harbor project, compiled by Harvey Smith. **Miller** will make sure the Planning Commissioners, the Ports & Harbor Committee, the Mayor, the Interim Manager and the Assembly receives emailed copies of the report.

ii. **25-35 Mile Heliport Planning**

**Josephson** asked for an update on Motion #8B from the November 12, 2015 Minutes: “request Assembly to set aside funds and task staff to identify possible sites for a heliport between 25 mile and at 35 mile”. **Goldberg** informed Commissioners of results of letters sent out to various organizations on a public heliport site at Chilkat Lake Road, and feedback received.

**C. Other New Business**—None

11. **COMMISSION COMMENTS**—Welcome to new Commissioner, Larry **Geise**, and Liaison, Diana **Lapham**

12. **CORRESPONDENCE** - None

13. **SET MEETING DATES**

A. Regular Meeting—Thursday, February 11, 2015.

14. **ADJOURNMENT**– 7:55 p.m.

TAB    PHAC    LIBRARY    PSC    PRAC

   PC    CCAB    MUSEUM    Other \_\_\_\_\_

   REGULAR MEETING

   SPECIAL MEETING

## Meeting Summary

Date   2/11/16   Time of Meeting   6:30 p.m.   Location   Assembly Chambers  

Committee Members Present: Chair Person:   Rob Goldberg; Heather Lende, Brenda Josephson, Lee Heinmiller, Don Turner III, Rob Miller, Larry Geise (Called-In), and Diana Lapham (Liason)  

Person Filling out form:   Kathryn Friedle  

Topics of Discussion:

- 8A: Forster/Holmes Restaurant Conditional Use Proposal
- 8B: Southern Energy, Inc.—Walker Lake Hydro Conditional Use Proposal
- 9A: Michael Wilson—Heliport Conditional Use Proposal
- 9B: Michael Wilson—Heliport Appeal
- 9C: Clarification of Title 18 Code wording for “Building Height”

Action Taken: (Include any motions made and the vote)

- 8A: Motion: Approve conditional use permit for Pilothouse Restaurant
- 8B: Motion: Approve conditional use permit for Walker Lake Hydroelectric Project
- 9A: Motion: Approve conditional use permit for Michael Wilson Heliport at 35 Mile for Heli-skiing
- 9B: Motion: Send Michael Wilson Appeal back to Interim Manager, who will ask the attorney for further evaluation
- 9C: Motion: Adopt definitions as written for 18.20 for Building Height and Grade Plane and 18:30B for Building Height.

Next Meeting Date:   3/10/16  

\* NOTE: This Summary should   NOT   replace Minutes or Requests for Assembly Action

## Haines Borough Assembly Committee Meeting

Committee: GASC

February 3, 2016 5:00P

---

Issue : Agenda Packet Prep.

---

Discussion: George motioned, Ron second. Recommend to Assembly to direct staff to have dates on all documents in the packets. Vote 2-1 Lapham opposed.

---

Recommended Action: To have this recommendation in the 2/23/2016 packet for the Assembly

---

Issue: Vehicle Tax Repeal

George motioned to repeal the tax, motion died for lack of second.

Ron motioned / Diana second to create a solid waste Ad Hoc committee, to recommend incorporating the vehicle tax program into a solid waste management program. Vote 3-0

---

Recommended Action: To have this recommendation in the 2/23/2016 packet for the Assembly.

Meeting Chaired by: Ron Jackson      Minutes by Diana Lapham

Committee Members Attending: George Campbell

Staff Attending: Interium Manager Brad Ryan  
Ex Officio: Mayor Hill

Audience: Assembly, Mike Case, Margaret Friedenauer, Mike Denker, Paul Nelson, Dana Hallet

Haines Borough Assembly Committee Meeting

Committee: FINANCE

February 10,2016

---

Issue: Vehicle Tax Repeal

---

Discussion: Diana moved, Ron second to recommend to the Assembly to support GASC committee recommendation of reviewing the tax after 2 years and creating a solid waste Ad Hoc Committee to include the issue of derelict vehicles.

Vote: 2-0

---

Recommended Action: To be included in the Feb.23 packet to the Assembly

---

Meeting Chaired by Diana Lapham      Minutes by Diana Lapham

Committee Members Attending: Ron Jackson, Mike Case (absent), Tresham Gregg (absent)

Staff Attending: CFO, Jila Stuart

Audience: Ed Bryant

**From:** [DIANA LAPHAM](#)  
**To:** [Ron Jackson](#); [Mike Case](#); [Tresham Gregg](#)  
**Cc:** [Jan Hill](#); [Margaret Friedenauer](#); [Julie Cozzi](#); [Brad Ryan](#); [George Campbell](#)  
**Subject:** Finance meeting 2-10-16  
**Date:** Thursday, February 11, 2016 10:16:58 AM

---

It was decided that the Finance committee will support the GASC committee in their recommendations of reviewing the Vehicle Tax Repeal after the 2 years that was noted in a memo from Mark Ernest. That date would be sometime after Dec 2016. Also the Finance supports the idea of creating an Ad Hoc committee to address Solid Waste Management to include but not limited to derelict vehicles. The vehicle tax that is being collected now, is classified as unrestricted. So we may have an avenue to switch that tax over to something else, i.e. solid waste. Ed Bryant also brought up the "Z TAG" this is for vehicles that are over 8 years old. They would not have to keep registering the vehicle. This is being done in Fairbanks. This was also passed by the legislature quite awhile ago, but the communication has not been good. Our DMV does not do this. Julie is looking into this matter and will at some point advise the outcome of the research.

Thank you  
Diana Lapham Chair-Finance



Agenda Bill No.: 16-627

Assembly Meeting Date: 2/23/16

Business Item Description:	Attachments:
Subject: Code of Conduct for Assembly & Boards	1. Explanatory Memo from Assembly Members Jackson & Friedenauer 2. Draft Code of Conduct 3. Article by Dan Henry called "Crossing the Abyss" (how the community developed a Haines Code of Conduct in 1996) 4. 1996 Haines Code of Conduct
Originator: Assembly Members Friedenauer and Jackson	
Originating Department: Assembly	
Date Submitted: 2/12/16	

**Full Title/ Motion:**

This is a discussion item. The discussion may lead to some type of motion, such as a motion to adopt the policy.

**Administrative Recommendation:**

**Fiscal Impact:**

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ n/a	\$	\$	n/a

**Comprehensive Plan Consistency Review:**

Comp Plan Goals/ Objectives: Goals 1 and 2	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
---	---

**Summary Statement:**

In an effort to improve the conduct, efficiency and decorum at borough public meetings, Assembly Members Jackson and Friedenauer prepared a draft code of conduct policy for consideration. They believe this may also improve the community's trust and involvement in the public process.

They envision this as a policy applying to the borough assembly & members of advisory boards. This agenda bill includes attachments pertaining to a community code of conduct that was developed in 1996. The policy discussion may lead to some type of motion, including one that would adopt it.

**Referral:**

Referred to:	Referral Date:
Recommendation:	Meeting Date:

**Assembly Action:**

Meeting Date(s): 2/23/16	Public Hearing Date(s):
	Postponed to Date:

Feb. 16, 2016

Fellow assembly members,

In an effort to improve the conduct, efficiency and decorum at borough public meetings, we respectfully submit this Code of Conduct for consideration. We believe this may also improve the community's trust and involvement in the public process.

This is meant to be a guiding tool for assembly members and members of our advisory and ad hoc committees and commissions.

In our research we learned that many local governments have Codes of Conduct for their elected bodies. Many of these are similar in scope and wording. We based our draft on one from the City of Benicia, California, a model we noticed has been emulated by many communities across the country.

While lengthy, this Code of Conduct is meant to compliment, not replace or supersede, federal, state or local laws and rules. We already have several procedural and ethic rules in our Haines Borough Code, Chapter 2, and this Code of Conduct would not affect those rules.

As we mentioned, this Code of Conduct is for our elected officials and those who sit on our committees and commissions. This is not meant to be a Code of Conduct for the public, although we hope through an increased awareness of our own conduct, the public may find it easier to be involved with their government. But in our research, we did discover that the Haines community already has a Code of Conduct. It was developed in 1996 during a day-long brainstorming session with about 50 community members and moderated by Dan Henry. These guidelines were meant for any public discourse. We attached that Haines Code of Conduct along with an article Dan Henry published on the process used to create it. We found many parallels in the environment Dan describes 20 years ago in Haines to our present day situation.

Thank you,  
Ron Jackson  
Margaret Friedenauer

# **Haines Borough Code of Conduct for Assembly Members and members of advisory committees and commissions**

## **PREAMBLE**

Haines residents are entitled to have fair, ethical and accountable local government, which has earned the public's full confidence for integrity. The effective functioning of democratic government therefore requires that:

- Public officials, both elected and appointed, comply with both the letter and spirit of the laws and politics affecting the operations of government;
- Public officials be independent, impartial and fair in their judgment and actions;
- Public office be used for the public good, not for personal gain; and
- Public deliberations and processes be conducted openly, unless legally confidential, in an atmosphere of respect and civility.

To this end, the Haines Borough Assembly has adopted a Code of Conduct for its members to assure public confidence in the integrity of local government and its effective and fair operation.

This Code of Conduct describes the manner in which members should treat one another, borough staff, constituents, and others they come into contact with in representing the Haines Borough.

The consistent theme throughout these conduct guidelines is "respect." Respect of others is central to encouraging productive dialogue that can resolve differences and build relationships. Hopefully these guidelines will help guide members to maintain respect for all participants in even the most difficult situations.

It is also recognized that all members have the duty to conduct borough affairs in a business-like manner, assuring timely consideration of matters before them and thoughtful expeditious decision-making. These guidelines incorporating best practices among borough and city governments from across the country can help guide Haines Borough government members to contribute to this end.

The following applies to all members of the borough assembly, borough committees (standing, advisory and ad hoc), and borough commissions.

## **HAINES BOROUGH CODE OF CONDUCT**

### **1. Acts in the Public Interest**

Recognizing that stewardship of the public interest must be their primary concern, members will work for the common good of the people of Haines Borough and not for any private or personal interest, and they will assure fair and equal treatment of all persons, claims and transactions coming before them.

### **2. Comply with the Law**

Members shall comply with the laws of the federal government, the State of Alaska and the Haines Borough in the performance of their public duties. These laws include, but are not



limited to: the United States and Alaska constitutions; the Haines Borough Charter and Code, laws pertaining to conflict of interest, elections campaigns, financial disclosures, employer responsibilities, and open processes of government; and borough ordinances, resolutions and policies.

### **3. Conduct of Members**

The professional and personal conduct of members must be above reproach and avoid even the appearance of impropriety. Members shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members.

### **4. Respect for Process**

Members shall perform their duties in accordance with the processes and rules of order established by the Borough Assembly governing the deliberation of public policy issues, the involvement of the public, and the implementation of policy decisions of borough staff.

### **5. Conduct at Public Meetings**

Members shall prepare themselves for public issues; listen courteously and attentively to all public discussions before the body; and focus on the business at hand. They shall refrain from interrupting other speakers; making personal comments not germane to the business of the body; or otherwise interfering with the orderly conduct of the meetings. Members shall commit to practice civility and decorum in discussions and debates. Members shall commit to honoring the role of the Chair in maintaining order. Members shall not engage in personal attacks of any kind under any circumstance.

Making the public feel welcome is an important part of the democratic process. No signs of partiality, prejudice or disrespect should be evident on the part of individual members toward an individual participating in a public forum. Every effort should be made to be fair and impartial in listening to public testimony.

- (a) *Be welcoming to speakers and treat them with care and gentleness.* While questions of clarification may be asked, the official's primary role during public testimony is to listen.
- (b) *Be fair and equitable in allocating public hearing time to individual speakers.* The Chair will determine and announce limits on speakers at the start of the public hearing process. If many speakers are anticipated, the Chair may shorten the time limit and ask speakers to limit themselves to new information and points of view not already covered by previous speakers.
- (c) *Practice active listening.* It is disconcerting to speakers to have members not look at them when they are speaking. It is fine to look down at documents or to make notes, but reading for a long period of time or gazing around the room gives the appearance of disinterest. Be conscious of facial expressions, and avoid those that could be interpreted as "smirking," disbelief, anger or boredom.
- (d) *Maintain an open mind.* Members of the public deserve an opportunity to influence the thinking of elected and appointed officials. To express an opinion or pass judgment before the close of a public hearing casts doubt on a member's ability to conduct a fair review of the issue. This is particularly important when officials are making adjudicative decisions.
- (e) *Ask for clarification, but avoid debate and argument with the public.* Only the Chair – not individual members – can interrupt a speaker during a presentation. However, a member can ask the Chair for a "point of order" if the speaker is off the topic or exhibiting behavior or language the member finds disturbing.

## **6. Decisions Based on Merit and Effective problem-solving approaches**

Members shall base their decisions on the merits and substance of the matter at hand, rather than on unrelated considerations. Members have a public stage and have the responsibility to show how individuals with disparate points of view can find common ground and seek a compromise that benefits the community as a whole.

## **7. Communication and Access**

Members shall publicly share substantive information that is relevant to a matter under consideration that they may have received from sources outside of the public decision-making process. No member shall have "special" access to staff, the Mayor or information on any subject. If an individual member receives information pertinent to the entire body, that information should be disseminated to the group through the Borough Clerk.

## **8. Advocacy**

Members shall represent the official policies of positions of the body to the best of their ability when designated as delegates. When presenting their individual opinions and positions, members shall explicitly state they do not represent their body or the Haines Borough, nor will they allow the inference that they do.

## **9. Role of Members**

Members shall respect and adhere to the Assembly-Manager structure of borough government. Members therefore shall not interfere with the administrative functions of the borough or the professional duties of borough staff; nor shall they impair the ability of staff to implement assembly policy decisions. Clear, honest communication that respects the abilities, experience, and dignity of each individual is expected. Members shall support the maintenance of a positive and constructive work place environment for borough employees and for residents and businesses dealing with the Borough. Poor behavior towards staff is not acceptable. Members should set a standard in showing respect for borough employees that the public can emulate.

Members should refrain from:

- Disrupting staff from the conduct of their jobs
- Involvement in administrative functions
- Attending staff meetings unless requested by staff
- Publicly criticizing a borough employee or officer. Comments about staff performance should be made to the borough manager and addressed through regular performance evaluations conducted by the manager. The assembly should ensure the manager conducts regular employee evaluations and is instructing department heads to do the same.

## **10. Independence of committees and commissions**

Respect that advisory and ad hoc committees and commissions serve the community, not individual assembly members. A primary role of committees and commissions is to represent many points of view in the community and to provide the assembly with advice based on a full spectrum of concerns and perspectives. Because of the value of the independent advice of advisory and ad hoc committees and commissions to the public decision-making process, members of the assembly shall refrain from using their position to influence the deliberations or outcomes of these proceedings. Assembly members should not feel they have the power or right to threaten committee and commission members with

removal if they disagree about an issue. Appointment and re-appointment to a committee or commission should be based on such criteria as expertise, ability to work with staff and the public, and commitment to fulfilling official duties.

Assembly members assigned as liaisons to advisory committees or commissions should regularly attend these meetings and work with the Mayor and committee or commission chair to determine the role and expectations of the liaison. Any assembly member who cannot commit to regularly attending meetings of which they are the liaison should ask the Mayor for re-assignment.

## **11. Implementation & Enforcement**

As an expression of the standards of conduct for members expected by the borough, this Code of Conduct is intended to be self-enforcing. It, therefore, becomes most effective when members are thoroughly familiar with it and embrace its provisions.

For this reason, ethical standards shall be included in the regular orientation for applicants to advisory committees and commissions, and newly elected and appointed officials. Members entering office shall sign a statement affirming that they read and understand the Haines Borough Code of Conduct.

The Borough Assembly, advisory committees, and commissions shall review this Code of Conduct annually. At such meetings, all members shall sign a statement affirming they have read and understand the Code of Conduct.

While the chairs of committees and commissions and the Mayor have the additional responsibility to intervene when actions of members that appear to be in violation of the Code of Conduct are brought to their attention, members themselves have the primary responsibility to assure that ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of government.

I affirm that I have read and understand the Haines Borough Code of Conduct.

Signature

Date

Print Name and office

Crossing an Abyss:  
Cantankerous Alaskans Create a Code of Conduct

Daniel Henry  
Box 1001, Haines, Alaska 99827

The theatre rings with the noise of small town people talking about the way locals deal with conflict. Staccato laughter erupts from a group of eight people sitting on the floor in a back corner of the auditorium. Another group patiently listens to a woman talking about how internecine warfare has divided her friends over the threat of a heli-touring boom. A circle of residents listen intently to a man who was the "timber baron" here for nearly 50 years explain the drawbacks to "ad hominem," or personal, attacks stated at public meetings. The groups, self-selected on the basis of members' disagreement with each other on local issues, choose names for themselves like "The Listeners," "59-Second Decision-Makers," and "Front Row Friends." Their task is to identify problems with local communication styles and to seek specific solutions.

During the 4-hour event, I keep noticing two women in their mid-80s, Hazel Nelson and Louise Homstadt, looking a bit lost and uncomfortable with the group break-out sessions. Louise uses a walker and Hazel's back is severely bent, so it is difficult for them to maneuver around the theatre risers. During one small group session, I notice Louise sitting by herself staring through mist-lensed eyes at a place far beyond the carpet. I ask her what she thinks of the conference. She looks up, pain and bliss spread across her face: "I can't hear a thing!" I smile and shrug, at a loss to say anything else. Louise recovers with a sniff and smiles her confessional, hands fluttering. "Pshaw. Just can't resist the potluck at the beginning." Hazel, too, smiles and lowers her eyes. Caught in the act.

Potlucks comprise an important part of doing business in our hometown of Haines, Alaska, often the magnet drawing local folks in for lively discussion and debate. Volcanoes of fresh-caught shrimp and halibut rise above an exotic variety of potato salads and taboulis. Tonight we sit shoulder-to-shoulder eating and murmuring about our unusual mission: own up to a community problem and prescribe a remedy for ourselves. Our communication in conflict situations, especially at public meetings, has broken down. In the twilight of the Age of Rush, it is time to reconstruct new approaches to each other beyond name-calling and threats of violence. We've come to the Chilkat Center's comfortable sanctum to construct a code of conduct. But first, we eat.

Haines is a haven from the traffic, crime, and pollution that we hear about from our single local radio station or read in the occasional Anchorage paper that drifts into town. Twenty-five hundred residents are scattered across this borough larger than Delaware connected by rivers, routes, and less than 70 miles of pavement. Nearly a quarter of us are without phones. Located 90 miles up a fjord north of Juneau, Haines is nestled in one of the most scenic places on the planet. Sheer, glacier-carved rock walls

plunge from a height of 8000 feet to the frigid, dark finger of sea called Lynn Canal by Captain George Vancouver who was seeking a way to honor his bucolic English birthplace. Glaciers extrude from gigantic icefields through mountain passes hanging a mile or more in the serrated sky. Bald eagles wheel and dive over the downtown block while locals amuse themselves by watching tourists who react loudly to each powerful maneuver. We save our outcries for other common occurrences--meetings of the borough assembly, city council, school board, zoning board, and dozens of other decision-making bodies.

In a state widely known for obstreperous politics, Haines stands out. The process of governing ourselves is an raw, extemporaneous task peculiar to the geopolitical quirks of our frontier orientation. The feisty residents, sometimes called "Hainiacs," are contained within the boundaries of what has stubbornly remained the only third-class borough in the 50 states. It is a skeletal government at once acclaimed and vilified by skeptical folks who moved here to get away from Outside bureaucratic headaches. The borough may tax residents' land to fund only educational facilities such as schools, a public library, museum, and the Chilkat Center. Beyond that, the only other governing responsibility assumed by the borough is through a meager collection of service area boards. Service areas are organized by residents of neighborhoods at least a mile square to provide specific services such as fire protection, emergency medical service, or planning. Citizen boards hear out neighbors' concerns and make recommendations to the borough assembly, which also doubles as the school board.

Most of the Haines Borough is without service areas, period. Either the few residents in a place want to be left completely alone, or no one lives there at all. The frontier ethos resonant among most rural Alaskans is trumpeted at public meetings and potlucks here. Warrior pride, so necessary to scrape out an existence in this harsh environment, often replaces civility as locals fight for their right to sustain their visions of life on the Last Frontier. It is in the context of this stripped-down Jeffersonian democracy that residents emerge from scattered backwoods enclaves as gladiators to praise visions of mythic rights to freedom and to rhetorically slay those who would deny such rights.

Before the closure of the lumber mill in 1987, Haines was known primarily as a mill town. Round logs and cants were regularly shipped out in vast rafts behind tugs bound for Japan and South Korea. We are also the terminus of the Haines Highway, a remote strip of blacktop snaking through vast wilderness to the Alaska Highway at Haines Junction in the Yukon 150 miles north. For nearly 50 years, Haines residents depended on the mill or trucking as their economic mainstay until falling world wood prices, enhanced technology, and new timber harvest restrictions forced residents to consider their options.

Like other Western and Alaskan towns in transition from resource extraction, change came hard to the little clutch of people living at the bottom of North America's deepest fjord. People who were once friends walked on opposite side of Main Street. Public meetings turned into shouting matches. The rising number of "greenies" moving into Haines became a object of frustration for those who had for generations comfortably resided in resource extraction's alluring embrace: tires were slashed, windshields smashed, children ostracized, businesses boycotted. Hate and fear of change lingered palpably in the

tensions prickling locals. During its transition away from the mill, Haines gained a reputation in the North for explosive public meetings.

The ubiquitous bald eagles were the first catalyst for local land use controversy. Up to 4000 of the threatened predators return each fall to a place along the Chilkat River called "Council Grounds" by the nearby Tlingit Indian villagers of Klukwan. Spurred by the threat of logging near the Grounds in the late '70s," then-Senator Gary Hart proposed federal control which, after years of conflict, became the state-managed Alaska Chilkat Bald Eagle Preserve. With hardly a break, the management of the Haines State Forest became the eye of the next community hurricane. After years of fractious public encounters, the Forest Plan was finalized in 1984. On its heels came a proposal to level a mountain for the largest copper mine in the world, to be carved at the edge of the Tatshenshini River. Joined with the Alsek, the "Tat" stretches unimpeded nearly a hundred miles from jumbled coastal mountains to the glacier-choked Gulf of Alaska coastline, making it a paradise for swelling numbers of recreationists. A pond built on a glacier above the Tat was to contain for eternity the copper mine's poisonous tailings. Every nine minutes, ore trucks were to run the Haines Highway along the Chilkat River through the Eagle Preserve to a dock in Haines. Our town was in an uproar.

After 4 years of battling among locals and a rapacious corporation involving two sets of local, state, and national authorities as well as First Nation tribes, the British Columbian government established the Tatshenshini-Alsek Wilderness Provincial Park. The new park joined national parks in Alaska and Canada to create, at over 11 million acres, the largest contiguous designated wilderness in the world.

For years, local people have forged heroic accords with nonlocal government and business groups to retain some control over the use or protection of our land. Still, we have managed to remain at odds with many of our neighbors. Part of the conflict stems from Haines' peculiar economic independence. Unlike most Alaskan settlements, Haines' economy is diverse, if at times unsteadily muddling forward. Tourism, fishing, mining, recreation, land speculation, local art, and Haines' role as a transportation link between Southeast Alaska and the Interior all figure prominently in its development. With 11% growth, Haines was Alaska's fastest growing town in 1995. As an English teacher, I saw it that year at the high school when 110 students became 150. I heard every day from students and parents who'd had enough of "Outside" and who defended their move with horror stories about rampant crime, ravaged environment, tortured traffic. These are the ones who are getting out just in time, I think. Just like I thought I was a dozen years ago. More will come.

Still, the tolerance gap has widened between what one woman described at a public meeting as "earth muffins and good, hard-working blue-collar people." "There's two kinds of people in this valley," began her speech which admonished the New / Green / Progressive people for not getting along with the "normal people." This cry was taken up in 1992 as an angry group of citizens demanded the nonretention of a school administrator whom they excoriated for her "liberal" views. Supporters of the same group

recalled 3 borough assembly / school board members for positions that they felt were not representative of the whole community.

More mining proposals came, went, and came back again. Salvage logging operations scoured thousands of beetle-killed acres. Increased tourism brought more cruise ships with holiday escapees craving helicopter tours into places considered sacrosanct by some. Recently, the furor over the possibility of thousands of daily chopper flights resonating between these towering rock mountains has built to a crescendo. Adding to the din, large landholders scrape out subdivisions from wild forest, construction crews bang together new houses, and neighbors continue to yammer at neighbors.

Enter the community code of conduct. I included the code-building session as part of a proposal to the Alaska Humanities Forum dealing with the rhetoric of land use conflict. By the meeting date in late May, 1996, controversial meetings had so engulfed Haines that I began to wonder if anyone would come to a workshop about getting along with each other.

*Haines Good Neighbors: Working It Out*, is subtitled, "A Groundbreaking Experience to Create a Code of Conduct" to entice citizens to approach old problems with new patterns of behavior. During the 5 weeks of planning, several local leaders and organizations aligned themselves with the concept of creating a community code of conduct for public meetings. I made pitches for the workshop at city council and borough assembly meetings, then visited the homes of many local elected officials. The Haines Chamber of Commerce offered a \$250 community development grant for promotion and support while executive director Marilyn Huitger took it on with a passion borne from a belief that locals should work things out sensibly. Business consultant and chamber president, Lenise Henderson, offered her help as a presenter at the workshop. The board of trustees of the Chilkat Center granted us free use of the performing arts center. The local newspaper and public radio station provided promotion; others contributed their time developing a poster, setting up equipment, and preparing food for the potluck.

The event became an amusing target for skeptics who tended to respond in one of three ways. They were, in order of frequency, 1: The people who need it most won't come; 2: It won't work because Haines locals love to fight; and 3: What kind of goody-goody show is this, anyway? Most locals, however, responded with interest and guarded optimism. It seemed a step in the right direction, they said, although most added the fatalistic postscript that conflict in Haines is endemic. No way around it.

Despite planning the meeting date against conflicting schedules, last minute parleys crop up: teacher negotiation, church service, holistic health class. Still, fifty residents arrive looking like they've come to do business. The group is diverse enough to keep the process honest with a dynamic mix of teachers, elected officials, the city manager, businesspeople, retirees, Natives, fishers, loggers, tourism promoters. We've come seeking solutions to our community dysfunction borne of two parts wrenching economic transition, one part small-town isolation, one part fear.

Our first task is to ask ourselves if we really do have a problem within groping distance of a solution. In whole-group discussion, we identify a number of symptoms of our public meeting

dysfunction: personal attacks, lack of respect, poor listening, defensiveness, generalizing about types of people. One former millworker says that "people make it too easy to slam the door behind them." He adds that recent arrivals to Haines are sometimes too eager to "tell oldtimers what to do." One Tlingit leader says that to be an effective public communicator, "you have to know who you're talking to." Don't make assumptions about people without knowing them, he emphasizes. A retired Fish and Wildlife officer says that locals need to understand parliamentary procedure and "run a tighter ship" at meetings. A teacher adds that adults in public forums should conduct their activities "as if the kids are watching." A planning board member says that local conflicts come when adversaries "neglect to validate the feelings of the other."

After fifteen minutes of defining our problem, we break into five lines stretched from the front row to the back. At 250 seats, the theatre provides ample space between small groups, yet is intimate enough to hear each other at normal volume. We're about to play a version of "Telephone" in which an opinionated statement about natural resources is whispered down the line to finally reach the last person who announces the version s/he heard. Included in the statements are key words used frequently by advocates on both sides of environmental issues:

last, old growth, economic development, jobs, logging. The first statement to go down the line is "This is the last southwest facing old growth spruce forest remaining in the valley so the effects of logging must be mitigated." The statement is whispered from ear to ear, finally emerging as "This is the last old growth, so logging must be mitigated."

The second message heads back down the lines from back to front this time. It starts as "Economic development depends on the development of an infra-structure that will bring more jobs, people, and opportunities to Haines." Again, the last person in line receives a shortened version, but again, the statement's intent is preserved in translation. "Economic development is needed for more jobs in Haines," is the basic phrase that survives each of the five lines. Chuckles and snorts of hilarity escape between serious attempts to get the message straight. At several points in the short exercise, most of the group is laughing. Participants agree that the exercise demonstrates the way words are left out or twisted in the process of conveying messages among locals.

Following "Telephone," the group takes a quiz to self-evaluate their personal listening skills. Members then discuss the characteristics they have found mark the difference between good and poor listeners: "I have a hard time listening objectively to someone I don't like." "I feel uncomfortable when a person can't give me eye contact." "I often give up when someone starts interrupting me." "I should ask more questions to clarify what I thought I heard." "When speakers lump me in a category, I lump them right back and only hear things that support my generalizations about them." "It's hard to listen to people who are rude." The group agrees that locals could benefit from better listening, that listening capacity begins shutting down quickly when conversation turns to land use, that we're an opinionated lot who have difficulty with views counter to those foisted upon our lives.



"People only hear what they want," chuckles the former mill owner darkly to an auto mechanic sitting beside him.

"I hope you include yourself in that group," retorts a leading local conservationist who has been the timber man's adversary for four decades.

The man waves an expansive hand. "Who here doesn't belong in it?"

Laughter and community lore are shared around the room as groups recount memorable moments of communication dysfunction. Examples stem mostly from earnest attempts at public persuasion, which become the discussion topic for the next step in our evening's task. On to a short course in rhetoric.

How can our ideas persuade a target audience in a public forum, especially among ideological combatants who live next to each other? Not only do we want to become effective listeners, but the bottom line is finding the means of conveying messages in compelling ways to neighbors and elected officials. Haines' borough structure forces neighbors to confront each other, so the cycle of contentiousness spirals unless rhetorical warriors step beyond their reputations. Unlike urban places where deeds and words wheel outward into a diffusing ocean of humanity, rural rhetoric weaves among an isolated clutch of people prone to spinning yarns. As Hainiacs often say, "the karma loops are short here."

Aristotle defined rhetoric as "the art of using all available means to persuade." In his treatise, *Rhetoric*, the august Greek outlined ethical standards for public persuasion down to the minutest details of vocal inflection, organization or enthymeme. You initially consider your audience--its needs, myths, desires, anxieties--before constructing a message meant to move members to action. Once you assess key motivations, Aristotle taught, you create a message which contains generally equal parts of *ethos*, *pathos*, and *logos*. *Ethos* embodies your character, or the sum of your "virtues and vices...along with the characteristic choices and acts..." The group searches for examples: name-calling, guilt by association, judging someone by their looks, job, or groceries.

*Pathos* resides within the emotional quality not only of your argument's content, but in its manner of delivery. Your heart is revealed by using *pathos* in a public forum. It is a delicate and dangerous strategy hinting of heroes and fools. One resident recalls a water quality hearing in which a citizen became so enraged with the process that he loudly invited the other hundred audience members to walk out with him. Swept up in his passion, the crowd emptied the room in less than a minute. Our discussion comes back to listening when an elected woman in her 60s says she just "turns off the noise" when passion produces volume at meetings. Several of us add our own recollections when *pathos*-charged speeches have resulted in backlash, skepticism, and dismissal.

Discussion shifts to Aristotle's third persuasive element, *logos*. A handout goes around which identifies several common fallacies, or logical flaws. It doesn't take long before folks are sharing examples of commonly-held fallacies. Bandwagon reasoning is used in "all reasonable people feel this

way." A speaker uses black-and-white reasoning by setting up only two competing values, like "Greenies vs. Rednecks" and "either you're with us or against us." We blurt out hasty generalizations about newcomers, tourists, old-timers, miners, Natives, loggers, hippies, fundamentalists, people from Anchorage. The list grows until someone points out the obvious: "we pigeon-hole people because it's easy." "Then you don't have to think no more," a teenaged boy pipes up. More laughter ripples among 50 people who, until now, have been dead serious with each other about these issues.

People have had their say. After 90 minutes, the mood is loose, adventurous. We've been confronting one taboo after the next, so the group seems eager to take on the main task of assembling a code of conduct. We take a five minute break for folks to break up into groups of 8-10. Membership is based on having serious differences of opinions with most of the group. Since most of us harbor our small-town attitudes toward others, this process becomes an amusing task as we baldly reveal our prejudices. The group's first assignment is to agree on a name for themselves. Dissenters? The Communicators? Rowdy Rhetoricians?

Each group chooses a leader and a recorder. We listen to four taped excerpts of persuasive statements about various controversies made by locals and national figures. Groups are to identify strengths and weaknesses in each statement and provide one or two better ways of saying the idea. The first two voices are local men stating opinions about the heli-touring issue at recent public meetings. The next voice is that of Kathleen Marquardt, executive director of Putting People First reviling the hordes of new people moving into Montana. The fourth voice belongs to the Wise Use movement's "rent-a-riot" man, Chuck Cushman talking about the injustices of the National Park Service.

The first voice objects to a closing of public testimony by the mayor in a borough assembly meeting about heli-touring. "I'm going to leave this meeting because I think it's wrong, the assembly is not representing the people of Haines. I find it appalling...I don't think it's representative of a democracy." Groups' criticism of the speaker focuses on his becoming impatient and giving up on the process. Others believe that he did the right thing by expressing his frustration in a dramatic manner, yet he retained a calm, respectful tone. The tactics are judged by some as effective inasmuch as the assembly extended the time for public testimony by another 20 minutes.

"It's difficult to separate the person from the statement when you know the guy," says one woman in her mid-20s who works for a local rafting company.

"Yeah," adds her friend. "especially when he's in our group tonight."

Participants agree about the difficulty in keeping objective views of other locals who take strong stances. Groups tend to contribute clearer, more specific criticisms toward the persuasive tactics of out-of-towners Marquardt and Cushman. Kathleen Marquardt's speech was taped at a Wise Use conference in Joseph, Oregon in 1994. The Helena-based director of anti-animal-activist Putting People First talks about Montana's changing demography with an influx of "extremists" who believe that "growth is bad: "My grandmother was one of the settlers of Montana. My family has been there for a long, long time. And

now they're gonna tell us we don't know how to take care of this last best place? All of a sudden we're gonna go berserk and start building factories and everything there? We wish."

The longevity argument is ironic to Haines locals who understand their history. Before the Presbyterians established a mission here (at the urging of naturalist John Muir) in the closing years of the 19th century, whites hadn't yet gained a toehold in the Tlingit territory held by Chilkat and Chilkoot tribes renowned for their dazzling artistry, oratory, and warfare. Today, the Tlingits still assert a potent cultural and economic presence. Having never signed a treaty, they present a clear-cut case for their pre-eminent aboriginal right. Everyone else is a newcomer.

"She needs to get to the point and skip all the drama."

"Us-and-them all over. Very polarizing."

"Sweeping generalizations are only true for some people."

While the groups discuss fallacies, zingers, *pathos* and strategies, a volunteer prepares a computer system to project notes onto the big screen lowered above the stage. Time to create our code of conduct. Groups have 15 minutes to decide on no more than four axioms guiding our ways of public persuasion. Members are to apply the axioms to current local issues. The goal-driven, collegial atmosphere of this session prickles with possibility: maybe this can make a difference.

Foot-high words appear on the screen as group recorders begin to explain their axioms. A flurry of corrections and suggestions follows each axiom. "We just can't let anything stand without messin' with it," declares an old-timer. "Maybe that's one of our strengths," returns a young teacher. The code is shaped and reshaped, defined and clarified. *Be prepared. Separate the people from the problem. Seek and articulate common ground. Avoid absolutes! Try to smile, laugh, and, if necessary, be silly. Establish and understand rules and procedures.*

"Now what happens?" asks a middle-aged tour operator as he stands to pick up his potluck dish. "I don't want to be a 'Conduct Cop.'"

Participants commit to posting the code at home or work. A smaller group will meet to further refine the code, then present the final draft to our local governing bodies and ask that they adopt the code as a resolution.

On their way out the theatre, most folks shuffle by the computer printer for their copy of the code, then head for the potluck scraps. Some stack dishes, some dismantle tables, others stand talking about the evening and small-town politics.

Octogenerian potluck enthusiast, Hazel Nelson, approaches with her bird-like hand outstretched: "I wanted you to know that we liked the potluck, but that the meeting was a little confusing for us. Liked the part about that Montana woman's grandmother. I'm one myself. I'm with her a hundred per cent. People just don't listen anymore."

We shake hands and I give Hazel two copies of the code. She gives one to Louise whose face lights up. They smile and point to words on paper. Now, perhaps, we will start the conversation over

again.



#### Further Reading

Aristotle. *The Rhetoric of Aristotle*, trans. Lane Cooper. Englewood Cliffs, New Jersey: Prentice-Hall Inc., 1932.

Corbett, Edward P. J. *Classical Rhetoric for the Modern Student*, 3rd ed. New York: Oxford University Press, 1990.

## **Haines Code of Conduct** May 1996

Participate with an open mind and listen objectively.

Be prepared.

Address every person with the same respect and honesty with which you would like to be addressed.

Separate the people from the problem.

Establish and understand rules and procedures.

Seek and articulate common ground.

Actively Listen. You were born with two ears and one mouth and you should use them proportionately.

Recognize that others' feelings are legitimate.

All research and facts must be credible and substantiated.

Don't interrupt.

Think before you speak.

Collaborate to work towards SYNTHESIS rather than COMPROMISE.

Encourage participants to ask questions to clarify and affirm.

Consider public speaking as a rite of passage.

Try to smile, laugh and be silly.

Focus on *interests* rather than positions.

---

In May of 1996 a broad cross section of Haines citizens gathered under the facilitation of Dan Henry to create this list.



Agenda Bill No.: 15-606

Assembly Meeting Date: 2/23/16

Business Item Description:	Attachments:
Subject: Local Bidders Preference	1. Ordinance 15-12-425, adopted 2/9/16, with needed amendments
Originator: Haines Contractors	
Originating Department:	
Date Submitted: 9/11/15	

**Full Title/ Motion:**  
Motion: Amend previously-adopted Ordinance 15-12-425 to correct the 7% tier threshold to read \$1,000,000 rather than \$500,000, and to clarify the range for the 5% tier.

**Administrative Recommendation:**  
This is recommended by the interim manager.

**Fiscal Impact:**

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

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

**Summary Statement:**  
This ordinance was adopted on 2/9/16 but has not yet been codified. There was a bit of confusion during discussion of an amendment on 1/26/16, and the ordinance was redrafted as staff understood it to be. That draft was presented to the assembly for consideration. Following the second public hearing on 2/9, the assembly adopted the ordinance, as drafted. Upon further staff review, it has been determined the ordinance as adopted does not accurately reflect the intended amendment.

**Referral:**  
Referred to: Finance Committee Referral Date: 12/15/15  
Recommendation: Meeting Date: 1/7/16

**Assembly Action:**  
Meeting Date(s): 10/13, 10/27, 12/15/15, 1/26, 2/9, 2/23/16 Public Hearing Date(s): 1/26, 2/9/16  
Postponed to Date:

HAINES BOROUGH, ALASKA  
ORDINANCE No. 15-12-425

Adopted

**An Ordinance of the Haines Borough amending Haines Borough Code Subsection 3.60.160(A) to establish a tiered local bidder preference and to include an exception when a local preference is disallowed by the project’s funding source.**

BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

Section 1. Classification. This ordinance is of a general and permanent nature and the adopted amendments 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 Subsection 3.60.160(A). Subsection 3.60.160(A) of the Haines Borough Code is hereby amended, as follows:

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

**3.60.160 Award of contract – Lowest bidder – Evaluation and exception – Negotiation.**

A. Lowest Responsible and Responsive Bidder. A contract shall be awarded to the lowest responsible bidder. In determining the lowest responsible bidder, in addition to price, there shall be considered:

1. The ability, capacity and skill of the bidder to perform the contract;
2. Whether the bidder can perform the contract within the time specified, without delay or interference;
3. The character, integrity, reputation, judgment, experience and efficiency of the bidder;
4. The quality of performance of previous contracts for the borough by the bidder;
5. The previous and existing compliance by the bidder with laws and ordinances relating to the contract;
6. The sufficiency of the financial resources and ability of the bidder to perform the contract;
7. The number and scope of conditions attached to the bid;
8. If a bid by a responsible and responsive bidder whose principal place of business is within the borough is ~~up to three percent~~ higher than that of the lowest bid by a responsible and responsive bidder, preference may be given to the local bidder, **as follows:**

- a. ~~\$500,000~~ **\$1,000,000 or less - 7% local preference.**
- b. **\$1,000,001 to \$5,000,000 or less - 5% local preference, or**
- c. **Over \$5,000,000 - 2% local preference.**

**No local bidder preference shall be allowed if such an award is contrary to state or federal regulations.**

Adopted by a duly constituted quorum of the Haines Borough Assembly the 9<sup>th</sup> day of February, 2016. Amended and readopted on the \_\_\_ day of \_\_\_\_\_, 2016.

Haines Borough  
Ordinance No. 15-12-425  
Page 2 of 2

ATTEST:

-----  
Janice Hill, Mayor

-----  
Julie Cozzi, MMC, Borough Clerk

Date Introduced: 12/15/15 – Referred to Finance Committee  
Date of First Public Hearing: 01/26/16  
Date of Second Public Hearing: 02/09/16  
Corrected by Amendment: \_\_/\_\_/\_\_



Feb. 15, 2016

Dear Mayor Hill and Assembly,

The Upper Lynn Canal Fish and Game Advisory Committee fully supports having a town hall meeting with DEC to discuss the ramifications of a Tier 3 designation of the Chilkat River and answer questions from the public.

The AC gathered a number of questions about the issue from the audience and board at their recent meeting of Feb. 12. We would hope to submit them to the DEC representative and have them addressed at the meeting.

Thank you for your time,

Sincerely,  
Tim McDonough  
Chair ULCAC