

Introduced by: Mayor
Date: Mar. 15, 1988
Vote: Unanimous
Action: Enacted
Hearing: Apr. 19, 1988

KENAI PENINSULA BOROUGH

ORDINANCE 88-8

AMENDING KPB CHAPTER 16.60 TO PROVIDE FOR PROCEDURES REGARDING THE OPERATIONS OF THE ANCHOR POINT FIRE AND EMERGENCY MEDICAL SERVICE AREA.

WHEREAS, the Anchor Point Fire & Emergency Medical Service Area was established through KPB Ordinance 83-88 which was ratified by a vote of the residents in 1983; and

WHEREAS, the enabling ordinance codified at KPB Chapter 16.60 failed to provide the necessary provisions regarding the election of board officers, filling of vacancies on the board, authorizing the board to adopt regulations governing its conduct, and outlining the fiscal (physical) procedures required for service area operations; and

WHEREAS, the borough code has provided for standard provisions dealing with these activities in the cases of all other fire and emergency service areas; and

WHEREAS, the Anchor Point Fire and Emergency Medical Service Area Board, at its meeting of March 3rd, 1988, voted to request that the Assembly enact the provisions of this ordinance;

NOW THEREFORE BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

Section 1. That KPB Chapter 16.60 is hereby amended by the enactment of additional code sections 16.60.050 through 16.60.080 to read as follows:

16.60.050 Board--Election of officers and quorum. A. Three (3) members of the board shall constitute a quorum; however, any action shall require the affirmative vote of three (3) board members.

B. At the first regular meeting following certification of the election by the assembly, and annually thereafter, the board shall elect by majority vote of the board members, and from the board members, a chair and such other officers as the board deems to be desirable. These officers shall hold office until their successors are elected.

16.60.060 Board--Vacancies. A. Vacancies on the board are created upon a declaration of vacancy by the board if a member:

1. Fails to qualify or to take office within thirty (30) days after appointment;

2. Is physically absent from the service area for a 90-day period unless excused by the board;

3. Resigns;

4. Is physically or mentally unable to perform the duties of his office, as determined by a majority vote of the board;

5. Is removed from office;

6. Misses three (3) consecutive regular meetings unless excused by the board;

7. Is convicted of a felony or an offense involving a violation of his oath of office.

B. Vacancies on the board shall be filled by a majority vote of the remaining board members until the next general election of the borough, at which time a new member shall be elected to fill the unexpired term or for a three (3) year term if no unexpired term remains.

16.60.070 Board--Bylaws. A. The service area board may adopt bylaws or regulations governing the conduct of its affairs so long as these bylaws are procedural in nature and do not conflict with the rules, ordinances, statutes and regulations governing the service area board.

B. The board may establish various committees and appoint members to them.

16.60.080 Fiscal procedures. A. All contracts for capital improvements and maintenance performed in connection with the service area shall be bid and administered by the borough department of public works in accordance with the department's normal procedure for the letting of contracts.

B. The purchasing agent for the service area is the borough director of finance. All purchases of supplies, materials and equipment shall be made in accordance with the rules and regulations adopted by the borough assembly.

C. The service area board shall arrange for the preparation of a budget and capital program which shall be submitted to the mayor and assembly for approval. The budget and capital expenditures proposal shall be subject to the procedures for adopting the borough budget and capital expenditures program and for consideration of such items by the borough assembly.

D. The service area shall abide by the fiscal policies and procedures applicable to the borough general government budget.

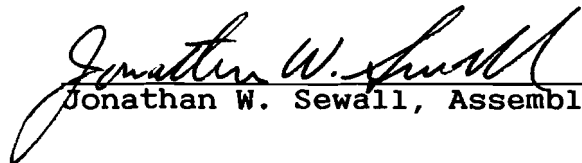
E. All accounting functions of the service areas shall be performed under the supervision of the borough director of finance, who

shall provide rules and regulations and procedures governing the issuance of vouchers, the payment of vouchers, the issuance of checks, the payment of checks, the use of the central treasury of the borough, and the manner in which all bonds, contracts, leases or other obligations requiring payment of funds for the appropriations of the service area budget shall be processed and administered.

F. The service area shall not hire any personnel without the approval of the borough assembly. Unless otherwise provided, the borough personnel system and Title 3 of the Borough Code of Ordinances shall be applied to any person employed in connection with the service area, excluding independent contractors.

Section 2. That this ordinance shall take effect immediately upon its enactment.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH ON THIS
19th DAY OF April, 1988.


Jonathan W. Sewall, Assembly President

ATTEST:


Borough Clerk