

MATANUSKA-SUSITNA BOROUGH

350 East Dahlia Avenue, Palmer, Alaska 99645-6488 - 907-745-9683

BOROUGH MAYOR

Timothy L. Anderson

BOROUGH CLERK

Sandra A. Dillon, CMC

BOROUGH MANAGER

John Duffy

BOROUGH ATTORNEY

Teresa S. Williams



BOROUGH ASSEMBLY

J. Bruce Bush, District 1
Bill Allen, District 2
Talis J. Colberg, District 3
Mary Kvalheim, District 4
Jody Simpson, District 5
Jim Colver, District 6
Kelly Ladere, District 7

ASSEMBLY AGENDA

ASSEMBLY CHAMBERS
350 E. DAHLIA AVENUE, PALMER

REGULAR MEETING

6 P.M.

TUESDAY, AUGUST 19, 2003

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA

IV. PLEDGE OF ALLEGIANCE

V. MINUTES OF PRECEDING MEETINGS

A. Special Assembly Meeting: August 5, 2003

B. Regular Assembly Meeting: August 5, 2003

VI. REPORTS/CORRESPONDENCE

A. AGENCY REPORTS

1. Reports from cities

2. Matanuska-Susitna Borough School District

B. COMMITTEE REPORTS

1. Joint Assembly/School Board Committee on School Issues

2. Regional Transportation Planning Organization

- C. MANAGER COMMENTS
- D. ATTORNEY COMMENTS
- E. CLERK COMMENTS
- F. CITIZEN AND OTHER CORRESPONDENCE

- 1. MSB Board/Committee Minutes:
 - a. Animal Care and Regulation Board: 06/09/03
 - b. Knik Road Service Area No. 17: 08/03/03
 - c. Mat-Su Fire Chiefs Association: 07/30/03
 - d. Midway Road Service Area No. 9: 07/31/03
 - e. Planning Commission: 07/21/03

G. INFORMATIONAL MEMORANDUMS

- 1. IM No. 03-222: AN INFORMATIONAL MEMORANDUM TO REPORT AN AMENDMENT TO THE TOTAL EXPENDITURE FIGURE FOR THE DOROTHY SWANDA JONES BUILDING EMERGENCY REPAIRS, PROJECT NO. 10057.
- 2. IM No. 03-224: AN INFORMATIONAL MEMORANDUM TO REPORT THE MANAGER'S DECISION TO WAIVE STANDARD PURCHASING PROCEDURES TO ALLOW A CHANGE ORDER TO SIMPLEX GRINNELL IN THE AMOUNT OF \$57,526 FOR THE PALMER HIGH SCHOOL FIRE PROTECTION PROJECT, PROJECT NO. 40140.

VII. SPECIAL ORDERS (to begin at 7 p.m.)

- A. PERSONS TO BE HEARD (Three minutes per person.)
- B. PUBLIC HEARINGS (Three minutes per person.)

- 1. Ordinance Serial No. 03-123: AN ORDINANCE CREATING EVE'S DRIVE AND RIB ROAD ROAD PAVING LOCAL IMPROVEMENT DISTRICT NO. 385, APPROVING THE IMPROVEMENT PLAN FOR THE DISTRICT, AUTHORIZING THE MANAGER TO PROCEED WITH THE IMPROVEMENT, AND ASSESSING EQUALLY AMONG THE PROPERTIES WITHIN THE DISTRICT THE COSTS OF THE IMPROVEMENT.

- a. IM No. 03-185
 - b. IM No. 03-216

- 2. Ordinance Serial No. 03-133: AN ORDINANCE AMENDING THE FISCAL YEAR 2004 ANNUAL BUDGET AND CAPITAL RESERVE.
 - a. IM No. 03-187

- 3. Ordinance Serial No. 03-135: AN ORDINANCE REAPPROPRIATING \$25,000 TO FUND 480, PROJECT NO. 45138, FROM THE FY04 PLANNING DIVISION'S OPERATING BUDGET (100-130-130-429-300) FOR THE PURPOSE OF PROFESSIONAL SERVICES TO ASSIST IN THE DEVELOPMENT OF THE Y COMMUNITY COMPREHENSIVE PLAN.
 - a. IM No. 03-198

- 4. Ordinance Serial No. 03-136: AN ORDINANCE ACCEPTING AND APPROPRIATING \$4,225.67 FROM MATANUSKA TELEPHONE ASSOCIATION TO A NON-LAPSING CAPITAL FUND 480, PROJECT NO. 20312, FOR UPGRADING AND ENHANCING THE TELECOMMUNICATIONS AND INFORMATION SERVICES IN THE BOROUGH LIBRARIES.
 - a. IM No. 03-194

- 5. Ordinance Serial No. 03-137: AN ORDINANCE ACCEPTING AND APPROPRIATING \$17,035.20 FROM THE STATE OF ALASKA, DEPARTMENT OF NATURAL RESOURCES, OFFICE OF HISTORY AND ARCHAEOLOGY, TO FUND 480, PROJECT NO. 20325, FOR PHASE II OF THE INTERPRETATIVE SIGNS PROJECT FOR THE MATANUSKA COLONY HISTORIC DISTRICT.
 - a. Resolution Serial No. 03-082: A RESOLUTION APPROVING THE SCOPE OF WORK FOR PHASE II OF THE INTERPRETATIVE SIGNS PROJECT FOR THE MATANUSKA COLONY HISTORIC DISTRICT.
 - (1) IM No. 03-196

- 6. Ordinance Serial No. 03-138: AN ORDINANCE PROVIDING FOR THE SALE OF CERTAIN BOROUGHWIDE REAL PROPERTY ACQUIRED THROUGH TAX FORECLOSURE FOR DELINQUENT REAL PROPERTY TAXES YEARS 1990, 1993, 1995, AND 1997 AND PRIOR, AND FOR DELINQUENT

SPECIAL ASSESSMENTS YEARS 1995 AND 1998 AND PRIOR,
AND NOT NEEDED FOR PUBLIC PURPOSE.

- a. IM No. 03-199
7. Ordinance Serial No. 03-139: AN ORDINANCE APPROVING A SUPPLEMENTAL APPROPRIATION OF \$53,975 FROM FUND 200, FUND BALANCE, TO FUND 200, FISCAL YEAR 2004 NON-AREAWIDE OPERATING BUDGET, FOR THE CENTRAL LANDFILL TO PURCHASE A TRANSFER TRAILER.
 - a. IM No. 03-200
 8. Ordinance Serial No. 03-140: AN ORDINANCE ACCEPTING AND APPROPRIATING \$24,794 FROM THE UNITED STATES DEPARTMENT OF AGRICULTURE, NATURAL RESOURCES CONSERVATION SERVICE, FOR THE SETTLEMENT AVENUE CULVERT REPLACEMENT PROJECT, PROJECT NO. 30078.
 - a. Resolution Serial No. 03-083: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE SETTLEMENT AVENUE CULVERT REPLACEMENT PROJECT, PROJECT NO. 30078.
 - (1) IM No. 03-201
 9. Ordinance Serial No. 03-141: AN ORDINANCE ACCEPTING AND APPROPRIATING \$24,750 FROM THE UNITED STATES DEPARTMENT OF AGRICULTURE, NATURAL RESOURCES CONSERVATION SERVICE, FOR THE SITZE ROAD BRIDGE PROJECT, PROJECT NO. 30079.
 - a. Resolution Serial No. 03-084: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE SITZE ROAD BRIDGE PROJECT, PROJECT NO. 30079.
 - (1) IM No. 03-202
 10. Ordinance Serial No. 03-142: AN ORDINANCE ACCEPTING AND APPROPRIATING ALASKA STATE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT GRANT NO. 02-RR-011 IN THE AMOUNT OF \$83,871.42 AND GRANT NO. 03-DC-079 IN THE AMOUNT OF \$70,000, TO FUND 405, PROJECT NO. 45140, FOR FACILITY CONSTRUCTION AND THE PURCHASE OF FIRE FIGHTING EQUIPMENT.
 - a. Resolution Serial No. 03-085: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE ALASKA STATE DEPARTMENT OF

COMMUNITY AND ECONOMIC DEVELOPMENT
GRANT NOS. 02-RR-011 AND 03-DC-079, PROJECT NO.
45140, FUND 405, FOR FACILITY CONSTRUCTION
AND PURCHASE OF FIRE FIGHTING EQUIPMENT.

(1) IM No. 03-208

11. Resolution Serial No. 03-086: A RESOLUTION PROVIDING FOR THE CONTINUANCE OF THE ENHANCED 911 ADVISORY BOARD AND THE LOCAL ROAD SERVICE AREA ADVISORY BOARD.

a. IM No. 03-211

12. Ordinance Serial No. 03-143: AN ORDINANCE AUTHORIZING THE MATANUSKA-SUSITNA BOROUGH TO ISSUE AND SELL, NOT TO EXCEED \$10,000,000 OF LEASE CERTIFICATES OF PARTICIPATION OR LEASE REVENUE BONDS TO FINANCE PORT MACKENZIE DOCK IMPROVEMENTS; THE EXECUTION AND DELIVERY OF A LEASE AND A LEASE PURCHASE AGREEMENT AND TRUST INDENTURE TO SECURE THE CERTIFICATES; THE EXECUTION OF A CERTIFICATE PURCHASE AGREEMENT; AND PROVIDING FOR RELATED MATTERS.

a. Ordinance Serial No. 03-144: AN ORDINANCE ACCEPTING AND APPROPRIATING \$3,000,000 FROM NPI, LLC TO FUND 450, FOR PORT MACKENZIE DEEP WATER DOCK IMPROVEMENTS.

(1) IM No. 03-212

(2) AM No. 03-152: APPROVING THE DOCK LEASE AND NON-EXCLUSIVE USE RIGHT AGREEMENT BETWEEN THE MATANUSKA-SUSITNA BOROUGH AND NPI, LLC.

C. AUDIENCE PARTICIPATION (Three minutes per person.)

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

A. INTRODUCTION (For public hearing - 09/02/03, 7 p.m., Borough Assembly Chambers)

1. Ordinance Serial No. 03-145: AN ORDINANCE CLASSIFYING LANDS AND APPROVING LANDS FOR SALE OR RETENTION OF 20 BOROUGH-OWNED TRACTS OF LAND BETWEEN THE AREA OF SUTTON AND HOUSTON.
 - a. IM No. 03-213
2. Ordinance Serial No. 03-146: AN ORDINANCE CLASSIFYING LANDS AND APPROVING LANDS FOR SALE OR RETENTION OF 15 BOROUGH-OWNED TRACTS OF LAND BETWEEN THE AREA OF HOUSTON AND MONTANA CREEK.
 - a. IM No. 03-214
3. Ordinance Serial No. 03-147: AN ORDINANCE ACCEPTING AND APPROPRIATING \$14,320 FROM THE ALASKA STATE DIVISION OF EMERGENCY SERVICES TO THE BOROUGH LOCAL EMERGENCY PLANNING COMMITTEE FUND 480, PROJECT NO. 20259, FOR FISCAL YEAR 2004 OPERATIONS.
 - a. IM No. 03-217
4. Ordinance Serial No. 03-148: AN ORDINANCE ACCEPTING AND APPROPRIATING A \$47,893 FEDERAL EMERGENCY MANAGEMENT AGENCY ASSISTANCE TO FIREFIGHTERS GRANT AND REQUESTING AN APPROPRIATION OF \$10,321 FROM THE BIG LAKE FIRE SERVICE AREA FUND BALANCE, FUND 256, TO PROJECT NO. 45141, FUND 405, TO DEVELOP A FIREFIGHTER PHYSICAL FITNESS AND WELLNESS PROGRAM.
 - a. Resolution Serial No. 03-092: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE FEDERAL EMERGENCY MANAGEMENT AGENCY ASSISTANCE TO FIREFIGHTERS GRANT FOR THE BIG LAKE FIRE SERVICE AREA, PROJECT NO. 45141, FUND 405, TO DEVELOP A FIREFIGHTER PHYSICAL FITNESS AND WELLNESS PROGRAM.
 - (1) IM No. 03-218
5. Ordinance Serial No. 03-149: AN ORDINANCE ACCEPTING AND APPROPRIATING A \$42,000 GRANT TO FUND 440, PROJECT NO. 20340, FROM THE STATE OF ALASKA, DEPARTMENT OF EDUCATION AND EARLY DEVELOPMENT, DIVISION OF LIBRARIES, ARCHIVES AND MUSEUMS, FOR PHASE II OF THE MATANUSKA-SUSITNA LIBRARY CONSORTIUM AUTOMATION CONVERSION.

- a. Resolution Serial No. 03-093: A RESOLUTION IDENTIFYING THE SCOPE OF WORK AND BUDGET FOR THE STATE OF ALASKA, DEPARTMENT OF EDUCATION AND EARLY DEVELOPMENT, DIVISION OF LIBRARIES, ARCHIVES AND MUSEUMS INTERLIBRARY COOPERATION GRANT FOR PHASE II OF THE MATANUSKA-SUSITNA LIBRARY CONSORTIUM AUTOMATION CONVERSION.
 - (1) IM No. 03-219
 - (2) AM No. 03-170: AUTHORIZING THE MANAGER TO ENTER INTO AN AGREEMENT WITH THE UNIVERSITY OF ALASKA FAIRBANKS FOR THE PURCHASE OF A NEW LIBRARY AUTOMATION SYSTEM IN THE AMOUNT OF \$189,012.

- 6. Ordinance Serial No. 03-150: AN ORDINANCE REAPPROPRIATING \$50,000 FROM THE TALKEETNA SEWER AND WATER OPERATING BUDGET (FUND 293) TO FUND 415 FOR TALKEETNA SEWER AND WATER REPAIRS, UPGRADE AND EXPANSION, PROJECT NO. 25037.
 - a. Resolution Serial No. 03-094: A RESOLUTION APPROVING A LOAN FROM THE REVOLVING LOAN FUND (FUND 600) IN THE AMOUNT OF \$50,000 TO THE TALKEETNA SEWER AND WATER SERVICE AREA, FUND 293, FOR REPAIRS, UPGRADE, AND EXPANSION.
 - b. Resolution Serial No. 03-095: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE TALKEETNA SEWER AND WATER REPAIRS, UPGRADE, AND EXPANSION PROJECT, PROJECT NO. 25037.
 - (1) IM No. 03-220

- 7. Ordinance Serial No. 03-151: AN ORDINANCE ACCEPTING AND APPROPRIATING \$55,000 FROM THE UNITED STATES DEPARTMENT OF THE INTERIOR, BUREAU OF LAND MANAGEMENT TO FUND 480, PROJECT NO. 20330, MATANUSKA-SUSITNA BOROUGH GIS PROPERTY WEB SITE PROJECT.
 - a. Resolution Serial No. 03-096: A RESOLUTION APPROVING THE REVISED SCOPE OF WORK AND BUDGET FOR THE MATANUSKA-SUSITNA BOROUGH

GIS PROPERTY WEB SITE PROJECT, PROJECT NO. 20330 AND AUTHORIZING THE MANAGER TO MODIFY AN ASSISTANCE AGREEMENT WITH THE UNITED STATES DEPARTMENT OF THE INTERIOR, BUREAU OF LAND MANAGEMENT, FOR MANAGEMENT OF THE GRANT.

(1) IM No. 03-221

8. Ordinance Serial No. 03-152: AN ORDINANCE AUTHORIZING THE CLASSIFICATION OF LOTS 1 THROUGH 6, BLOCK 2, AND LOTS 9 THROUGH 12, BLOCK 3, TALKEETNA TOWNSITE, ACCORDING TO UNITED STATES SURVEY 1260 AS "PUBLIC RECREATION LANDS" AND TO APPROVE THE LESS THAN FAIR MARKET VALUE PURCHASE OF THE LOTS BY THE TALKEETNA HISTORICAL SOCIETY, INC. FOR THE PUBLIC PURPOSE OF HISTORICAL PRESERVATION WITH INTERPRETATION AND IMPROVED OPEN SPACE WITH GARDENS, PATHWAYS, AND BENCHES LOCATED IN THE TALKEETNA COMMUNITY COUNCIL AREA (MSB003767).

a. Resolution Serial No. 03-097: A RESOLUTION APPROVING THE BEST INTEREST FINDING FOR THE LESS THAN FAIR MARKET VALUE SALE OF LOTS 1 THROUGH 6, BLOCK 2, AND LOTS 9 THROUGH 12, BLOCK 3, TALKEETNA TOWNSITE, ACCORDING TO UNITED STATES SURVEY 1260, TO THE TALKEETNA HISTORICAL SOCIETY, INC. (MSB003767).

(1) IM No. 03-223

B. CONSENT AGENDA¹

1. RESOLUTIONS

a. Resolution Serial No. 03-080: A RESOLUTION ESTABLISHING A BLUE RIBBON TASK FORCE TO MAKE RECOMMENDATIONS TO THE BOROUGH REGARDING THE NEED, MANNER, AND COST OF POLICE POWERS.

(1) IM No. 03-195

¹ Resolution Serial No. 03-080 and AM Nos. 03-164, 03-167, and 03-172 were pulled from the consent agenda and addressed separately.

2. ACTION MEMORANDUMS

- a. AM No. 03-164: APPROVAL OF CHANGE ORDER TO COLLINS CONSTRUCTION, INC. FOR AN AMOUNT NOT TO EXCEED \$70,109 FOR THE FIRE STATION NO. 62 ADDITION PROJECT, FOR INSTALLATION OF A 15,000 GALLON WATER STORAGE TANK, PUMP, AND ALL ASSOCIATED PIPING.
- b. AM No. 03-167: REQUEST TO CHANGE STAFF DESIGNATION OF WATERSHED COORDINATOR FROM PERMANENT SEASONAL TO PERMANENT PART-TIME STATUS.
- c. AM No. 03-168: AWARD OF BID NO. 04-008 TO I COPY IN THE AMOUNT OF \$25,875 FOR PRINTING OF THE ELECTION INFORMATIONAL PAMPHLETS.
- d. AM NO. 03-169: AUTHORIZING THE PURCHASE OF A MULTI-USE TRUCK CHASSIS FROM ALASKA TRUCK CENTER IN THE AMOUNT OF \$47,249.25 AND A STELLAR HOOK SYSTEM FROM BOB'S SERVICES, INC. IN THE AMOUNT OF \$28,145.
- e. AM No. 03-171: AUTHORIZING THE PURCHASE OF CHAMELEON SHELTER SOFTWARE FROM HLP INCORPORATED IN THE AMOUNT OF \$23,900 FOR THE ANIMAL CARE AND REGULATION DIVISION.
- f. AM No. 03-172: CHANGE ORDER TO ALASKA ROADBUILDERS, INC. IN THE AMOUNT OF \$44,000 FOR THE 2003 PHASE II ROADS PAVING PROJECT FOR THE PAVING OF LANI DRIVE.
- g. AM No. 03-173: APPROVAL OF ELECTION OFFICIALS FOR THE OCTOBER 7, 2003, REGULAR BOROUGH ELECTION.
- h. AM No. 03-175: APPROVAL TO FILE GRANT APPLICATION FOR A WATER AND SEWER INFRASTRUCTURE ON BEHALF OF VALLEY HOSPITAL.

- C. MAYORAL NOMINATIONS AND APPOINTMENTS
 - 1. VACANCY REPORT
- D. OTHER NEW BUSINESS
- X. RECONSIDERATION
- XI. VETO
- XII. EXECUTIVE SESSION *(matters, the immediate public knowledge of which would clearly have an adverse effect upon the finances of the borough; in particular, to discuss the employee's labor contract negotiations.)*
- XIII. MAYOR AND ASSEMBLY COMMENTS
- XIV. ADJOURNMENT