

MATANUSKA-SUSITNA BOROUGH

350 East Dahlia Avenue, Palmer, Alaska 99645 - 907-861-8683

BOROUGH MAYOR

Larry DeVilbiss

BOROUGH CLERK

Lonnie R. McKechnie, CMC

BOROUGH MANAGER

John Moosey

BOROUGH ATTORNEY

Nicholas Spiropoulos



BOROUGH ASSEMBLY

Jim Sykes, District 1
Matthew Beck, District 2
Ronald Arvin, District 3
Steve Colligan, District 4
Dan Mayfield, District 5
Barbara J. Doty, District 6
Vern Halter, District 7

ASSEMBLY AGENDA **ASSEMBLY CHAMBERS** **350 EAST DAHLIA AVENUE, PALMER**

REGULAR MEETING

6 P.M.

TUESDAY, AUGUST 4, 2015

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA

IV. PLEDGE OF ALLEGIANCE

V. MINUTES OF PRECEDING MEETINGS

- A. Joint Assembly/School Board Meeting: 04/14/15
- B. Special Assembly Meeting: 06/02/15
- C. Regular Assembly Meeting: 06/02/15
- D. Special Assembly Meeting: 06/16/15
- E. Regular Assembly Meeting: 06/16/15
- F. Special Assembly Meeting: 06/24/15

VI. REPORTS/CORRESPONDENCE

- A. AGENCY REPORTS (MSB 2.12.082; Seven minutes per person.)
 - 1. Reports From Cities
 - 2. Matanuska-Susitna Borough School District
 - 3. Mat-Su Convention And Visitors Bureau – Ms. Bonnie Quill
- B. COMMITTEE REPORTS

1. Joint Assembly/School Board Committee On School Issues
2. Joint MSB Assembly/MOA Assembly Transportation Subcommittee
3. Assembly Public Relations

C. MANAGER COMMENTS

1. State/Federal Legislation
2. Strategic Planning Issues
3. Possible Acceptance Of Offer For M/V Susitna

D. ATTORNEY COMMENTS

E. CLERK COMMENTS

F. CITIZEN AND OTHER CORRESPONDENCE

1. MSB Board/Committee Minutes:

- a. Animal Care and Regulation Board: 04/13/15
- b. Aviation Advisory Board: 02/12/15, Resolution Serial No. 15-03
- c. Enhanced 911 Advisory Board: 02/10/15
- d. Greater Butte RSA Board of Supervisors: 01/08/15
- e. Local Road Service Area Advisory Board: 04/16/15
- f. Planning Commission: 05/18/15, 06/01/15, 06/15/15, Resolution Nos. 15-16(AM), 15-20(AM), 15-22
- g. Parks, Recreation, and Trails Advisory Board: 15-03
- h. Platting Board: 05/07/15, 05/21/15
- i. Transportation Advisory Board: 03/25/15, 04/15/15, 04/22/15, Resolution Serial Nos. 15-08, 15-10, and Memorandum dated 06/30/15
- j. Wastewater and Septage Advisory Board: 02/10/15, Resolution Serial Nos. 15-02, 15-03
- k. West Lakes FSA Board of Supervisors: 04/13/15

2. Community Council Minutes:

- a. Big Lake Community Council: 04/14/15, 05/12/15
- b. Pt. MacKenzie Community Council: 02/12/15, Resolution Serial No. 15-001
- c. Trapper Creek Community Council: 04/16/15, 05/21/15, Resolution No. 15-001

G. INFORMATIONAL MEMORANDUMS

1. **IM No. 15-097:** Reporting Of Conclusion Of Contract For Bid No. 14-139P To Howdie, Inc. For The Caswell Public Safety Building, Station 13-1 Design-Build Construction, Project No. 45253, For The Final Contract Amount Of \$1,900,000.
2. **IM No. 15-163:** Notification Of Certification Of 2015 Regular Real Property, Personal Property, Oil And Gas Properties, Exempted Properties, And Board Of Equalization Actions.

VII. SPECIAL ORDERS

- A. **PERSONS TO BE HEARD (MSB 2.12.081; Three Minutes Per Person.)**
(Requires 11 Days Advance Notice And Must Otherwise Be In Compliance With The Necessary Code Requirements. If No Advance Notice Is Given, Persons Wishing To Speak May Do So Under The Audience Participation Section Of The Agenda.)
- B. **PUBLIC HEARINGS (Three Minutes Per Person.)**
 1. **Ordinance Serial No. 15-064:** An Ordinance Creating South Trench Circle Natural Gas Local Improvement District No. 552, 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. 15-122
 2. **Ordinance Serial No. 15-065:** An Ordinance Creating Soapstone Area Noncontiguous Natural Gas Local Improvement District No. 558, 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. 15-123
 3. **Ordinance Serial No. 15-073:** An Ordinance Creating Birch Hills Estates Noncontiguous Natural Gas Local Improvement District No. 560, 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. 15-124

4. **Ordinance Serial No. 15-072:** An Ordinance Amending MSB 1.45.100, Schedule Of Fines For Infractions; Standardizing Fines And Adding Fines For Code Infractions Where None Are Listed.
 - a. IM No. 15-080

5. **Ordinance Serial No. 15-089:** An Ordinance Reappropriating \$230,181 From Fiscal Years 2014 And 2015 Areawide Capital Appropriations, Fund 480, Project Nos. 15035 And 15099, Tourism Infrastructure, To Fund 440, Project Nos. 15039, 15040, And 10157.
 - a. **Resolution Serial No. 15-064:** A Resolution Amending The Budgets For Project Nos. 15035 And 15099; And Approving The Scopes Of Work And Budgets For Project Nos. 47032 And 47026, Fund 480; And Project Nos. 15040, 10157, And 15039, Fund 440.
 - (1) IM No. 15-136

6. **Ordinance Serial No. 15-090:** An Ordinance Reappropriating \$30,000 From The Fiscal Year 2016 Areawide Ambulance Operations Budget, Fund 100, To Project No. 10179, Fund 425, For The Sutton Ambulance Building Renovation.
 - a. **Resolution Serial No. 15-065:** A Resolution Amending The Budget For Project No. 10179 To Allow For Additional Funding To Continue With Phase I Of The Sutton Ambulance Building Redesign Project.
 - (1) IM No. 15-140

7. **Ordinance Serial No. 15-092:** An Ordinance Amending MSB 5.25.012(A) And Placing On The Ballot Of The October 6, 2015, Regular Election, The Annexation Of Certain Properties Into The Talkeetna Flood Control Service Area No. 7.
 - a. **Resolution Serial No. 15-067:** A Resolution Finding The Annexation Of Property In The East Talkeetna Area (Northeast Of The Railroad Tracks, Between The Talkeetna River And The Twister Creek Ridge Line, To The Talkeetna River's Edge Just North Of Mercedes Drive) Into The Talkeetna Flood Control Service Area No. 7 Serves The Public Interest Without The Circulation Of A Petition Among The Residents In Said Area, As Allowed By MSB 5.10.015, Initiation By The Assembly; And Placing It Before The Voters In The October 6, 2015, Regular Borough Election. *(Sponsored By Assemblymember Halter)*
 - (1) IM No. 15-143

8. **Ordinance Serial No. 15-093:** An Ordinance Adopting MSB 3.15.035(H) To Provide A Real Property Tax Exemption For Privately Owned Real Property Rented Or Leased For Use As A Charter School. *(Sponsored By Assemblymember Halter)*
 - a. IM No. 15-144

9. **Ordinance Serial No. 15-094:** An Ordinance Approving An Appropriation Of \$320,000 From The West Lakes Fire Service Area Fund Balance, Fund 249, To Fund 405, Project No. 45244, To Allow For The Repair Of Tanker/Pumper Apparatus.
 - a. **Resolution Serial No. 15-068:** A Resolution Approving The Scope Of Work And Budget For Project No. 45244 To Allow For The Repair Of Tanker/Pumper Apparatus For The West Lakes Fire Service Area.
 - (1) IM No. 15-145

10. **Ordinance Serial No. 15-095:** An Ordinance Reappropriating \$90,000 From The Administration Fiscal Year 2015 Operating Budget, Fund 100, To Project No. 45195-4200-4202, Fund 480, For The Classification And Compensation System Redesign Project, And Authorizing The Manager To Issue A Sole Source Contract.
 - a. **Resolution Serial No. 15-069:** A Resolution Approving The Scope Of Work And Budget For Project No. 45195-4200-4202 For A Classification And Compensation System Redesign Project, And Authorizing The Manager To Issue A Sole Source Contract.
 - (1) IM No. 15-150

C. AUDIENCE PARTICIPATION (Three Minutes Per Person.)

D. CONSENT AGENDA

1. RESOLUTIONS

- a. **Resolution Serial No. 15-072:** A Resolution Approving Review Of Title 43, Flag Lot Requirements, For Subdivisions Served Only By Pioneer Access Roads.
 - (1) IM No. 15-154

- b. **Resolution Serial No. 15-073:** A Resolution Revising A Portion Of The Schedule Of Transfer Site Fees For The Collection And Disposal Of Solid Waste. *(Sponsored By Assemblymembers Mayfield And Halter)*
 - (1) IM No. 15-167

- c. **Resolution Serial No. 15-074:** A Resolution Approving The Amended Budgets And Transfer Of Funds From Vine Road Upgrade, Project No. 35410, To Collector Road Access To Machetanz Elementary, Also Known As Trunk Road Extension South, Project No. 35402, In The Amount Of \$78,632.50.
(1) IM No. 15-168

2. ACTION MEMORANDUMS

- a. **AM No. 15-096:** Authorization To Purchase A One-Year Extended Software Maintenance Silver Support Agreement From MicroData For An Amount Of \$122,985.67 For The E-911 System.
- b. **AM No. 15-099:** Approval Of Change Order 10 To Contract No. 07-196 With Perkins Consulting In An Amount Not To Exceed \$110,000 For South Central Rail Extension.
- c. **AM No. 15-113:** Approving The Increase Of Hours For The Information Technology Department's Administrative Specialist From 30 Hours A Week To 40 Hours A Week.
- d. **AM No. 15-114:** Acceptance Of Late Filed And Retroactive Senior Citizen And Disabled Veteran Exemption Applications.
- e. **AM No. 15-115:** Authorizing The Manager To Enter Into An Agreement With The City Of Palmer In The Contract Amount Of \$335,186 For Fire Protection Services For The Contract Period Of July 1, 2015, To June 30, 2016.
- f. **AM No. 15-116:** Authorizing The Manager To Enter Into An Agreement With The City Of Palmer In The Contract Amount Of \$50,000 For Rescue Services For The Contract Period Of July 1, 2015, To June 30, 2016.
- g. **AM No. 15-117:** Approval Of Contract Amendment To DOWL In The Amount Of \$39,370 To Extend Their Scope Of Services To Include Phase II Water Main Extension Construction Administration, Construction Inspection, Quality Assurance Testing, And Reviewing Closeout Documents For The Bogard Road Extension East Construction, Contract No. 06-134, Project No. 35299.

- h. **AM No. 15-118:** Approval Of Contract Amendment No. 1 To Granite Construction Company In The Amount Of \$3,014,005 To Expand Their Scope Of Services To Include Additive Alternate 4, For The Collector Road Access To Machetanz Elementary, Also Known As Trunk Road Extension South, Project No. 35402.
- i. **AM No. 15-119:** Award Of Bid No. 16-002B To Dirtworks, Inc. In The Contract Amount Of \$108,490 For Knik Elementary And Goosebay Elementary Schools Drainage And Playground Improvements.
- j. **AM No. 15-120:** Award Of Bid No. 16-018B To Jim Psenak Construction In The Contract Amount Of \$144,099 For Jim Creek Parking Lot Improvements.
- k. **AM No. 15-122:** Award Of Bid No. 16-007B To Dirtworks, Inc. In The Contract Amount Of \$410,323.55 For Sea Biscuit Lane, Man-Of-War Circle, Seretariat Drive, And Whirl-Away Upgrades.
- l. **AM No. 15-123:** Award Of Bid No. 16-015B To Northern Asphalt Construction, Inc. In The Contract Amount Of \$1,551,494.25 For 2015-2016 Roads Paving Boroughwide.
- m. **AM No. 15-124:** Award Of Bid No. 16-005B To Norse Alaska, LLC. In The Contract Amount Of \$160,000 To Reconstruct Approximately 1,265 Linear Feet Of North Ryder Drive.
- n. **AM No. 15-125:** Award Of Bid No. 16-014B To Tutka, LLC. In The Contract Amount Of \$279,994 For Highline Lane, Biltmore Court, And Claridge Court Improvements.
- o. **AM No. 15-126:** Award Of Bid No. 16-006B To Valley General Construction, LLC. In The Contract Amount Of \$604,564 For Brass Ring Drive, Easy Street, Cozy Circle, And Carousel Way Upgrades.
- p. **AM No. 15-127:** Award Of Bid No. 16-013B To Valley General Construction, LLC. In The Contract Amount Of \$152,972 For Weltin Way And Lorena Drive Improvements.
- q. **AM No. 15-128:** Approval Of Election Officials For The October 6, 2015, Regular Borough Election.

VIII. UNFINISHED BUSINESS

- A. **Ordinance Serial No. 15-061:** An Ordinance Repealing Permanent Registration Of Motor Vehicles Over Eight Years Old And Permanent Registration Of Non-Commercial Trailers And Repealing Changes To The Motor Vehicle Tax Distribution To Restore The Distribution To The Original Amounts. *(Sponsored By Assemblymember Sykes)*
1. IM No. 15-103
- B. **Ordinance Serial No. 15-071:** An Ordinance Amending MSB 3.15.035(C), Option Exemptions, Changing Business Inventory Tax. *(Sponsored By Assemblymember Sykes)*
1. IM No. 15-119

IX. VETO

X. NEW BUSINESS

- A. INTRODUCTIONS (For public hearing – 08/18/15, Assembly Chambers)
1. **Ordinance Serial No. 15-098:** An Ordinance Amending MSB 3.30.200, Definitions, Excise Tax On Tobacco Products. *(Sponsored by Assemblymember Sykes)*
 - a. IM No. 15-141
 2. **Ordinance Serial No. 15-099:** An Ordinance Accepting And Appropriating A \$9,990 Alaska State Division Of Forestry Volunteer Fire Assistance Grant And Requesting A Reappropriation Of \$1,110 From The Willow Fire Service Area Fiscal Year 2016 Operating Budget, Fund 258, To Project No. 20146, Fund 405, For Wildland/Fire Equipment.
 - a. **Resolution Serial No. 15-075:** A Resolution Approving The Scope Of Work And Budget For The Alaska State Division Of Forestry Volunteer Fire Assistance Grant And Matching Funds For Willow Fire Service Area, Project No. 20146, Fund 405
 - (1) IM No. 15-158
 3. **Ordinance Serial No. 15-100:** An Ordinance Accepting And Appropriating A \$9,000 Alaska State Division Of Forestry Volunteer Fire Assistance Grant And Requesting A Reappropriation Of \$1,000 From The Butte Fire Service Area Fiscal Year 2016 Operating Budget, Fund 251, To Project No. 20144, Fund 405, For Wildland/Fire Equipment.
 - a. **Resolution Serial No. 15-076:** A Resolution Approving The Scope Of Work And Budget For The Alaska State Division Of Forestry Volunteer Fire Assistance Grant And

Matching Funds For Butte Fire Service Area, Project No. 20144, Fund 405.

(1) IM No. 15-159

4. **Ordinance Serial No. 15-101:** An Ordinance Accepting And Appropriating A \$9,831.22 Alaska State Division Of Forestry Volunteer Fire Assistance Grant And Requesting A Reappropriation Of \$1,092.35 From The Caswell Fire Service Area Fiscal Year 2016 Operating Budget, Fund 248, To Project No. 20150, Fund 405, For Wildland/Fire Equipment.

a. **Resolution Serial No. 15-077:** A Resolution Approving The Scope Of Work And Budget For The Alaska State Division Of Forestry Fire Assistance Grant And Matching Funds For Caswell Fire Service Area, Project No. 20150, Fund 405.

(1) IM No. 15-160

5. **Ordinance Serial No. 15-102:** An Ordinance Accepting And Appropriating A \$10,000 Alaska State Division Of Forestry Volunteer Fire Assistance Grant And Requesting A Reappropriation Of \$1,111 From The West Lakes Fire Service Area Fiscal Year 2016 Operating Budget, Fund 249, To Project No. 20151, Fund 405, For Wildland/Fire Clothing, Gear, And Equipment.

a. **Resolution Serial No. 15-078:** A Resolution Approving The Scope Of Work And Budget For The Alaska State Division Of Forestry Volunteer Fire Assistance Grant And Matching Funds For West Lakes Fire Service Area, Project No. 20151, Fund 405.

(1) IM No. 15-161

6. **Ordinance Serial No. 15-103:** An Ordinance Accepting And Appropriating \$14,343 From The Alaska State Division Of Homeland Security And Emergency Management For The Local Emergency Planning Committee, Fund 480, Project No. 20259, For Fiscal Year 2016 Operations.

a. **Resolution Serial No. 15-079:** A Resolution Approving The Scope Of Work And Budget For The Alaska State Division Of Homeland Security And Emergency Management Grant, Project No. 20259, Fund 480, For The Borough Local Emergency Planning Committee.

(1) IM No. 15-162

7. **Ordinance Serial No. 15-104:** An Ordinance Providing For The Sale Of Certain Boroughwide Real Property Acquired Through Tax Foreclosure For Delinquent Real Property Tax Years 2006 And Prior, 2007 And Prior, 2008 And Prior, And 2009 And Prior;

And Delinquent Special Assessment For The Year 2010 And Prior,
And Not Needed For Public Purpose.

a. IM No. 15-166

8. **Ordinance Serial No. 15-105:** An Ordinance Approving A Less Than Fair Market Value Sale Of Borough Land In The Amount Of \$10 To The Petersville Community Nonprofit Corporation For Purpose Of Constructing A Warm Storage Building For The Petersville Search And Rescue To Store Emergency Equipment And Use As Staging For Remote Search And Rescue Operations, Said Parcel Identified As Lot 2, Block 16, Kenny Creek Subdivision (MSB007056).

a. IM No. 15-169

9. **Ordinance Serial No. 15-106:** An Ordinance Approving A Supplemental Appropriation Of \$11,000 From Willow Fire Service Area Fund Balance, Fund 258, To The Willow Fire Service Area Fiscal Year 2016 Operating Budget, Fund 258, To Reimburse For The Crystal Lakes Warm Storage Building Restroom Facility.

a. IM No. 15-170

10. **Ordinance Serial No. 15-107:** An Ordinance Approving An Appropriation Of \$110,000 From Knik Road Service Area No. 17 Fund Balance, Fund 274, To Fund 410, Project No. 30040, For Knik Road Service Area No. 17 Capital Projects.

a. IM No. 15-171

11. **Ordinance Serial No. 15-108:** An Ordinance Approving An Appropriation Of \$70,000 From Fairview Road Service Area No. 14 Fund Balance, Fund 271, To Fund 410, Project No. 30037, For Fairview Road Service Area No. 14 Capital Projects.

a. IM No. 15-172

B. INTRODUCTIONS (For public hearing – 09/15/15, Assembly Chambers)

1. **Ordinance Serial No. 15-096:** An Ordinance Creating West Rangeview Drive Road Paving Local Improvement District No. 566, 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. 15-153

2. **Ordinance Serial No. 15-097:** An Ordinance Creating East Doc McKinley Avenue Noncontiguous Natural Gas Local Improvement District No. 569, 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. 15-164

C. MAYORAL NOMINATIONS AND APPOINTMENTS

1. VACANCY REPORT

D. OTHER NEW BUSINESS

E. REFERRALS (For Referral To The Planning Commission For 90 Days Or Other Date Specified By The Assembly)

XI. RECONSIDERATION

XII. MAYOR, ASSEMBLY, AND STAFF COMMENTS

XIII. EXECUTIVE SESSION

XIV. ADJOURNMENT

**Disabled Persons Needing Reasonable Accommodation In Order To Participate At An Assembly Meeting
Should Contact The Borough ADA Coordinator At 861-8432 At Least One Week In Advance Of The Meeting.**