

MATANUSKA-SUSITNA BOROUGH

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

BOROUGH MAYOR

Vern Halter

BOROUGH CLERK

Lonnie R. McKechnie, CMC

BOROUGH MANAGER

John Moosey

BOROUGH ATTORNEY

Nicholas Spiropoulos



BOROUGH ASSEMBLY

Jim Sykes, District 1
Matthew Beck, District 2
George McKee, District 3
Steve Colligan, District 4
Dan Mayfield, District 5
Barbara J. Doty, District 6
Randall Kowalke, District 7

ASSEMBLY AGENDA ASSEMBLY CHAMBERS 350 EAST DAHLIA AVENUE, PALMER

REGULAR MEETING

6 P.M.

TUESDAY, APRIL 5, 2016

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF AGENDA
- IV. PLEDGE OF ALLEGIANCE
- V. MINUTES OF PRECEDING MEETINGS
- VI. REPORTS/CORRESPONDENCE
 - A. AGENCY REPORTS (MSB 2.12.082; Seven minutes per person.)
 1. Reports From Cities
 2. Matanuska-Susitna Borough School District
 - B. COMMITTEE REPORTS
 1. Joint Assembly/School Board Committee On School Issues
 2. Assembly Public Relations
 - C. MANAGER COMMENTS
 1. State/Federal Legislation
 2. Strategic Planning Issues
 3. Manager Evaluation Process
 4. Plan For Alaska

D. ATTORNEY COMMENTS

E. CLERK COMMENTS

F. CITIZEN AND OTHER CORRESPONDENCE

1. MSB Board/Committee Minutes:
 - a. Big Lake RSA Board of Supervisors: 08/13/15
 - b. Caswell FSA Board of Supervisors: 11/11/15
 - c. Emergency Medical Services Board: 06/03/15
 - d. Greater Butte RSA Board of Supervisors: 07/09/15
 - e. Greater Talkeetna RSA Board of Supervisors: 11/12/15
 - f. Local Road Service Area Advisory Board: 01/21/16
 - g. Meadow Lakes RSA Board of Supervisors: 09/21/15, Resolution No. 16-01
 - h. Planning Commission: Resolution Serial No. 16-07, 16-10,
 - i. Platting Board: 01/07/16, 01/21/16,
 - j. Transportation Advisory Board: 11/18/15
 - k. Willow FSA Board of Supervisors: 12/21/15
2. Community Council Minutes:
 - a. Big Lake Community Council: 01/12/16
 - b. Fishhook Community Council: 10/29/15
 - c. Glacier View Community Council: 01/22/15
 - d. Knik-Fairview Community Council: 01/21/15, 02/18/15, 03/18/15, 04/15/15, 05/20/15, 06/17/15, 08/19/15, 09/16/15, 10/21/15, 11/18/15
 - e. Talkeetna Community Council: 01/04/16
 - f. Willow Area Community Council: 03/02/15, 04/06/15, 05/04/15, 06/02/15, 07/06/15, 08/03/15, 09/14/15, 11/02/15, 12/07/15

G. INFORMATIONAL MEMORANDUMS

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. 16-012:** An Ordinance Amending MSB 15.24.030, Adopting The Port Master Plan.
 - a. IM No. 16-023

2. **Ordinance Serial No. 16-028:** An Ordinance Approving An Appropriation Of \$62,000 From The Willow Fire Service Area Fund Balance, Fund 258, To Fund 405, Project No. 45282, To Allow For The Purchase And Installation Of An Electric Fill Pump At Willow Fire Station 12-6.
 - a. **Resolution Serial No. 16-026:** A Resolution Approving The Scope Of Work And Budget For Project No. 45282, To Allow For The Purchase And Installation Of An Electric Fill Pump At Willow Fire Station 12-6.
 - (1) IM No. 16-047

3. **Ordinance Serial No. 16-029:** An Ordinance Reappropriating \$10,663 From Fund 435, Project No. 10145, Mat-Su Convention And Visitors Bureau Roof Repairs To Fund 440, Project No. 15040, Parks And Recreation Shop Upgrades, \$20,667 From Fund 440; Project No. 15002, Knik Museum Upgrade/Improvements To Fund 480, Project No. 15035, Recreational Highway Signage.
 - a. **Resolution Serial No. 16-027:** A Resolution Amending The Budgets For Project Nos. 10145, 15002, 15032, 15036, 15039, 15040, And 15035, And Amending The Scope Of Work For Project No. 10173.
 - (1) IM No. 16-049

4. **Ordinance Serial No. 16-030:** An Ordinance Approving An Appropriation Of \$13,140 From Fund 100 To Project No. 45267, Fund 425, To Allow For The Replacement Of An Emergency Medical Services Vehicle That Was Destroyed In A Collision.
 - a. **Resolution Serial No. 16-028:** A Resolution Approving The Scope Of Work And Budget For Project No. 45267, To Allow For The Replacement Of An Emergency Medical Services Vehicle That Was Destroyed In A Collision.
 - (1) IM No. 16-050

5. **Ordinance Serial No. 16-031:** An Ordinance Appropriating \$704,890 From The Land Management Permanent Fund, To Fund 450, Project No. 70012, As A Loan To Fund 520, To Fund Repairs To The Port Mackenzie Barge Dock Which Will Be Paid Back By Transfers From The Areawide Fund, Port Revenues And Insurance Settlement.
 - a. **Resolution Serial No. 16-029:** A Resolution Approving The Scope Of Work And Budget Of \$704,890 For The Port Mackenzie Barge Dock Repair, Project No. 70012.
 - (1) IM No. 16-059

C. AUDIENCE PARTICIPATION (Three Minutes Per Person.)

D. CONSENT AGENDA

1. RESOLUTIONS

- a. **Resolution Serial No. 16-030:** A Resolution Amending The Scopes Of Work And Budgets For Project Management System, Project No. 47507 And Sharepoint Development And Implementation, Project No. 47044 To Include The Development And Implementation Of A Project Management Site, Completion Of The Trim Upgrade To HP Records Management Allowing For Integration With Sharepoint And Consulting And Training For The Use Of HP Records Management.
(1) IM No. 16-053
- b. **Resolution Serial No. 16-031:** A Resolution Amending The Scopes Of Work And Budgets For Flood Plain Mapping, Project No. 47512, And Aerial Imagery Acquisition, Project No. 47519, To Include Flood Plain Mapping Advertising.
(1) IM No. 16-054
- c. **Resolution Serial No. 16-032:** A Resolution Amending The Budget For Project No. 10063, To Provide Additional Funding For The Dorothy Swanda Jones Administration Building Phase 2 Roof Top Unit Connections, Fire Proofing, And Back-Up Generator.
(1) IM No. 16-058
- d. **Resolution Serial No. 16-033:** A Resolution Requesting The Alaska State Legislature And Governor Walker To Enact, During The 2016 Legislative Session, Legislation To Provide For A Balanced, Sustainable, And Predictable State Budget. *(Sponsored By Mayor Halter)*
(1) IM No. 16-061
- e. **Resolution Serial No. 16-034:** A Resolution Supporting A Security Assessment Of The Financial Management Software, Logos, In An Amount Not To Exceed \$50,000. *(Sponsored By Assemblymember Kowalke)*
(1) IM No. 16-070

2. ACTION MEMORANDUMS

- a. **AM No. 16-022:** Award Of Proposal No. 16-079P To TBI Construction, Inc., In The Amount Not To Exceed \$198,000 For The Dorothy Swanda Jones Administration Building Elevator Replacement And Elevator Modifications Design And Build.
- b. **AM No. 16-023:** Authorization To Amend Contract 15-035P With The Boutet Company In The Amount Not To Exceed \$25,000 To Allow For Phase 3 Of The Matanuska River Mitigation Acquisition Project.
- c. **AM No. 16-024:** Award Of Bid 16-096B To CYS Enterprises In The Contract Amount Of \$546,917 For School District Flooring Replacement At Eight Schools.

VIII. UNFINISHED BUSINESS

- A. **Resolution Serial No. 16-012:** A Resolution Approving Certain Unincorporated Communities And The Incorporated Nonprofit Entity For Participation In The Fiscal Year 2017 Community Revenue Sharing Program.
 1. IM No. 16-033
- B. **Ordinance Serial No. 16-003:** An Ordinance Amending MSB 17.60 To Include Permit Requirements And Standards For Marijuana Related Facilities; And Repealing Unapplicable Definitions. (*Sponsored By Assemblymember Sykes*)
 1. IM No. 16-001

IX. VETO

X. NEW BUSINESS

- A. INTRODUCTIONS (For public hearing – 04/19/16, Assembly Chambers)
 1. **Ordinance Serial No. 16-027:** An Ordinance Amending MSB 2.45, Capital Projects Department.
 - a. IM No. 16-044
 2. **Ordinance Serial No. 16-036:** An Ordinance Approving Classification Of Borough-Owned Lands For Inclusion In The 2016 Competitive Sealed Bid Land Sale (MSB007129).
 - a. **Resolution Serial No. 16-035:** A Resolution Approving A Best Interest Finding Recommending Classification Of

Borough-Owned Lands Identified Herein For Inclusion In
The 2016 Competitive Sealed Bid Land Sale (MB007129).

(1) IM No. 16-055

3. **Ordinance Serial No. 16-037:** An Ordinance Amending MSB 17.28.090(A), Adding An Interim Materials District Known As Alsop East Pit, Located On A Portion Of Tract A, Point Mack Phase 1 Subdivision, Within Township 15 North, Range 4 West, Section 27, Seward Meridian.
 - a. IM No. 16-056

4. **Ordinance Serial No. 16-038:** An Ordinance Accepting And Appropriating \$30,000 From The Alaska State Department Of Health And Social Services Grant Program, To Fund 425, Project No. 45284, For Emergency Response Materials, Planning, Training, And Exercise, As Well As Personnel Costs For Coordinating The Support Of The Emergency Operations Plan.
 - a. **Resolution Serial No. 16-036:** A Resolution Approving The Scope Of Work And Budget For The Alaska State Department Of Health And Social Services Grant, Fund 425, Project No. 45284, For Emergency Response Materials, Planning, Training, And Exercise, As Well As Personnel Costs For Coordinating The Support Of The Emergency Operations Plan.
 - (1) IM No. 16-060

5. **Ordinance Serial No. 16-032:** An Ordinance Confirming The Assessment Roll For The West Mollies Circle Road Paving Local Improvement District No. 550 And Establishing The Method Of Terminating Assessments And Making Refunds To Property Owners.
 - a. **Ordinance Serial No. 16-033:** An Ordinance Providing For The Issuance And Sale Of Not To Exceed \$44,000 Principal Amount Of Special Assessment Bonds For The West Mollies Circle Road Paving Local Improvement District No. 550, And Fixing Details Of Said Bonds.
 - (1) IM No. 16-062

6. **Ordinance Serial No. 16-034:** An Ordinance Confirming The Assessment Roll For The West Coghlan Circle Natural Gas Local Improvement District No. 557 And Establishing The Method Of Terminating Assessments And Making Refunds To Property Owners.
 - a. **Ordinance Serial No. 16-035:** An Ordinance Providing For The Issuance And Sale Of Not To Exceed \$85,000 Principal Amount Of Special Assessment Bonds For The

West Coghlan Circle Natural Gas Local Improvement
District No. 557, And Fixing Details Of Said Bonds.

(1) IM No. 16-063

7. **Ordinance Serial No. 16-039:** An Ordinance Approving A Supplemental Appropriation Of \$16,000 From The Willow Fire Service Area Fund Balance, Fund 258, To The Fiscal Year 2016 Willow Fire Service Area Operating Budget To Cover Wages And Benefits For The Remainder Of Fiscal Year 2016.
 - a. IM No. 16-065
8. **Ordinance Serial No. 16-040:** An Ordinance Approving A Supplemental Appropriation Of \$24,000 From The Caswell Fire Service Area Fund Balance, Fund 248, To The Fiscal Year 2016 Caswell Fire Service Area Operating Budget To Cover Wages And Benefits For The Remainder Of Fiscal Year 2016.
 - a. IM No. 16-066
9. **Ordinance Serial No. 16-041:** An Ordinance Amending MSB 5.25.012 Service Area No. 7: Talkeetna Flood Control Service Area, To Establish The Board Of Supervisors, And MSB 5.15.010(A), Organization Of Boards Of Supervisors. *(Sponsored By Assemblymember Kowalke)*
 - a. IM No. 16-067
10. **Ordinance Serial No. 16-042:** An Ordinance Approving An Appropriation Of \$182,500 From Meadow Lakes Road Service Area No.28 Fund Balance, Fund 281, To Fund 410, Project No. 30047, For Meadow Lakes Road Service Area No. 27 Capital Projects.
 - a. IM No. 16-068
11. **Ordinance Serial No. 16-043:** An Ordinance Approving An Appropriation Of \$220,000 From The Willow Fire Service Area Fund Balance, To Fund 258, Project No. 45274, For The Construction Of A Willow Fire Service Area Warm Storage Building At Four Mile Road.
 - a. **Resolution Serial No. 16-037:** A Resolution Approving The Amended Budget For Project No. 45274, To Allow For The Construction Of A Willow Fire Service Area Warm Storage Building At Four Mile Road.
 - (1) IM No. 16-069
12. **Ordinance Serial No. 16-044:** An Ordinance Accepting And Appropriating \$4,290 From The Alaska State Division Of Homeland Security And Emergency Management Grant,

Fund 425, Project No. 45158-4415, For Exercise Supplies And Contract Support.

- a. **Resolution Serial No. 16-038:** A Resolution Approving The Amended Scope Of Work And Budget For The Alaska State Division Of Homeland Security And Emergency Management Grant, Fund 425, Project No. 45158-4415, For Emergency Operation Center Software, Incident Command System Training, And Exercise Supplies And Contract Support.
 - (1) IM No. 16-071

13. **Ordinance Serial No. 16-045:** An Ordinance Amending MSB 2.27, Attorney, To Update, Organize, And More Fully Describe The Functions And Duties Of The Borough Attorney. *(Sponsored by Mayor Halter)*
 - a. IM No. 16-072

B. MAYORAL NOMINATIONS AND APPOINTMENTS

1. VACANCY REPORT

C. OTHER NEW BUSINESS

1. MOTION TO RESCIND *(Requested By Assemblymember Kowalke)*

- a. **AM No. 16-016:** Award Of Proposal No. 16-069P To the Firms Of Resource Data, Inc. and Alaska IT Group, Inc. In The Contract Amount Not To Exceed \$150,000 Per Year Per Firm For Up To Three Years For Information Technology Term Contracts For Project Management.
- b. **AM No. 16-017:** Award Of Proposal No. 16-069P To the Firms Of Resource Data, Inc., Alaska IT Group, Inc., And Sockeye Business Solutions, Inc. In The Contract Amount Not To Exceed \$150,000 Per Year Per Firm For Up To Three Years For Information Technology Term Contracts For Business Analyst.
- c. **AM No. 16-019:** Award Of Proposal No. 16-069P To The Firms Of Resource Data, Inc. And Alaska IT Group, Inc. In The Amount Not To Exceed \$150,000 Per Year Per Firm For Up To Three Years For Information Technology Term Contracts For Web/Application Specialist.

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

XI. RECONSIDERATION

- A. **Resolution Serial No. 16-023:** A Resolution To Adopt The Fiscal Year 2017 Schedule Of Rates And Fees, Effective July 1, 2016, In Order To Have A Single Document For All Fees In The Matanuska-Susitna Borough. *(Reconsideration Verbally Filed By Assemblymember Mayfield On March 15, 2016)*
(1) IM No. 16-046

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.**