

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 19, 2016

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA

IV. PLEDGE OF ALLEGIANCE

V. MINUTES OF PRECEDING MEETINGS

- A. Special Assembly Meeting: 03/01/16
- B. Regular Assembly Meeting: 03/01/16
- C. Joint Assembly/School Board Meeting: 03/08/15
- D. Special Assembly Meeting: 03/15/16
- E. Regular Assembly Meeting: 03/15/16

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 Borough Library Board – Ms. Marci Hawkins
 - 4. Mat-Su Convention and Visitors Bureau – Ms. Bonnie Quill

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

D. ATTORNEY COMMENTS

E. CLERK COMMENTS

F. CITIZEN AND OTHER CORRESPONDENCE

1. MSB Board/Committee Minutes:
 - a. Big Lake RSA Board Of Supervisors: 10/29/15
 - b. Caswell Lakes RSA Board Of Supervisors: 10/07/15
 - c. Central Mat-Su FSA Board Of Supervisors: 01/11/16
 - d. Emergency Medical Services Board: 10/07/15
 - e. Enhanced 911 Advisory Board: 12/08/15
 - f. Library Board: 11/21/15
 - g. Planning Commission: 12/07/15, 12/21/15, 01/04/16, 02/01/16, Resolution Nos. 16-09, 16-13, 16-18
 - h. Transportation Advisory Board: Resolution No. 16-01
 - i. West Lakes FSA Board of Supervisors: 01/18/16
2. Community Council Minutes:
 - a. Sutton Community Council: 11/18/15

G. INFORMATIONAL MEMORANDUMS

1. **IM No. 16-064:** Reporting Of Conclusion Of Contract For Bid No. 15-151B To Haakenson Electric For The Matanuska-Susitna Borough School District Lighting Upgrades At 14 Schools, For The Final Contract Amount Of \$686,351.74.

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. 16-027:** An Ordinance Amending MSB 2.45, Capital Projects Department.
 - a. IM No. 16-044
 2. **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
 3. **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
 4. **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
 5. **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

6. **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
7. **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
8. **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
9. **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
10. **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
11. **Ordinance Serial No. 16-042:** An Ordinance Approving An Appropriation Of \$182,500 From Meadow Lakes Road Service

Area No. 27 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

12. **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

13. **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

C. AUDIENCE PARTICIPATION (Three Minutes Per Person.)

D. CONSENT AGENDA

1. RESOLUTIONS

a. **Resolution Serial No. 16-039:** A Resolution Amending The Scope Of Work For Project No. 45051, To Include Paving, Lighting, And Safety Bollards At Sutton Fire Station 1-1.

(1) IM No. 16-075

b. **Resolution Serial No. 16-040:** A Resolution Approving The Use Of Material From Borough-Owned Parcel 26N04W17D001, Classified As Resource Management Lands For Talkeetna Airport Improvements.

(1) IM No. 16-081

2. ACTION MEMORANDUMS

- a. **AM No. 16-025:** Acceptance Of Late Filed And Retroactive Senior Citizen And Disabled Veteran Exemption Applications.
- b. **AM No. 16-026:** Award Of Bid No. 16-091B To LN Curtis And Sons In The Amount Of \$133,506 To Purchase A High Pressure Breathing Air Compressor System And Rehabilitation Trailer For The Greater Palmer Fire Service Area.
- c. **AM No. 16-027:** Approval Of A Contract Amendment For Purchase Order No. 2016-1589 To General Communications, Inc. In The Amount Of \$119,252 For The Old Glenn Highway Pathway Extension Project.
- d. **AM No. 16-028:** Approval Of A Contract Amendment For Purchase Order No. 2016-1587 To Matanuska Telephone Association In The Amount Of \$339,612 For The Old Glenn Highway Pathway Extension Project.
- e. **AM No. 16-029:** Award Of Bid No. 16-094B To F-E Contracting In The Contract Amount Of \$1,645,908 For Matanuska-Susitna Borough School District Heating, Ventilation, And Air Conditioning Upgrades At Palmer Middle Junior And Wasilla Middle Schools.

VIII. UNFINISHED BUSINESS

IX. VETO

X. NEW BUSINESS

- A. INTRODUCTIONS (For public hearing – 04/28/16, Central Mat-Su Public Safety Building; 05/02/16, Mat-Su College Glenn Massay Theater; and 05/05/16, Willow Community Center)
 - 1. **Ordinance Serial No. 16-016:** An Ordinance Appropriating Monies From The Central Treasury For The Borough Operating Funds, Enterprise Funds, Education Operating Fund, And Capital Funds; Establishing The Rate Of Levy For All Borough Functions For The Fiscal Year Beginning July 1, 2016, And Ending June 30, 2017, And Setting The Surcharge Rate For The Wireline And Wireless Enhanced 911 Systems For The Period Of July 1, 2016, Through June 30, 2017.

B. INTRODUCTIONS (For public hearing – 05/03/16, Assembly Chambers)

1. **Ordinance Serial No. 16-047:** An Ordinance Reappropriating \$125,516 From The Planning Department Fiscal Year 2016 Operating Budget, Fund 100, To Fund 480; For The Planning Office Modification Project, The Housing Analysis Project; And The Regional Transportation Project.
 - a. **Resolution Serial No. 16-041:** A Resolution Amending The Budgets For Project Nos. 47035, 47038, 47046, 47047, And 47520 And Extending The Time Of Completion For Project Funding And Approving The Scope Of Work And Budget For The Planning Office Modification Project, The Housing Analysis Project, And The Regional Transportation Project.
 - (1) IM No. 16-073

2. **Ordinance Serial No. 16-048:** An Ordinance Approving An Appropriation Of \$120,000 From Bogard Road Service Area No. 25 Fund Balance, Fund 279, To Fund 410, Project No. 30045, For Bogard Road Service Area No. 25 Capital Projects.
 - a. IM No. 16-074

3. **Ordinance Serial No. 16-049:** An Ordinance Approving An Interim Materials District Known As Lakeside Sand And Gravel, Located Within The Northwest 1/4 Of The Northwest 1/4 Of Section 25, Township 17 North, Range 04 West, Seward Meridian.
 - a. **Ordinance Serial No. 16-049 (SUB):** An Ordinance Adopting Reasons For Denial Of A Proposed Interim Materials District Known As Lakeside Sand And Gravel, Located Within The Northwest 1/4 Of The Northwest 1/4 Of Section 25, Township 17 North, Range 4 West, Seward Meridian.
 - (1) IM No. 16-076

4. **Ordinance Serial No. 16-050:** An Ordinance Accepting And Appropriating \$13,003.20 From Matanuska Telephone Association To Fund 440, Project No. 20323, For Upgrading And Enhancing The Telecommunications And Information Services Within The Matanuska-Susitna Library Network.
 - a. IM No. 16-077

5. **Ordinance Serial No. 16-046:** An Ordinance Establishing A Temporary Moratorium On Marijuana Establishments To Expire On October 19, 2016. *(Sponsored By Assemblymember Kowalke)*
 - a. IM No. 16-078

- 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)
 - 1. **Ordinance Serial No. 16-051:** An Ordinance Amending MSB 17.55.005, Setbacks And Screening Easements; Adopting MSB 17.55.030 Riparian Buffer Standards To Protect Anadromous Fish, Wildlife Habitat And Water Quality In Designated Streams; Amending MSB 17.55.040 Violations, Enforcement, And Penalties; And Amending MSB 17.125.010, Definitions.
 - a. IM No. 16-057

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.**