

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

Betty Vehrs, District 7

ASSEMBLY AGENDA

ASSEMBLY CHAMBERS

350 E. DAHLIA AVENUE, PALMER

WORK SESSION

4 P.M.

TUESDAY, JANUARY 6, 2004

- I. QUARTERLY MEETING WITH MANAGER RE: Administrative Issues/Policies

REGULAR MEETING

6 P.M.

TUESDAY, JANUARY 6, 2004

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF AGENDA
- IV. PLEDGE OF ALLEGIANCE
- V. MINUTES OF PRECEDING MEETINGS
 - A. Special Joint Assembly/School Board Meeting: December 9, 2003
 - B. Regular Assembly Meeting: December 16, 2003
 - C. Special Assembly Meeting Re: Public Question/Answer Forum on Coal Bed Methane Geology Presentation: December 16, 2003

VI. SPECIAL ORDERS OF THE DAY

- A. Proclamation in Recognition of the 40th Anniversary of the Matanuska-Susitna Borough

VII. 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: 11/10/03
 - b. Greater Willow Road Service Area No. 20: 12/18/03
 - c. Historical Preservation Commission: 08/05/03, 09/12/03, 10/03/03
 - d. Midway Road Service Area No. 9: 12/04/03
 - e. Parks, Recreation, and Trails Advisory Board: 11/24/03, 12/15/03
 - f. Planning Commission: 12/01/03, 12/15/03
 - g. Senior Citizens Advisory Board: 11/17/03
- 2. Community Council Correspondence:
 - a. Knik Fairview Community Council: 12/11/03
 - b. Trapper Creek Community Council: 12/11/03
 - c. Willow Area Community Organization: 12/01/03

G. INFORMATIONAL MEMORANDUMS

VIII. 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. Resolution Serial No. 04-001: A RESOLUTION PROVIDING FOR THE CONTINUANCE OF THE MATANUSKA-SUSITNA BOROUGH/MUNICIPALITY OF ANCHORAGE INTER-GOVERNMENTAL LIAISON COMMITTEE.
 - a. IM No. 04-002
2. Ordinance Serial No. 04-001: AN ORDINANCE AMENDING MSB 24.40.050(A), ANIMAL CARE AND REGULATION FINES FOR INFRACTIONS.
 - a. IM No. 04-003
3. Ordinance Serial No. 04-002: AN ORDINANCE REAPPROPRIATING \$20,956 FROM THE FY04 PLANNING DEPARTMENT'S OPERATING BUDGET (100-130-133-411-200) TO FUND 480, PROJECT NO. 45124, TO CONDUCT PHASE II OF THE ASSESSMENT AND AUDIT OF THE BOROUGHWIDE RECORDS MANAGEMENT PRACTICES IN THE PLANNING DEPARTMENT.
 - a. Resolution Serial No. 04-002: A RESOLUTION APPROVING THE REVISED SCOPE OF WORK AND BUDGET FOR THE ASSESSMENT AND AUDIT OF THE BOROUGHWIDE RECORDS MANAGEMENT PRACTICES.
 - (1) IM No. 04-004
4. Ordinance Serial No. 04-003: AN ORDINANCE ACCEPTING AND APPROPRIATING \$85,000 FROM THE ALASKA STATE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT TO FUND 430, FOR THE CHICKALOON TRAIL ROAD IMPROVEMENTS PROJECT, PROJECT NO. 35267.
 - a. Resolution Serial No. 04-003: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE CHICKALOON TRAIL ROAD IMPROVEMENTS, PROJECT NO. 35267.
 - (1) IM No. 04-005

5. Ordinance Serial No. 04-005: AN ORDINANCE ACCEPTING AND APPROPRIATING \$400 TO FUND 440, PROJECT NO. 45023, FROM THE COLONY MIDDLE SCHOOL SKI TEAM FOR IMPROVEMENTS AT THE CREVASSE MORAINÉ TRAIL SYSTEM.
 - a. Resolution Serial No. 04-004: A RESOLUTION APPROVING A SCOPE OF WORK AND BUDGET FOR IMPROVEMENTS AT THE CREVASSE MORAINÉ TRAIL SYSTEM.
 - (1) IM No. 04-006

C. AUDIENCE PARTICIPATION (Three minutes per person.)

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

A. INTRODUCTION (For public hearing - 01/20/04, 7 p.m., Borough Assembly Chambers)

1. Ordinance Serial No. 04-006: AN ORDINANCE APPROVING A SUPPLEMENTAL APPROPRIATION OF \$7,111 FROM THE LAND MANAGEMENT FUND BALANCE, FUND 203, TO PAY DELINQUENT TAXES, PENALTIES, INTEREST, AND FORECLOSURE COSTS UP TO CLERK'S DEED ON TAX FORECLOSED PROPERTIES BOROUGHWIDE WHERE THE REPURCHASE RIGHTS OF THE FORMER RECORD OWNERS HAVE EXPIRED.
 - a. IM No. 04-008
2. Ordinance Serial No. 04-007: AN ORDINANCE APPROVING A SUPPLEMENTAL APPROPRIATION OF \$4,231 FROM THE LAND MANAGEMENT FUND BALANCE, FUND 203, TO PAY THE REMAINING SPECIAL ASSESSMENT PRINCIPAL AND INTEREST ON THE CLERK'S DEED ON LID FORECLOSED PROPERTIES FOR LOTS 1 AND 2, BLOCK 1, SNOWSHOE WEST, LOCATED IN THE FAIRVIEW LOOP AREA, WHICH IS A TEN-YEAR PLUS PROPERTY WHERE THE REPURCHASE RIGHTS OF THE FORMER RECORD OWNERS HAVE EXPIRED.
 - a. IM No. 04-009

3. Ordinance Serial No. 04-008: AN ORDINANCE PROVIDING FOR A TEMPORARY PROCESS WHICH EXEMPTS FROM THE REQUIREMENTS OF MSB 19.08.020, LOCATION OF SCHOOL BUILDINGS, TO ALLOW FOR THE ESTABLISHMENT OF ONE SITE SELECTION COMMITTEE FOR THE PURPOSE OF QUICKLY PROCESSING A GROUP OF SEVEN TIME-SENSITIVE SCHOOL SITE SELECTION REQUESTS.
 - a. IM No. 04-012

4. Ordinance Serial No. 04-009: AN ORDINANCE ACCEPTING AND APPROPRIATING \$10,842 FROM THE UNITED STATES DEPARTMENT OF COMMERCE, NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION, NATIONAL MARINE FISHERIES SERVICE TO FUND 410, FOR THE CROOKED LAKE CULVERT RESTORATION PROJECT, PROJECT NO. 30076.
 - a. Resolution Serial No. 04-005: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE CROOKED LAKE CULVERT RESTORATION PROJECT, PROJECT NO. 30076.
 - (1) IM No. 04-013

5. Ordinance Serial No. 04-010: AN ORDINANCE AMENDING MSB 3.15.060; BY ADDING SUBSECTION (E), ADDRESSING ASSESSMENT OF PROPERTY FOR LOW-INCOME HOUSING CREDIT.
 - a. IM No. 04-014

6. Ordinance Serial No. 04-011: AN ORDINANCE ACCEPTING AND APPROPRIATING \$14,000 FROM THE ALASKA STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT CITIZEN EMERGENCY RESPONSE TEAMS (CERT) GRANT PROGRAM TO FUND 480, PROJECT NO. 45126, TO TRAIN CITIZEN EMERGENCY RESPONSE TEAMS AND PURCHASE EQUIPMENT AND SUPPLIES.
 - a. Resolution Serial No. 04-006: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE ALASKA STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT CITIZEN EMERGENCY RESPONSE TEAMS (CERT) GRANT, PROJECT NO. 45126, FUND 480, TO TRAIN CERT TEAMS AND PURCHASE EQUIPMENT AND SUPPLIES.
 - (1) IM No. 04-017

7. Ordinance Serial No. 04-012: AN ORDINANCE ACCEPTING AND APPROPRIATING A \$5,000 ALASKA STATE DIVISION OF FORESTRY VOLUNTEER FIRE ASSISTANCE GRANT AND REQUESTING AN APPROPRIATION OF \$5,000 FROM THE BIG LAKE FIRE SERVICE AREA FUND BALANCE, FUND 256, TO PROJECT NO. 20277, FUND 405.
 - a. Resolution Serial No. 04-007: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE ALASKA STATE DIVISION OF FORESTRY VOLUNTEER FIRE ASSISTANCE GRANT FOR BIG LAKE FIRE SERVICE AREA, PROJECT NO. 20277, FUND 405.
 - (1) IM No. 04-018

8. Ordinance Serial No. 04-013: AN ORDINANCE ACCEPTING AND APPROPRIATING A \$5,000 ALASKA STATE DIVISION OF FORESTRY VOLUNTEER FIRE ASSISTANCE GRANT, AND REAPPROPRIATING \$5,000 FROM THE GREATER PALMER FIRE SERVICE AREA FISCAL YEAR 2004 OPERATING BUDGET, FUND 259, TO PROJECT NO. 20177, FUND 405.
 - a. Resolution Serial No. 04-008: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE ALASKA STATE DIVISION OF FORESTRY VOLUNTEER FIRE ASSISTANCE GRANT, FOR THE GREATER PALMER FIRE SERVICE AREA, PROJECT NO. 20177, FUND 405.
 - (1) IM No. 04-019

9. Ordinance Serial No. 04-014: AN ORDINANCE ACCEPTING AND APPROPRIATING A \$5,000 ALASKA STATE DIVISION OF FORESTRY VOLUNTEER FIRE ASSISTANCE GRANT AND REQUESTING AN APPROPRIATION OF \$5,000 FROM THE MEADOW LAKES FIRE SERVICE AREA FUND BALANCE, FUND 257, TO PROJECT NO. 20257, FUND 405.
 - a. Resolution Serial No. 04-009: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE ALASKA STATE DIVISION OF FORESTRY VOLUNTEER FIRE ASSISTANCE GRANT FOR MEADOW LAKES FIRE SERVICE AREA, PROJECT NO. 20257, FUND 405.
 - (1) IM No. 04-020

10. Ordinance Serial No. 04-015: AN ORDINANCE ACCEPTING AND APPROPRIATING A \$5,000 ALASKA STATE DIVISION OF FORESTRY VOLUNTEER FIRE ASSISTANCE GRANT AND REQUESTING AN APPROPRIATION OF \$5,000 FROM THE WILLOW FIRE SERVICE AREA FUND BALANCE, FUND 258, TO PROJECT NO. 20146, FUND 405.
 - a. Resolution Serial No. 04-010: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE ALASKA STATE DIVISION OF FORESTRY VOLUNTEER FIRE ASSISTANCE GRANT FOR WILLOW FIRE SERVICE AREA, PROJECT NO. 20146, FUND 405.
 - (1) IM No. 04-021

11. Ordinance Serial No. 04-016: AN ORDINANCE ACCEPTING AND APPROPRIATING A \$80,236 FEDERAL EMERGENCY MANAGEMENT AGENCY ASSISTANCE TO FIREFIGHTERS GRANT AND REQUESTING AN APPROPRIATION OF \$8,916 FROM THE BUTTE FIRE SERVICE AREA FUND BALANCE, FUND 251, TO PROJECT NO. 45156, FUND 405, TO PURCHASE FIREFIGHTING AND TRAINING EQUIPMENT AND SUPPLIES.
 - a. Resolution Serial No. 04-011: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE FEDERAL EMERGENCY MANAGEMENT AGENCY ASSISTANCE TO FIREFIGHTERS GRANT FOR THE BUTTE FIRE SERVICE AREA, PROJECT NO. 45156, FUND 405, TO PURCHASE FIREFIGHTING AND TRAINING EQUIPMENT AND SUPPLIES.
 - (1) IM No. 04-022

12. Ordinance Serial No. 04-017: AN ORDINANCE ACCEPTING AND APPROPRIATING \$1,063,167 FROM THE ALASKA STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT GRANT PROGRAM TO FUND 425, PROJECT NO. 45158, FOR THE PURPOSE OF BETTER EQUIPPING RESPONDERS TO DEAL WITH EMERGENCY INCIDENTS.
 - a. Resolution Serial No. 04-012: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE ALASKA STATE HOMELAND SECURITY AND EMERGENCY SERVICES, PROJECT NO. 45158, FUND 425, FOR THE PURPOSE OF BETTER EQUIPPING

RESPONDERS TO DEAL WITH EMERGENCY INCIDENTS.

(1) IM No. 04-023

13. Ordinance Serial No. 04-018: AN ORDINANCE APPROVING AN APPROPRIATION OF \$250,000 FROM THE WASILLA-LAKES FIRE SERVICE AREA FUND BALANCE, FUND 250, TO THE FIRE SERVICE CAPITAL PROJECT, FUND 405, PROJECT NO. 45057, TO PURCHASE ADDITIONAL LAND (73.59) ACRES FROM THE UNIVERSITY OF ALASKA (UAA), FOR THE PURPOSE OF EXPANDING THE STATION 62 TRAINING FACILITY COMPLEX AS PART OF A TEN-YEAR MASTER PLAN.

a. Resolution Serial No. 04-013: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET IN THE AMOUNT OF \$250,000, FOR THE FIRE SERVICE CAPITAL PROJECT, PROJECT NO. 45057, TO PURCHASE ADDITIONAL LAND (73.59 ACRES) FROM THE UNIVERSITY OF ALASKA (UAA) FOR THE PURPOSE OF EXPANDING THE STATION 62 TRAINING FACILITY COMPLEX AS PART OF A TEN-YEAR MASTER PLAN.

(1) IM No. 04-001

14. Ordinance Serial No. 04-019: AN ORDINANCE ACCEPTING AND APPROPRIATING A \$388,062 FEDERAL EMERGENCY MANAGEMENT AGENCY ASSISTANCE TO FIREFIGHTERS GRANT AND REQUESTING AN APPROPRIATION OF \$43,118 FROM THE WASILLA-LAKES FIRE SERVICE AREA FUND BALANCE, FUND 250, TO PROJECT NO. 45157, FUND 405, TO PURCHASE FIRE FIGHTING AND PERSONAL PROTECTIVE EQUIPMENT AND SUPPLIES.

a. Resolution Serial No. 04-014: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE FEDERAL EMERGENCY MANAGEMENT AGENCY ASSISTANCE TO FIREFIGHTERS GRANT FOR THE WASILLA-LAKES FIRE SERVICE AREA, PROJECT NO. 45157, FUND 405, TO PURCHASE FIRE FIGHTING AND PERSONAL PROTECTIVE EQUIPMENT AND SUPPLIES.

(1) IM No. 04-015

15. Ordinance Serial No. 04-020: AN ORDINANCE ACCEPTING AND APPROPRIATING A \$51,272 FEDERAL EMERGENCY

MANAGEMENT AGENCY ASSISTANCE TO FIREFIGHTERS GRANT AND REQUESTING AN APPROPRIATION OF \$5,981 FROM THE TALKEETNA FIRE SERVICE AREA FUND BALANCE, FUND 254, TO PROJECT NO. 45129, FUND 405, TO PURCHASE FIRE FIGHTING EQUIPMENT AND SUPPLIES.

a. Resolution Serial No. 04-015: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE FEDERAL EMERGENCY MANAGEMENT AGENCY ASSISTANCE TO FIREFIGHTERS GRANT FOR THE TALKEETNA FIRE SERVICE AREA, PROJECT NO. 45129, FUND 405, TO PURCHASE FIRE FIGHTING EQUIPMENT AND SUPPLIES.

(1) IM No. 04-016

16. Ordinance Serial No. 04-021: AN ORDINANCE AMENDING THE ACCEPTANCE AND APPROPRIATION OF FUNDS FOR OLD KNIK TOWNSITE INTERPRETIVE SIGNS FY 03 HISTORIC PRESERVATION GRANT PROGRAM, ORIGINALLY SET FORTH IN ORDINANCE SERIAL NO. 03-169, ADOPTED NOVEMBER 18, 2003, FROM \$7,280 TO \$8,580.

a. Resolution Serial No. 04-018: A RESOLUTION AMENDING THE SCOPE OF WORK AND BUDGET FOR OLD KNIK TOWNSITE INTERPRETIVE SIGNS FY 03 HISTORIC PRESERVATION GRANT PROGRAM, ORIGINALLY SET FORTH IN RESOLUTION SERIAL NO. 03-110, ADOPTED NOVEMBER 18, 2003, FROM \$7,280 TO \$8,580.

(1) IM No. 04-010

17. Ordinance Serial No. 04-022: AN ORDINANCE AMENDING THE ACCEPTANCE AND APPROPRIATION OF FUNDS FOR PHASE II OF THE INTERPRETIVE SIGNS PROJECT FOR THE MATANUSKA COLONY HISTORIC DISTRICT, ORIGINALLY SET FORTH IN ORDINANCE SERIAL NO. 03-137, ADOPTED AUGUST 19, 2003, FROM \$17,035.20 TO \$20,077.20.

a. Resolution Serial No. 04-019: A RESOLUTION AMENDING THE SCOPE OF WORK AND BUDGET FOR PHASE II OF THE INTERPRETIVE SIGNS PROJECT FOR THE MATANUSKA COLONY HISTORIC DISTRICT, ORIGINALLY SET FORTH IN RESOLUTION SERIAL NO. 03-082, ADOPTED AUGUST 19, 2003, FROM \$17,035.20 TO \$20,077.20.

(1) IM No. 04-011

B. CONSENT AGENDA

1. RESOLUTIONS

- a. Resolution Serial No. 04-016: A RESOLUTION SUPPORTING ALASKA LOCAL GOVERNMENT WEEK 2004. *(Sponsor: Mayor Anderson)*
(1) IM No. 04-007
- b. Resolution Serial No. 04-017: A RESOLUTION APPROVING THE WASILLA ELEMENTARY SITE SELECTION.
(1) IM No. 04-024
- c. Resolution Serial No. 04-020: A RESOLUTION CREATING A PERFORMANCE REVIEW COMMITTEE TO ASSESS PERFORMANCE OF BOROUGH GOVERNMENT AND TO MAKE RECOMMENDATIONS TO THE ASSEMBLY.
(Sponsor: Assemblymember Colver)
(1) IM No. 04-026
- d. Resolution Serial No. 04-021: A RESOLUTION MAKING RECOMMENDATIONS TO THE GOVERNOR AND LEGISLATURE CONCERNING COAL BED METHANE LEASING, EXPLORATION, AND OPERATIONS IN THE MATANUSKA-SUSITNA BOROUGH.
(Sponsors: Assemblymembers Colver and Kvalheim)
(1) IM No. 04-027

2. ACTION MEMORANDUMS

- a. AM No. 04-002: AWARD OF BID NO. 04-038 TO L.N. CURTIS AND SONS, EAGLE ENTERPRISES INC., AND YOUNG'S FIREHOUSE, CONTRACT AMOUNTS MAY EXCEED \$15,000, FOR THE PURCHASE OF EMERGENCY SERVICES EQUIPMENT.
- b. AM No. 04-003: AWARD OF BID NO. 04-070 TO L.N. CURTIS AND SONS AND YOUNG'S FIREHOUSE, CONTRACT AMOUNTS MAY EXCEED \$15,000, FOR

THE PURCHASE OF EMERGENCY SERVICES
PERSONAL PROTECTIVE ITEMS.

- c. AM No. 04-004: APPROVAL OF CHANGE ORDER NO. 4 TO PERATROVICH, NOTTINGHAM, DRAGE, INC. IN THE AMOUNT OF \$125,000 TO PROVIDE INSPECTION SERVICES FOR THE CONSTRUCTION OF THE DEEP-DRAFT DOCK AT PORT MACKENZIE.
- d. AM No. 04-005: APPROVAL OF CHANGE ORDER NO. 4 TO TRYCK NYMAN HAYES, INC. IN THE AMOUNT OF \$42,284 FOR A COOK INLET FERRY DEMAND ANALYSIS.
- e. AM No. 04-010: AWARD OF PROPOSAL NO. 04-064, TO AGNEW: :BECK IN THE AMOUNT OF \$50,000 FOR THE PRODUCTION OF THE "Y" COMMUNITY COMPREHENSIVE PLAN.

C. MAYORAL NOMINATIONS AND APPOINTMENTS

1. VACANCY REPORT

D. OTHER NEW BUSINESS

XI. RECONSIDERATION

XII. VETO

XIII. EXECUTIVE SESSION

XIV. MAYOR AND ASSEMBLY COMMENTS

XV. ADJOURNMENT