

# MATANUSKA-SUSITNA BOROUGH

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

## BOROUGH MAYOR

Curtis D. Menard

## BOROUGH CLERK

Michelle M. McGehee, CMC

## BOROUGH MANAGER

John Duffy

## BOROUGH ATTORNEY

Nicholas Spiropoulos



## BOROUGH ASSEMBLY

Lynne Woods, District 1  
Bill Allen, District 2  
Michelle R. Church, District 3  
Mary Kvalheim, District 4  
Cindy L. Bettine, District 5  
Robert F. Wells, District 6  
Tom Kluberton, District 7

## ASSEMBLY AGENDA

**CENTRAL MAT-SU PUBLIC SAFETY BUILDING  
101 W. SWANSON AVENUE, WASILLA, ALASKA**

**REGULAR MEETING**

**6 P.M.**

**TUESDAY, JANUARY 16, 2007**

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF AGENDA<sup>1</sup>
- IV. PLEDGE OF ALLEGIANCE
- V. MINUTES OF PRECEDING MEETINGS
  - A. Special Assembly Meeting: 12/12/06
  - B. Regular Assembly Meeting: 12/19/06
- VI. REPORTS/CORRESPONDENCE
  - A. AGENCY REPORTS
    1. Reports from cities
    2. Matanuska-Susitna Borough School District
    3. Mat-Su Youth Court Program

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<sup>1</sup> AM No. 07-010 was pulled from the agenda by Administration.

B. COMMITTEE REPORTS

1. Joint Assembly/School Board Committee on School Issues
2. Assembly Public Relations

C. MANAGER COMMENTS

1. State/Federal Legislation

D. ATTORNEY COMMENTS

E. CLERK COMMENTS

F. CITIZEN AND OTHER CORRESPONDENCE

1. MSB Board/Committee Minutes:
  - a. Board of Adjustment and Appeals: 07/07/06
  - b. Greater Butte Road Service Area No. 26: 11/09/06
  - c. Port Commission: 09/18/06, Resolution Serial Nos. 06-003, 06-004, 06-005, 06-006
  - d. Real Property Asset Management Board: Resolution Serial No. 06-12
  - e. Senior Citizen's Advisory Board: 08/21/06, 09/18/06
  - f. Transportation Advisory Board: Resolution Serial No. 06-10
2. Community Council Correspondence:
  - a. Chickaloon Community Council: 01/11/06, 02/08/06, 03/08/06, 04/12/06, 05/10/06, 07/12/06, 08/09/06, 08/23/06, 09/13/06, 10/17/06, 11/08/06
  - b. South Knik River Community Council: 04/15/06, 05/20/06

G. INFORMATIONAL MEMORANDUMS

1. IM No. 07-007: AN INFORMATIONAL MEMORANDUM PROVIDING THE RECORDS MANAGEMENT POLICIES APPROVED AND SIGNED BY THE BOROUGH CLERK AND THE MANAGER SUPPORTING THE RECORDS MANAGEMENT PROGRAM BOROUGHWIDE.

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. 06-212: AN ORDINANCE CREATING WENDT ROAD NATURAL GAS LOCAL IMPROVEMENT DISTRICT NO. 419, 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. 06-311
2. Ordinance Serial No. 06-213: AN ORDINANCE CREATING NORTSHORE DRIVE ROAD PAVING LOCAL IMPROVEMENT DISTRICT NO. 420, 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. 06-312
3. Ordinance Serial No. 06-214: AN ORDINANCE CREATING HERMON HEIGHTS PHASE I AND II ROAD PAVING LOCAL IMPROVEMENT DISTRICT NO. 421, 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. 06-313
4. Ordinance Serial No. 06-216: AN ORDINANCE CREATING NORTHSTAR CIRCLE ROAD PAVING LOCAL IMPROVEMENT DISTRICT NO. 422, 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. 06-321

5. Ordinance Serial No. 06-217: AN ORDINANCE CREATING EAST SHORELINE CIRCLE ROAD PAVING LOCAL IMPROVEMENT DISTRICT NO. 423, 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. 06-322
  
6. Ordinance Serial No. 07-001: AN ORDINANCE APPROVING A SUPPLEMENTAL APPROPRIATION OF \$8,000 FROM THE TRAPPER CREEK ROAD SERVICE AREA FUND BALANCE, FUND 284, TO THE TRAPPER CREEK ROAD SERVICE AREA OPERATING BUDGET, FUND 284.
  - a. IM No. 07-003
  
7. Ordinance Serial No. 07-002: AN ORDINANCE AMENDING MSB 15.39, BOARD OF ADJUSTMENT AND APPEALS
  - a. IM No. 07-005
  
8. Ordinance Serial No. 07-003: AN ORDINANCE APPROPRIATING THE LOAN PROCEEDS IN THE AMOUNT OF \$1,000,000 FROM THE ALASKA STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION TO THE SOLID WASTE ENTERPRISE FUND, FUND 510, AND REAPPROPRIATING \$1,000,000 FROM THE SOLID WASTE ENTERPRISE FUND, TO FUND 420, PROJECT NO. 25038, FOR THE CONSTRUCTION OF A PERMANENT HOUSEHOLD HAZARDOUS WASTE FACILITY AT CENTRAL LANDFILL.
  - a. Resolution Serial No. 07-001: A RESOLUTION APPROVING THE SCOPE OF WORK AND AMENDING THE BUDGET FOR PROJECT NO. 25038 TO ALLOW FOR THE CONSTRUCTION OF A PERMANENT HOUSEHOLD HAZARDOUS WASTE FACILITY AT THE CENTRAL LANDFILL.
    - (1) IM No. 07-006
    - (2) AM No. 07-012: AWARD OF BID NO. 07-051 TO ROGER HICKEL CONTRACTING, INC., IN THE AMOUNT OF \$1,451,000 FOR THE CONSTRUCTION OF THE HOUSEHOLD HAZARDOUS MATERIAL COLLECTION FACILITY.

9. Resolution Serial No. 07-002: A RESOLUTION DESIGNATING A SITE FOR THE NEW MAT-SU MEDIUM SECURITY PRISON.
  - a. Resolution Serial No. 07-004: A RESOLUTION AUTHORIZING THE BOROUGH MANAGER TO AMEND THE MEMORANDUM OF UNDERSTANDING REGARDING THE MAT-SU PRISON, WHICH EXPIRES JUNE 30, 2007.
    - (1) IM No. 07-019
    - (2) IM No. 07-024
  
10. Ordinance Serial No. 07-005: AN ORDINANCE APPROVING A TIMBER SALE AT POINT MACKENZIE TO PREPARE THE SITE FOR THE MAT-SU MEDIUM SECURITY PRISON AND RELATED INFRASTRUCTURE WITHIN 15N04W21C001, 15N04W22C001, 15N04W27B001, AND 15N04W28A001.
  - a. IM No. 07-021
  
11. Ordinance Serial No. 06-192: AN ORDINANCE REPEALING MSB 17.01, ACKNOWLEDGEMENT OF EXISTING LAND USE REGULATIONS, ENACTING MSB 17.02, MANDATORY LAND USE PERMIT, AND AMENDING MSB 17.125.010, DEFINITIONS.
  - a. Resolution Serial No. 06-139: A RESOLUTION ESTABLISHING FEES FOR MSB MANDATORY LAND USE PERMIT, TITLE 17, ZONING. *(Public Hearing continued from 11/21/06)*
    - (1) IM No. 06-273

C. AUDIENCE PARTICIPATION (Three minutes per person.)

D. CONSENT AGENDA<sup>2</sup>

1. RESOLUTIONS

- a. Resolution Serial No. 07-005: A RESOLUTION AMENDING THE SCOPE OF WORK FOR PROJECT NO. 45204 TO ALLOW FOR THE PURCHASE OF A TIRE MACHINE, HYDRAULIC PRESS, WIRE FEED WELDER, AND A TIRE LIFT DOLLY FOR VEHICLE MAINTENANCE.
  - (1) IM No. 07-010

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<sup>2</sup> AM Nos. 07-003, 07-006. and 07-013 were pulled from the consent agenda and addressed separately.

- b. Resolution Serial No. 07-006: A RESOLUTION IN SUPPORT OF FOOD BANK OF ALASKA'S CAPITAL CAMPAIGN TO FUND THE PURCHASE OF THEIR FACILITY.  
(1) IM No. 07-013
  
- c. Resolution Serial No. 07-007: A RESOLUTION AMENDING THE SCOPE OF WORK FOR THE CONSTRUCTION OF THE MEADOW LAKES PUBLIC SAFETY BUILDING, STATION 72, PROJECT NO. 10132, TO INCLUDE THE INTERIOR, EXTERIOR, AND FLOOR PAINTING AT STATION 71, AND THE FLOOR PAINTING AT STATION 72.  
(1) IM No. 07-014
  
- d. Resolution Serial No. 07-008: A RESOLUTION AMENDING THE BUDGETS OF PROJECT NO. 45205, PHASE I ROOF ASSESSMENT STUDY, AND PROJECT NO. 45202, SUBDIVISION CONSTRUCTION MANUAL, TO ALLOW ADDITIONAL FUNDING REQUIRED FOR THE REWRITE OF THE BOROUGH SUBDIVISION CONSTRUCTION MANUAL.  
(1) IM No. 07-020

2. ASSEMBLY MEMORANDUMS

- a. AM No. 07-002: AUTHORIZATION FOR THE MANAGER TO EXTINGUISH THE REMAINING TERM OF THE GROUND LEASE AND RELINQUISH OWNERSHIP OF THE SHELDON BUILDING LOCATED AT THE ALASKA STATE FAIRGROUNDS TO THE ALASKA STATE FAIR, INC.
  
- b. AM No. 07-003: VACATION OF A 15 FOOT WIDE UTILITY EASEMENT, TWO 10 FEET BY 25 FEET, AND TWO 10 FEET BY 40 FEET ANCHOR EASEMENTS LOCATED WITHIN THE BOUNDARIES OF THE PROPOSED CREEKSIDE TOWN SQUARE, AND THE VACATION OF TWO 15 FOOT WIDE SCREENING EASEMENTS LOCATED WITHIN THE BOUNDARIES OF MANEY ACRES, PLAT NO. 83-255, FOR

THE PROPOSED CREEKSIDE TOWN SQUARE,  
LOCATED WITHIN SECTION 11, TOWNSHIP 17  
NORTH, RANGE 1 WEST.

- c. AM No. 07-006: THE VACATION OF EAST DUANE DRIVE, BETWEEN SOUTH MANEY DRIVE AND SOUTH HERMON ROAD, FOR THE PROPOSED CREEKSIDE TOWN SQUARE, LOCATED WITHIN SECTION 11, TOWNSHIP 17 NORTH, RANGE 1 WEST.
- d. AM No. 07-007: THE VACATION OF THE WESTERN PORTION OF THE 30 FOOT TELEPHONE AND ELECTRIC EASEMENT ACROSS LOTS 6 AND 7 OF PROMINENCE POINT SUBDIVISION, LOCATED IN SECTION 33, TOWNSHIP 18 NORTH, RANGE 1 EAST, SEWARD MERIDIAN, ALASKA, LOCATED IN THE NORTH LAKES COMMUNITY COUNCIL AREA.
- e. AM No. 07-008: ACCEPTANCE OF LATE FILED AND RETROACTIVE APPROVAL OF SENIOR CITIZEN AND DISABLED VETERAN EXEMPTION APPLICATIONS.
- f. AM No. 07-009: APPROVAL OF A CHANGE ORDER TO UNIT COMPANY IN THE AMOUNT OF \$123,411 FOR ADDITIONAL WORK TO THE KNIK-GOOSE BAY ELEMENTARY SCHOOL DESIGN/BUILD PROJECT, PROJECT NO. 40161.
- g. ~~AM No. 07-010: AUTHORIZATION TO PURCHASE AN INFRARED PATCHING MACHINE FROM AK INFRARED ASPHALT SYSTEMS INC., IN THE AMOUNT OF \$52,360 FOR THE PUBLIC WORKS DEPARTMENT.~~
- h. AM No. 07-011: APPROVAL OF CHANGE ORDER TO ACE VENTURES, INC., (DBA ACE WATER WELLS) IN THE AMOUNT OF \$23,340 FOR ADDITIONAL WORK ON THE WASILLA-LAKES FIRE SERVICE AREA STATION 63 WELL DRILLING PROJECT, PROJECT NO. 10164.

- i. AM No. 07-013: AWARD OF PROPOSAL NO. 07-071 TO DOWL ENGINEERS IN THE AMOUNT OF \$95,875 FOR THE SUBDIVISION DESIGN CRITERIA MANUAL REWRITE.
- j. AM No. 07-014: AWARD OF PROPOSAL NO. 07-056 TO LOUNSBURY AND ASSOCIATES IN THE AMOUNT NOT TO EXCEED \$58,000 FOR THE SURVEY OF ROAD ALIGNMENTS ALONG A PORTION OF NORTSHORE DRIVE IN THE MEADOW LAKES AREA.
- k. AM No. 07-015: AWARD OF PROPOSAL NO. 07-068 TO KELMAR AND ASSOCIATES IN THE AMOUNT NOT TO EXCEED \$30,000 FOR A SECURITY ASSESSMENT OF BOROUGH BUILDINGS, RESOURCES AND ASSETS, AND SECURITY RECOMMENDATIONS TO BOROUGH EMPLOYEES.

#### VIII. UNFINISHED BUSINESS

#### IX. NEW BUSINESS

- A. INTRODUCTION (For public hearing – 02/06/07, 7 p.m., Borough Assembly Chambers)
  - 1. Ordinance Serial No. 07-006: AN ORDINANCE CLASSIFYING ONE BOROUGH OWNED PARCEL FOR SALE IN THE WILLOW AREA.
    - a. IM No. 07-001
  - 2. Ordinance Serial No. 07-008: AN ORDINANCE CLASSIFYING ONE BOROUGH OWNED PARCEL OF LAND FOR SALE IN THE BIG LAKE AREA.
    - a. IM No. 07-002
  - 3. Ordinance Serial No. 07-010: AN ORDINANCE APPROVING AN APPROPRIATION OF \$95,000 FROM THE UNRESTRICTED NET ASSETS IN THE SOLID WASTE ENTERPRISE FUND, FUND 510, TO FUND 420, PROJECT NO. 25050, CENTRAL LANDFILL CELL III DEVELOPMENT, TO ALLOW FOR THE DESIGN OF A NEW CELL AT CENTRAL LANDFILL.

- a. Resolution Serial No. 07-009: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET TO ALLOW FOR THE DESIGN DEVELOPMENT OF CELL III AT CENTRAL LANDFILL, PROJECT NO. 25050.  
(1) IM No. 07-009
  
- 4. Ordinance Serial No. 07-011: AN ORDINANCE AMENDING MSB 15.24.030(B)(2), TO INCLUDE THE FINAL PLAN AMENDMENT TO THE MSB COASTAL MANAGEMENT PLAN.
  - a. IM No. 07-011
  
- 5. Ordinance Serial No. 07-012: AN ORDINANCE AMENDING MSB 3.15.200, BOARD OF EQUALIZATION, APPEAL; MSB 3.15.210, BOARD OF EQUALIZATION; AND MSB 3.15.220, BOARD OF EQUALIZATION, HEARING.
  - a. IM No. 07-012
  
- 6. Ordinance Serial No. 07-013: AN ORDINANCE TO ISSUE GENERAL OBLIGATION REFUNDING BONDS, 2007, IN ONE OR MORE SERIES IN THE PRINCIPAL AMOUNT OF NOT TO EXCEED \$55,000,000 TO REFUND CERTAIN OUTSTANDING GENERAL OBLIGATION BONDS OF THE BOROUGH, FIXING CERTAIN DETAILS OF SUCH BONDS AND AUTHORIZING THEIR SALE.
  - a. IM No. 07-022

B. MAYORAL NOMINATIONS AND APPOINTMENTS

1. VACANCY REPORT

C. OTHER NEW BUSINESS

X. RECONSIDERATION

XI. VETO

XII. EXECUTIVE SESSION

XIII. MAYOR AND ASSEMBLY COMMENTS

XIV. ADJOURNMENT