

# MATANUSKA-SUSITNA BOROUGH

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

## BOROUGH MAYOR

Timothy L. Anderson

## BOROUGH CLERK

Sandra A. Dillon

## BOROUGH MANAGER

John Duffy

## BOROUGH ATTORNEY

Teresa Williams



## BOROUGH ASSEMBLY

J. Bruce Bush, District 1

Vacant, District 2

Talis J. Colberg, District 3

Mary Kvalheim, District 4

Jody Simpson, District 5

Jim Colver, District 6

Kelly Ladere, District 7

## ASSEMBLY AGENDA

### ASSEMBLY CHAMBERS 350 E. DAHLIA AVENUE, PALMER

## WORK SESSION

3 P.M.

TUESDAY, JANUARY 21, 2003

### I. BOROUGH/SCHOOL BONDING PROJECTS

## REGULAR MEETING

6 P.M.

TUESDAY, JANUARY 21, 2003

### I. CALL TO ORDER

### II. ROLL CALL

### III. APPROVAL OF AGENDA<sup>1</sup>

### IV. PLEDGE OF ALLEGIANCE

### V. MINUTES OF PRECEDING MEETINGS

A. Regular Assembly Meeting: January 7, 2003

B. Special Assembly Meeting: January 7, 2003

### VI. SPECIAL ORDERS OF THE DAY

A. Proclamation in Honor of John Musgrove

### VII. REPORTS/CORRESPONDENCE

A. AGENCY REPORT

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<sup>1</sup> Mayor Anderson noted that *item XIII. Executive Session* would be addressed immediately after *item VI. Special Orders of the Day*.

1. Reports from cities
2. Matanuska-Susitna Borough School District

B. COMMITTEE REPORTS

1. Joint Assembly/School Board Committee on School Issues
2. Intergovernmental Liaison Committee
3. 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: 11/12/02
  - b. Library Board: 12/21/02
  - c. Platting Board: 12/23/02
  - d. Port Commission: 11/18/02
  - e. Senior Citizens Advisory Board: 12/16/02
  - f. Wasilla-Lakes Fire Service Area Board of Supervisors: 11/18/02
2. Other Correspondence:
  - a. Wasilla City Council: 11/25/02

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. Ordinance Serial No. 03-017: AN ORDINANCE ACCEPTING AND APPROPRIATING \$160,000 FROM THE ALASKA STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION TO FUND 420, PROJECT NO. 25038, LANDFILL EXPANSION.

- a. IM No. 03-011
- 2. Ordinance Serial No. 03-018: AN ORDINANCE AUTHORIZING THE FURTHER CONVEYANCE BY HOMESTEADERS COMMUNITY CENTER, INC. TO MID-VALLEY SENIORS, INC. OF LOT 1, HOMESTEADERS COMMUNITY CENTER SUBDIVISION, ACCORDING TO PLAT NO. 98-90, PALMER RECORDING DISTRICT, LOCATED AT THE INTERSECTION OF HAWK LANE AND N. KENLAR ROAD IN THE CITY OF HOUSTON (MSB002242).
  - a. IM No. 03-013
- 3. Ordinance Serial No. 03-019: AN ORDINANCE ACCEPTING AND APPROPRIATING A GRANT IN THE AMOUNT OF \$150,000 FROM THE DENALI COMMISSION TO FUND 480, PROJECT NO. 20333, FOR THE RURAL HEALTH MAT-SU HEALTHCARE PROVIDERS NETWORK FOR PLANNING AND NEEDS ASSESSMENT OF RURAL HEALTHCARE SERVICES AND FACILITIES AND AUTHORIZING THE MANAGER TO EXECUTE THE GRANT AGREEMENTS AND ENTER INTO A MEMORANDUM OF AGREEMENT.
  - a. Resolution Serial No. 03-003: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE CONCEPTUAL PLANNING AND HEALTH CARE NEEDS ASSESSMENT PROJECT FOR THE RURAL MAT-SU HEALTHCARE PROVIDERS NETWORK.
    - (1) IM No. 03-014
- 4. Ordinance Serial No. 03-020: AN ORDINANCE ACCEPTING AND APPROPRIATING A \$19,840 GRANT FROM THE BILL AND MELINDA GATES FOUNDATION TO FUND 480, PROJECT 20335, FOR EXPANSION OF PUBLIC ACCESS TO COMPUTERS AND THE INTERNET AT THE BIG LAKE, SUTTON, TALKEETNA, AND WILLOW LIBRARIES.
  - a. Resolution Serial No. 03-004: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR EXPANSION OF PUBLIC ACCESS TO COMPUTERS AND THE INTERNET AT THE BIG LAKE, SUTTON, TALKEETNA, AND WILLOW LIBRARIES.
    - (1) IM No. 03-015
- 5. Ordinance Serial No. 03-021: AN ORDINANCE ACCEPTING AND APPROPRIATING \$52,388 FROM THE ALASKA STATE DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES FOR KNIK ARM CROSSING MODELING PROJECT AND THE

MATANUSKA-SUSITNA BOROUGH COMMUNITY  
PARTICIPATION PLAN FOR THE LONG RANGE TRANSPORTATION  
PLAN UPDATE, FUND 480, PROJECT NO. 20280.

- a. Resolution Serial No. 03-005: A RESOLUTION REVISING THE  
SCOPE OF WORK AND BUDGET FOR THE LONG RANGE  
TRANSPORTATION PLAN AND THE KNIK ARM CROSSING  
MODELING STUDY.  
(1) IM No. 03-016

- 6. Ordinance Serial No. 03-022: AN ORDINANCE ADOPTING MSB  
2.29, CREATING THE OFFICE OF ADMINISTRATIVE HEARINGS,  
REPEALING MSB 3.08.341 BID REVIEW PROCEDURES, AND  
ENACTING MSB 3.08.342 ESTABLISHING BID APPEAL  
PROCEDURES UNDER THE OFFICE OF ADMINISTRATIVE HEARINGS.

- a. IM No. 03-017

- 7. Ordinance Serial No. 03-023: AN ORDINANCE AMENDING MSB 2.70  
CODE OF ETHICS, TO REFLECT THE CURRENT PROCEDURES.

- a. IM No. 03-020

- 8. Ordinance Serial No. 03-024: AN ORDINANCE AMENDING THE LAND  
MANAGEMENT POLICIES AND PROCEDURES BY PROVIDING  
CRITERIA FOR REJECTING SALES AND LEASES OF BOROUGH-  
OWNED LAND BY APPLICATION.

- a. IM No. 03-021

C. AUDIENCE PARTICIPATION (Three minutes per person.)

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

A. INTRODUCTION (For public hearing – 02/04/03, 7 p.m., Borough Assembly  
Chambers)

- 1. Ordinance Serial No. 03-025: AN ORDINANCE AMENDING MSB  
15.08.080(C), RELATING TO JOINT ASSEMBLY/PLANNING  
COMMISSION MEETING SCHEDULE.

- a. IM No. 03-022

- 2. Ordinance Serial No. 03-026: AN ORDINANCE AUTHORIZING A  
SUPPLEMENTAL APPROPRIATION OF \$328,000 FROM THE BUTTE

FIRE SERVICE AREA FUND BALANCE, FUND 251, \$8,000 TO THE BUTTE FIRE SERVICE AREA FISCAL YEAR 2003 OPERATING BUDGET, FUND 251, TO PURCHASE AN AIR-PACK TESTER AND BAY DOORS, \$290,000 TO PROJECT NO. 20083, FUND 405, TO PURCHASE A FIRE ENGINE AND \$30,000 TO PROJECT NO. 45026, FUND 405, TO PURCHASE FIREFIGHTING EQUIPMENT.

a. Resolution Serial No. 03-007: A RESOLUTION SETTING THE SCOPE OF WORK AND BUDGET FOR PROJECT NO. 20083, FUND 405, TO PURCHASE A FIRE ENGINE AND FOR PROJECT NO. 45026, FUND 405, TO PURCHASE FIREFIGHTING EQUIPMENT FOR THE BUTTE FIRE SERVICE AREA.

(1) IM No. 03-024

3. Ordinance Serial No. 03-027: AN ORDINANCE APPROPRIATING \$125,000 FROM LAND MANAGEMENT FUND BALANCE, FUND 203, TO FUND 430, FOR THE SELDON ROAD EXTENSION DESIGN PROJECT, PROJECT NO. 35035.

a. IM No. 03-025

4. Ordinance Serial No. 03-028: AN ORDINANCE REPEALING MSB 25.25.060 ABSENTEE VOTING; BY PERSONAL REPRESENTATIVE, AND ENACTING MSB 25.25.061; SPECIAL NEEDS VOTING.

a. IM No. 03-026

B. INTRODUCTION (For public hearing – 03/04/03, 7 p.m., Borough Assembly Chambers)

1. Ordinance Serial No. 03-014: AN ORDINANCE CREATING WILLOW, CROWBERRY, AND BIRCH DRIVE AREA ROAD PAVING LOCAL IMPROVEMENT DISTRICT NO. 377, 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. 03-019

C. CONSENT AGENDA

1. RESOLUTIONS

2. ACTION MEMORANDUMS2

- a. AM No. 03-012: THE VACATION OF A PORTION OF E. KIRCHER CT., ADJACENT TO LOT 15A, BLOCK 4, BARRY'S RESORT SUBDIVISION, LOCATED IN SECTION 33, TOWNSHIP 18 NORTH, RANGE 1 EAST, SEWARD MERIDIAN, ALASKA, LOCATED IN THE NORTH LAKES COMMUNITY COUNCIL AREA.
- b. AM No. 03-013: THE VACATION OF A PORTION OF THE 15-FOOT UTILITY EASEMENT ON LOT 15A, BLOCK 4, BARRY'S RESORT SUBDIVISION, LOCATED IN SECTION 33, TOWNSHIP 18 NORTH, RANGE 1 EAST, SEWARD MERIDIAN, ALASKA, LOCATED IN THE NORTH LAKES COMMUNITY COUNCIL AREA.
- c. AM No. 03-014: APPROVAL OF A CHANGE ORDER TO ARCHITECTS ALASKA IN THE AMOUNT OF \$24,046 FOR THE DOROTHY SWANDA JONES ADMINISTRATION BUILDING REMODEL PROJECT; CONSTRUCTION ADMINISTRATION AND ADDITIONAL DESIGN AND SERVICES FEES.
- d. AM No. 03-015: AWARD OF BID NO. 03-094 TO L.N. CURTIS AND SONS IN AN AMOUNT NOT-TO-EXCEED \$42,630 FOR SELF-CONTAINED BREATHING APPARATUS (SCBA) TESTERS, BID ITEM NO. 0001; AND TO ALASKA SAFETY IN AN AMOUNT NOT- TO-EXCEED \$2,800 FOR RELATED SOFTWARE AND EQUIPMENT, BID ITEM NO. 0002.
- e. AM No. 03-016: AWARD OF PROPOSAL NO. 03-071 TO LAND DESIGN NORTH IN AN AMOUNT NOT-TO-EXCEED \$29,943 FOR THE DEVELOPMENT OF THE TALKEETNA LAKES RECREATION MANAGEMENT PLAN (ALSO KNOW AS XYZ LAKES).
- f. AM No. 03-018: APPROVAL OF THE REORGANIZATION OF THE PUBLIC WORKS DEPARTMENT BY THE CREATION OF THE SOLID WASTE DIVISION AND APPROVAL OF THE RECLASSIFICATION OF THE SOLID WASTE SUPERVISOR POSITION TO THE PUBLIC WORKS SOLID WASTE DIVISION

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2 AM No. 03-018 was pulled from the consent agenda and addressed separately.

MANAGER POSITION.

- g. AM No. 03-019: AWARD OF BID NO. 03-097 TO BEARCOM OPERATING L.P. IN THE AMOUNT OF \$22,311.36 FOR THE PURCHASE OF MOTOROLA RADIO EQUIPMENT FOR EMERGENCY SERVICES.

D. MAYORAL NOMINATIONS AND APPOINTMENTS

1. VACANCY REPORT

E. OTHER NEW BUSINESS

XI. RECONSIDERATION

XII. VETO

XIII. EXECUTIVE SESSION *(To discuss subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion; in particular, to negotiate with the selected candidate for the borough attorney's position.)*

XIV. MAYOR AND ASSEMBLY COMMENTS

XV. ADJOURNMENT