I. CALL TO ORDER

The regular meeting of the Matanuska-Susitna Borough Assembly was held on February 1, 2000, at the Matanuska-Susitna Borough Assembly Chambers, Palmer, Alaska. The meeting was called to order at 6 p.m. by Mayor Darcie K. Salmon.

II. ROLL CALL

Assembly members present and establishing a quorum were:

Mr. Larry DeVilbiss, Assembly District No. 1
Ms. Sara Jansen, Assembly District No. 2
Mr. James Colberg, Assembly District No. 3
Mr. Dan Kelly, Assembly District No. 4 (arrived at 6:07 p.m.)
Ms. Jody Simpson, Assembly District No. 5
Mr. Jim Turner, Assembly District No. 6
Mr. Doyle Holmes, Assembly District No. 7 (Deputy Mayor)

Staff in attendance were:

Ms. Sandra Dillon, Borough Clerk
Mr. Michael J. Scott, Borough Manager
Mr. John Duffy, Assistant Manager
Mr. John Aschenbrenner, Assistant Borough Attorney
Mr. Gary Lebowich, Human Resources Manager
Ms. Elizabeth Manfred, Deputy Clerk
Mr. Jim Swing, Public Works Director
Ms. Tammy Clayton, Finance Director
Mr. Karl Borglum, Borough Assessor
Ms. Cindy Gilder, Planning Director
Mr. Ron Swanson, Community Development Director
Mr. Kevin Koechlein, Public Safety Director

III. APPROVAL OF AGENDA

Mayor Salmon noted the following changes to the agenda:

- Pull AM No. 00-017 because a bid protest has been filed.

There was no objection to the agenda as amended.

IV. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Assemblymember Holmes.

V. MINUTES OF PRECEDING MEETINGS

A. Regular Assembly Meeting: January 18, 2000

MOTION: Assemblymember Simpson moved for approval of the January 18, 2000, regular assembly meeting minutes.

Mr. Scott made the following correction:

- Page three, under manager comments, paragraph two, to insert the word "request" to read: " [R]eimbursement[S] **requests** are completed on a quarterly basis and the first quarter reimbursement **request** was approximately $50,000; . . ."

Assemblymember Turner made the following correction:

- Page 12, under audience participation, "Mr. Phil [U]nger" to read: "Mr. Phil **Mu**nger."

Assemblymember Colberg requested research about a possible comment by the public regarding the Sutton Comprehensive Plan. [Clerk's research showed that there was no comment made by the general public.]

Assemblymember DeVilbiss stated that he would abstain from voting on the minutes because he was not in attendance at the meeting.

GENERAL CONSENT: The motion passed without objection with Assemblymember DeVilbiss abstaining, and the January 18, 2000, regular assembly meeting minutes were approved as corrected.

VI. ORDERS OF THE DAY

A. Borough Audit Report: KPMG LLP - Katherine Porterfield, Managing Partner; Marie Marquardt, Manager

(Assemblymember Kelly entered the meeting at 6:07 p.m.)

Ms. Porterfield:

- Stated that the comprehensive financial audit contained all borough activities, including the school district, and that the compliance audit contains terms of state and federal financial assistance programs.

- Commented that this type of audit does not include a performance audit.
- Explained that their responsibility is to provide third party reliance to assure that financial statements are free of material misstatements and provide numbers that are accurate.
- Stated that one awarded grant report was completed after disbursement of funds rather than before, as required by the grant.

Ms. Marquardt:
- Mentioned that the letter to the assembly addressed specific areas that were not included in the financial audit and explained the information.
- Commented that the management letter contained recommendations, which included changes in the government reporting model to begin June 2002, and the need to complete a fixed asset report.

Ms. Porterfield and Ms. Marquardt answered assembly questions. Discussion followed.

VII. REPORTS/CORRESPONDENCE

A. AGENCY REPORTS

1. Report from cities

Palmer Mayor Henry Guinotte:
- Announced that the newly appointed Chief of Police is now on duty.
- Mentioned that the city continues to work with the Department of Transportation (DOT) regarding the Carrs intersection improvement (Glenn Highway and Palmer-Wasilla Highway).
- Stated that when necessary, the city snow plowing has been completed before noon, and will continue seven days a week, if required.
- Expressed his perception of attending the Alaska Municipal League (AML) meetings in Juneau; that the revenue sharing decrease will be approximately equal to last year's decrease.
- Commented about a state legislative bill introduced that will consider the mill levy assessments to satisfy school bonds separately from the proposed ten-mill cap initiative.

2. Matanuska-Susitna Borough School District

Mr. George Troxel, Interim School District Superintendent:
- Explained his memorandum regarding expenditures related to the borough supplemental appropriation of $1 million.
- Expressed appreciation for the additional appropriated funds.

Assemblymember Kelly inquired about the possibility of using the schools on Saturdays and during the summer for students with learning challenges, and what programs were proposed.

Mr Troxel responded that the first funding priority is to use resources to reduce classroom overcrowding.

Mr. Troxel answered assembly questions. Discussion followed.

Mr. Rob Wells, School Board President:

- Announced that the school district will soon be submitting the annual budget to the assembly.
- Commented on the activity of the Joint Committee on School Funding.

Discussion followed.

3. Debbie Lorenz, Library Board: Status Report of Library Issues

Ms. Lorenz:

- Stated that the board is currently revising the library services comprehensive plan.
- Explained that the plan will reflect current library status and should be completed by June 2000.
- Stated that the board is researching a possible composition restructure of board membership, and suggested this be done with one member from each assembly district and three members at-large.
- Thanked: the assembly for the capital improvement project of the new Big Lake Library; Ms. Dillon for the training given at a Library Board meeting; and Mr. Swanson and Mr. Urban for their attendance at the Library Board monthly meetings.

4. Amanda Matthews, U. S. Census: Status Report of Local Census

Ms. Matthews:

- Announced that April 1, 2000, is Official Census Day.
- Stated that because of the distance factor in Alaska, the census has started early in Unalakleet.
- Commented that employees are hired in the local community to perform the census and requested assembly members to help recruit additional census workers.
- Stressed the importance of the census record completeness.

Discussion followed.

C. MANAGER COMMENTS

Mr. Scott:

- Mr. Scott gave the latest weather report of high winds, rising temperatures, extreme risk of avalanches in avalanche-prone areas, and that the Mat-Su ICS Team is on standby for the next week.
- Announced that Governor Knowles will attend the Palmer Rotary meeting Thursday, February 3, 2000, at the Palmer Moose Lodge.
- Stated that his written report was distributed for review.

Discussion followed.

D. ATTORNEY COMMENTS

(There were no attorney comments.)

E. CLERK COMMENTS

Ms. Dillon:

- Referred to the meeting schedule contained in the written clerk report and made the following change: February 15, 2000, work session will include the Hatcher Pass and Knik ARM Projects, and that a sales tax work session will be scheduled March 21, 2000.

Discussion followed regarding information to be presented at the above-referenced work sessions. (Continued on page 7.)

VIII. SPECIAL ORDERS

A. PERSONS TO BE HEARD

(There were no persons to be heard.)

B. PUBLIC HEARINGS

1. Ordinance Serial No. 00-010: AN ORDINANCE AUTHORIZING THE RECLASSIFICATION AND DISPOSAL OF BOROUGH-OWNED REAL PROPERTY DESCRIBED AS LOT 6, U.S. SURVEY 4644, SECTION 15, T17N, R4W, SEWARD MERIDIAN, ALASKA. IM No. 00-011

Mayor Salmon opened the public hearing. There being no one wishing to be heard, the public hearing was closed and discussion moved to the assembly.

MOTION: Assemblymember Simpson moved for adoption of Ordinance Serial No. 00-010.

Discussion followed.

VOTE: The motion passed with Assemblymember Jansen opposed.

2. Ordinance Serial No. 00-011: AN ORDINANCE CLASSIFYING BOROUGH-OWNED LAND DESCRIBED AS THE SOUTH 1/2 OF THE SOUTH 1/2 OF GLO LOT 5 AND ALL OF GLO LOT 6, SECTION 2, T17N, R2E, SEWARD MERIDIAN, ALASKA, "RESERVE USE LANDS" AND RETAIN THE LAND FOR PUBLIC PURPOSE (BUTTE AREA), MSB 002914. IM No. 00-018

Mayor Salmon opened the public hearing.

Ms. Lucille Frey inquired exactly where the property was located.

Assemblymember DeVilbiss responded that the property is at the end of Maud Road where a dike was built last year on the Matanuska River.

There being no others wishing to be heard, the public hearing was closed and discussion moved to the assembly.

MOTION: Assemblymember DeVilbiss moved for adoption of Ordinance Serial No. 00-011.

Discussion followed.

GENERAL CONSENT: The motion passed without objection.

3. Ordinance Serial No. 00-012: AN ORDINANCE AMENDING MSB 5.25.016(A) TO INCLUDE THE LEGAL DESCRIPTIONS OF THE SERVICE AREA AND ADOPTING MSB 5.25.016(C) BY ADDING A PROVISION FOR THE EXISTING BOARD OF SUPERVISORS TO SERVICE AREA NO. 9, MIDWAY ROAD SERVICE AREA. IM No. 00-021

Mayor Salmon opened the public hearing. There being no one wishing to be heard, the public hearing was closed and discussion moved to the assembly.

MOTION: Assemblymember Colberg moved for adoption of Ordinance Serial No. 00-012.

Discussion followed.

GENERAL CONSENT: The motion passed without objection.

C. AUDIENCE PARTICIPATION

(There was no audience participation.)

F. CITIZEN AND OTHER CORRESPONDENCE

1. MSB Board/Committee Minutes:
a. Agricultural and Forestry Advisory Board - 01/10/00
b. Fire Chiefs Association Meeting - 01/19/00
c. Platting Board - 01/06/00
d. Planning Commission - 12/20/99
e. Transportation Advisory Board - 11/23/99, 12/14/99
f. Wasilla-Lakes Fire Service Area Board of Supervisors - 11/08/99

2. Community Council Correspondence:
a. Point Mackenzie Community Council - 10/30/99
b. South Knik River Community Council - 01/15/00
c. Trapper Creek Community Council - 01/13/00
d. Willow Area Community Organization - 01/03/00

The citizen and other correspondence were presented and no comments given.

G. INFORMATIONAL MEMORANDUMS

(There were no informational memorandums presented.)

VII. REPORTS AND CORRESPONDENCE

E. CLERK COMMENTS (continued from page 5.)

Ms. Dillon:
- Reviewed the previously stated changes to scheduled meetings.

Assemblymember Colberg requested a Port Project summary of expenditures and project status update after the sales tax work session on March 21, 2000.

Mr. Scott gave an update to the scheduled Knik ARM general public meetings: Thursday, February 3, 2000, at Chugach High School and Wednesday, February 9, 2000, at Cottonwood Public Safety Building.

Ms. Dillon (continued):

- Stated that the AML Municipal Officials Directory and Policy Statement are available.
- Stated that the parliamentary procedure training was well attended and that another class is planned for this fall.
- Announced that she will be attending the Clerks Conference/Training from February 11 through February 18, 2000, and that Ms. Manfred will be Acting Clerk during that period.
- Commented that the tracking report was attached to her written report for assembly review.

Discussion followed.

B. COMMITTEE REPORTS

1. Joint Committee on School Funding

Assemblymember Holmes:

- Commented that at the first meeting, questions were put forward regarding the methods of receiving budget information.
- Stated that the committee discussed legislative strategy and priorities.
- Announced that at the next meeting they will discuss the need for additional funding.

IX. UNFINISHED BUSINESS

(There was no unfinished business.)

X. NEW BUSINESS

A. INTRODUCTION (Suggested hearing - 02/15/00)

1. Ordinance Serial No. 00-013: AN ORDINANCE AMENDING THE SIZE AND DESCRIPTION OF THE PARCEL OF BOROUGH-OWNED LAND WITHIN SECTION 25, T17N, R2E, SEWARD MERIDIAN, ALASKA, APPROVED FOR SALE TO THE BUTTE COMMUNITY COUNCIL (MSB002392) BY ORDINANCE SERIAL NO. 97-055 AND CORRECTED BY ORDINANCE SERIAL NO. 98-019, AND APPROVAL OF A MANAGEMENT AGREEMENT

FOR THE APPROXIMATE FIVE ACRE LOT THE MATANUSKA-SUSITNA BOROUGH WILL RETAIN. IM No. 00-015

2. Ordinance Serial No. 00-017: AN ORDINANCE APPROVING CONVEYANCE OF THE BIG LAKE FISH HATCHERY STRUCTURES FROM THE MATANUSKA-SUSITNA BOROUGH TO MAT-SU RESOURCE CONSERVATION AND DEVELOPMENT, INC., MSB002140. IM No. 00-028

B. INTRODUCTION (Suggested hearing - 03/21/00)

1. Ordinance Serial No. 00-014: AN ORDINANCE CREATING ZAKANDRA CIRCLE ROAD PAVING LOCAL IMPROVEMENT DISTRICT NO. 296, 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. IM No. 00-025

2. Ordinance Serial No. 00-015: AN ORDINANCE CREATING AGATE LANE ROAD PAVING LOCAL IMPROVEMENT DISTRICT NO. 298, 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. IM No. 00-026

3. Ordinance Serial No. 00-016: AN ORDINANCE CREATING FINGER LAKE SOUTH VIEW ROAD PAVING LOCAL IMPROVEMENT DISTRICT NO. 299, 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. IM No. 00-027

Ms. Dillon read the above-referenced legislation into the record.

MOTION: Assemblymember Holmes moved for introduction of the above-referenced legislation and set for public hearing on February 15, 2000, and March 21, 2000, respectively.

GENERAL CONSENT: The motion passed without objection.

B. CONSENT AGENDA

1. RESOLUTIONS

(There were no resolutions presented.)

2. ACTION MEMORANDUMS

(There were no action memorandums presented.)

C. MAYORAL NOMINATIONS AND APPOINTMENTS

1. VACANCY REPORT

Mayor Salmon made the following recommendations:

- Local Emergency Planning Committee
  - Mr. Russell Butts, environmental/business/technical position
- Parks, Recreation, and Trails Advisory Board
  - Mr. Mark Shuster, district 1 position
  - Mr. Jon Lin Turner, district 6 position
- Wasilla-Lakes Fire Service Area No. 130 board of supervisors
  - Mr. Art Scates

Mayor Salmon requested approval of the following confirmations:

- Agricultural and Forestry Advisory Board
  - Mr. Tim McGinn, legislative affairs position
- Historical Preservation Commission
  - Mr. Leroi Heaven
- Library Board
  - Ms. Debbie Lorenz, at-large position
- Mayor's Blue Ribbon Fisheries Committee
  - Mr. Russell Butts, at-large position
- Talkeetna Fire Service Area No. 24 board of supervisors
  - Mr. Bill Powers
- Meadow Lakes Fire Service Area No. 34 board of supervisors
  - Ms. Betty Vehrs
- Willow Fire Service Area No. 35 board of supervisors
  - Ms. Kay Daily

MOTION: Assemblymember Holmes moved for approval of the above-referenced confirmations.

GENERAL CONSENT: The motion passed without objection.

D. OTHER NEW BUSINESS

(There was no other new business.)

XI. RECONSIDERATION

(There was no reconsideration pending.)

XII. VETO

(There was no veto pending.)

XIII. EXECUTIVE SESSION

(There was no executive session.)

XIV. MAYOR AND ASSEMBLY COMMENTS

Assemblymember Simpson:
- Expressed appreciation to borough staff for preparing the information she requested on short notice.
- Requested that a written manager report regarding the DOT record review meeting of February 3, 2000 (Port Project), be provided at the next regular assembly meeting and that the report also be distributed to the Port Commission.

Assemblymember Colberg:
- Requested assurance that the Sutton Comprehensive plan is continuing on schedule.
- Inquired about a time line for the zoning process in the core area, and suggested that the Planning Commission consider all methods of zoning, not just flexible zoning, because of the Euclidean style of zoning used in both Palmer and Wasilla.
- Expressed concern about proceeding with the zoning issues in a manner that will allow full public participation.

Mr. Scott responded that the Sutton Comprehensive Plan will be forwarded from the Planning Commission to the Assembly by March, and referred to Planning Commission Resolution No. 93-27 that contains a provision addressing an open house before Planning Commission action.

Mr. Scott replied that the time line for the zoning process will culminate in June 2000.

Assemblymember Kelly:
- Supported the idea of full public participation in the zoning process.

- Apologized for his late arrival.
- Appreciated the school district providing the requested budget information.
- Requested that a resolution be sent to the Transportation Advisory Board supporting the proposed Wasilla couplet recommendations.

Discussion followed.

POINT OF ORDER: Assemblymember DeVilbiss questioned if the assembly should send resolutions to boards under its authority.

Mr. Scott explained that the borough has sent a letter to DOT recommending a study of the Wasilla couplet and possible placement on the CIP list; at that time the project may be placed on the CIP list, then a support resolution by the assembly can accompany a similar resolution by the Transportation Advisory Board.

Discussion followed.

MOTION: Assemblymember Jansen moved to have the Sutton Comprehensive Plan move ahead at the next regular Planning Commission meeting with no further delay, and without an open house.

Discussion followed.

Mr. Scott responded that the regular Planning Commission meeting of February 21, 2000, is a public holiday, and that the open house was rescheduled for February 29, 2000.

Assemblymember DeVilbiss supported the open house.

Discussion continued.

VOTE: The motion passed with Assemblymembers Holmes, DeVilbiss, and Turner opposed.

Assemblymember Jansen:
- Inquired about the community survey status.
- Encouraged the manager to speak to his report in the future.

Mr. Scott reported that the University of Alaska Institute of Social and Economic Research did not want to mail the survey, but requested to do so by telephone survey; that result was that the Mat-Su College, which is accredited through the University system, will be paid the funds to administer the mail survey; and that it should take place this month.

Assemblymember DeVilbiss:

- Requested the manager's report be available by 5:30 p.m. before each assembly meeting for review.
- Expressed his displeasure regarding the vote on the Sutton Comprehensive Plan.
- Suggested that not all information items requested by assembly members be copied to all assembly members.

Assemblymember Holmes:

- Expressed his opinion that the general legislative discussion in Juneau was about revenue sharing decreases, but that there probably would be no action taken this year.
- Asked that administration seek an electric generator for the Willow Community Center, which is also used as an emergency center.
- Suggested that the assembly request accountability for school funding.
- Detected assembly concern regarding the flexible zoning issue.

Mayor Salmon:

- Reported that his attendance at the AML Legislative meetings in Juneau was enlightening and that he understood that there would be no further revenue sharing cuts planned this year.
- Stated that this borough delegation presented issues to legislators and were received with respect and dignity.

XV. ADJOURNMENT

The regular assembly meeting adjourned at 7:54 p.m.

ATTEST:

Darcie K. Salmon

DARCIE K. SALMON, Borough Mayor

, Acting Clerk

for SANDRA A. DILLON, Borough Clerk

Minutes approved February 15, 2000