

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

3 P.M.

TUESDAY, MARCH 16, 2004

- I. THREE-YEAR FINANCIALS
- II. REVIEW OF FEDERAL LOBBYIST PROPOSALS
- III. ADMINISTRATIVE UPDATE WITH THE MANAGER

REGULAR MEETING

6 P.M.

TUESDAY, MARCH 16, 2004

**Teleconferenced to the Trapper Creek Elementary School Library
Mile 2.5 W. Petersville Road, Trapper Creek, Alaska**

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF AGENDA
- IV. PLEDGE OF ALLEGIANCE
- V. MINUTES OF PRECEDING MEETINGS
 - A. Special Assembly Meeting: March 2, 2004
 - B. Regular Assembly Meeting: March 2, 2004

VI. SPECIAL ORDERS OF THE DAY

- A. Proclamation in Recognition of Red Cross Month – March 2004
- B. Presentation of Funds from Matanuska Electric Association

VII. REPORTS/CORRESPONDENCE

A. AGENCY REPORTS

- 1. Reports from cities
- 2. Matanuska-Susitna Borough School District
- 3. Mat-Su Convention and Visitors Bureau – Doreen Toller

B. COMMITTEE REPORTS

- 1. Joint Assembly/School Board Committee on School Issues
- 2. Regional Transportation Planning Organization

C. MANAGER COMMENTS

- 1. State/Federal Legislation

D. ATTORNEY COMMENTS

E. CLERK COMMENTS

F. CITIZEN AND OTHER CORRESPONDENCE

- 1. MSB Board/Committee Minutes:
 - a. Animal Care and Regulation Board: 01/12/04 (special), 01/12/04 (regular)
 - b. Library Board: 02/21/04
 - c. Mayor's Blue Ribbon Task Force on Police Powers: 01/07/04, 01/14/04, 01/28/04
 - d. Parks, Recreation, and Trails Advisory Board: 02/23/04
 - e. Senior Citizen Advisory Board: 02/17/04
- 2. Community Council Correspondence:
 - a. Willow Area Community Organization: 02/19/04
 - b. "Y" Community Council: 01/08/03

G. INFORMATIONAL MEMORANDUMS

1. IM No. 04-074: AN INFORMATIONAL MEMORANDUM REGARDING A PROPOSED TIMBER SALE TO NPI, LLC IN THE MONTANA CREEK AREA, CONTRACT NO. MSB003872.

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. 04-039: A RESOLUTION ADOPTING THE CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEAR 2004 TO FISCAL YEAR 2010.
 - a. IM No. 04-060
2. Ordinance Serial No. 04-044: AN ORDINANCE ADOPTING THE DESHKA RIVER RECREATION MANAGEMENT PLAN.
 - a. IM No. 04-063
3. Ordinance Serial No. 04-045: AN ORDINANCE ACCEPTING AND APPROPRIATING AN \$88,901 FEDERAL EMERGENCY MANAGEMENT AGENCY ASSISTANCE TO FIREFIGHTERS GRANT AND REQUESTING AN APPROPRIATION OF \$9,877 FROM THE WILLOW FIRE SERVICE AREA FUND BALANCE, FUND 258, TO PROJECT NO. 45094, FUND 405, TO PURCHASE FIRE FIGHTING AND PERSONAL PROTECTIVE EQUIPMENT AND SUPPLIES.
 - a. Resolution Serial No. 04-040: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE FEDERAL EMERGENCY MANAGEMENT AGENCY ASSISTANCE TO FIREFIGHTERS GRANT FOR THE WILLOW FIRE SERVICE AREA, PROJECT NO. 45094, FUND 405, TO PURCHASE FIRE FIGHTING AND PERSONAL PROTECTIVE EQUIPMENT AND SUPPLIES.
 - (1) IM No. 04-064

4. Ordinance Serial No. 04-046: AN ORDINANCE REAPPROPRIATING \$6,000 FROM THE FISCAL YEAR 2004 AREAWIDE RECORDS DIVISION OPERATING BUDGET (100-100-106) TO FUND 480, PROJECT NO. 45124, TO CONTINUE PHASE II OF THE ASSESSMENT AND AUDIT OF THE BOROUGHWIDE RECORDS MANAGEMENT PRACTICES.
 - a. Resolution Serial No. 04-041: A RESOLUTION APPROVING THE AMENDED SCOPE OF WORK AND BUDGET FOR THE ASSESSMENT AND AUDIT OF THE BOROUGHWIDE RECORDS MANAGEMENT PRACTICES.
 - (1) IM No. 04-068

5. Ordinance Serial No. 04-048: AN ORDINANCE AMENDING MSB 3.04.095 TO ESTABLISH A RESERVE WITHIN THE GENERAL FUND FOR MAJOR REPAIR AND RENOVATION.
 - a. AM No. 04-042: ESTABLISHING A RESERVE FOR MAJOR REPAIRS AND RENOVATION AND ESTABLISHING THE CRITERIA FOR QUALIFICATION OF SUCH PROJECTS.

(Sponsors: Assemblymembers Allen and Colver)

C. AUDIENCE PARTICIPATION (Three minutes per person.)

IX. UNFINISHED BUSINESS

- A. Resolution Serial No. 04-043: A RESOLUTION SETTING FORTH ASSEMBLY RULES OF PROCEDURE AND POLICIES.

(Postponed from 03/02/04, Motion pending)

 1. IM No. 04-071

X. NEW BUSINESS

- A. INTRODUCTION (For public hearing - 04/06/04, 7 p.m., Talkeetna Elementary School)
 1. Ordinance Serial No. 04-049: AN ORDINANCE ADOPTING THE TALKEETNA LAKES RECREATION AREA MANAGEMENT PLAN, AND OFFICIALLY NAMING THE AREA THE TALKEETNA LAKES PARK.
 - a. IM No. 04-055

2. Ordinance Serial No. 04-050: AN ORDINANCE ADOPTING THE TALKEETNA RIVERFRONT PARK LAND USE PLAN AND ECONOMIC DEVELOPMENT STRATEGY.
 - a. IM No. 04-078

3. Ordinance Serial No. 04-051: AN ORDINANCE APPROPRIATING \$36,117 OF INTEREST EARNINGS ON THE 2001 SERIES A GENERAL OBLIGATION SCHOOL BONDS TO FUND 400, SCHOOL CAPITAL PROJECTS, PROJECT NO. 40138 FOR PAVING NORTH GULKANA STREET AND EAST EAGLE AVENUE.
 - a. Resolution Serial No. 04-045: A RESOLUTION AUTHORIZING THE MANAGER TO EXECUTE A GRANT AGREEMENT WITH THE CITY OF PALMER IN THE AMOUNT OF \$98,155.20 FOR THE PAVING OF NORTH GULKANA STREET, EAST EAGLE AVENUE, AND NORTH VALLEY WAY.
 - (1) IM No. 04-045

4. Ordinance Serial No. 04-052: AN ORDINANCE APPROPRIATING \$120,000 FROM THE NON-AREAWIDE FUND BALANCE, FUND 200, TO FUND 480, FOR A LANDFILL SEQUENCING PLAN AND EVALUATION OF CLOSURE COST OBLIGATIONS, PROJECT NO. 25045.
 - a. Resolution Serial No. 04-046: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR PROJECT NO. 25045, LANDFILL SEQUENCING PLAN AND CLOSURE COST OBLIGATIONS EVALUATION.
 - (1) IM No. 04-066

5. Ordinance Serial No. 04-053: AN ORDINANCE ADOPTING NEW PROCEDURES FOR THE IMPLEMENTATION OF AN AREAWIDE ROAD DUST CONTROL PROGRAM FOR AIR POLLUTION CONTROL.
 - a. IM No. 04-073

6. Ordinance Serial No. 04-054: AN ORDINANCE CLASSIFYING SIX PARCELS OF LAND AND APPROVING LANDS FOR SALE AND RETENTION IN THE UPPER SUSITNA AREA.
 - a. IM No. 04-075

7. Ordinance Serial No. 04-055: AN ORDINANCE REAPPROPRIATING \$4,582.95 FROM FUND 420, LANDFILL CAPITAL PROJECTS, TO FUND 480, NON-CAPITAL PROJECTS, FOR THE CENTRAL LANDFILL BUILDING IMPROVEMENTS PROJECT, PROJECT NO. 25044.
 - a. Resolution Serial No. 04-047: A RESOLUTION AMENDING THE SCOPE OF WORK AND BUDGET FOR THE CENTRAL LANDFILL BUILDING IMPROVEMENTS PROJECT, PROJECT NO. 25044.
 - (1) IM No. 04-077

8. Ordinance Serial No. 04-056: AN ORDINANCE ACCEPTING AND APPROPRIATING \$36,388 FROM THE ALASKA STATE DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES FOR THE LONG RANGE TRANSPORTATION PLAN (LRTP) AND THE OFFICIAL STREETS AND HIGHWAYS PLAN (OSHP) UPDATE, FUND 480, PROJECT NO. 20280.
 - a. Resolution Serial No. 04-048: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE LONG RANGE TRANSPORTATION PLAN AND OFFICIAL STREETS AND HIGHWAY PLAN UPDATES, AND AUTHORIZING THE MANAGER TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE ALASKA STATE DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES FOR THIS PROJECT.
 - (1) IM No. 04-079

9. Ordinance Serial No. 04-057: AN ORDINANCE AMENDING MSB 2.29.010 TO CHANGE THE COMPOSITION OF THE OFFICE OF ADMINISTRATIVE HEARINGS.
 - a. IM No. 04-081

B. CONSENT AGENDA

1. RESOLUTIONS

- a. Resolution Serial No. 04-049: A RESOLUTION APPROVING THE VOCATIONAL EDUCATION CENTER SITE SELECTION IN THE SELDON/BOGARD ROAD AREA.
 - (1) IM No. 04-034

- b. Resolution Serial No. 04-050: A RESOLUTION SETTING THE SURCHARGE FOR WIRELINE AND WIRELESS ENHANCED 911 SYSTEMS FOR THE PERIOD OF JULY 1, 2004, THROUGH JUNE 30, 2005.
(1) IM No. 04-080
- c. Resolution Serial No. 04-051: A RESOLUTION SUPPORTING SENATE BILL 227 AND HOUSE BILL 322, RELATING TO MUNICIPAL INITIATIVE AND REFERENDUM ELECTIONS.
(1) IM No. 04-082
- d. Resolution Serial No. 04-052: A RESOLUTION SUPPORTING A MUNICIPAL OR COMMUNITY DIVIDEND. (*Sponsor: Mayor Anderson*)
(1) IM No. 04-084

2. ACTION MEMORANDUMS

- a. AM No. 04-030: CHANGE ORDER TO PRUHS CORPORATION IN THE AMOUNT OF \$25,000 FOR THE SELDON ROAD CHANNELIZATION PROJECT.
- b. AM No. 04-043: SOLE SOURCE AWARD OF BID NO. 04-112 TO L.N. CURTIS AND SONS IN THE AMOUNT OF \$121,452.25 FOR THE PURCHASE OF FIREFIGHTER TURNOUT GEAR.
- c. AM No. 04-044: SOLE SOURCE AWARD OF BID NO. 04-113 TO ZOLL MEDICAL CORPORATION IN THE AMOUNT OF \$24,250 FOR THE PURCHASE OF ONE ZOLL DEFIBRILLATOR.
- d. AM No. 04-045: AWARD OF BID NO. 03-112 TO PROCOMM ALASKA IN AN AMOUNT NOT TO EXCEED \$50,000 FOR A BLANKET ORDERING AGREEMENT TO PURCHASE COMMUNICATION EQUIPMENT.
- e. AM No. 04-046: AWARD OF BID NO. 04-061 TO LIFE FITNESS AND SOURCELINQ IN AN AMOUNT NOT TO EXCEED \$37,312 FOR THE PURCHASE OF EXERCISE EQUIPMENT FOR THE BIG LAKE FIRE STATION 81.

- f. AM No. 04-047: AUTHORIZING THE PURCHASE OF 50 SELF-CONTAINED BREATHING APPARATUS UPGRADE KITS IN THE AMOUNT OF \$46,547.50 FROM ALASKA SAFETY, INC.
- g. AM No. 04-048: AWARD OF BID NO. 04-094 TO MKB CONSTRUCTORS IN THE AMOUNT OF \$9,970,000 FOR THE CONSTRUCTION OF THE PORT MACKENZIE DEEP DRAFT DOCK.
- h. AM No. 04-049: AWARD OF BID NO. 04-091 TO PINNACLE CONSTRUCTION, INC. IN THE AMOUNT NOT TO EXCEED \$35,583.32 FOR THE ELECTRICAL AND LIGHTING UPGRADES FOR THE DOROTHY SWANDA JONES ADMINISTRATION BUILDING.
- i. AM No. 04-050: AWARD OF BID NO. 04-102 TO J.A. SPAIN AND SONS INC., FOR A YEARLY AMOUNT NOT TO EXCEED \$157,585.85 FOR ROAD SERVICE AREA NO. 20 ANNUAL ROAD MAINTENANCE IN THE WILLOW AREA.
- j. AM No. 04-051: APPROVAL OF A THREE-YEAR GRANT AGREEMENT BETWEEN THE MATANUSKA-SUSITNA BOROUGH AND THE MATANUSKA-SUSITNA CONVENTION AND VISITORS BUREAU.
- k. AM No. 04-057: AWARD OF PROPOSAL NO. 04-098, FEDERAL LOBBYIST SERVICES FOR AN AMOUNT NOT TO EXCEED \$75,000 YEARLY.

C. MAYORAL NOMINATIONS AND APPOINTMENTS

1. VACANCY REPORT

D. OTHER NEW BUSINESS

1. Borough Clerk Position

XI. RECONSIDERATION

XII. VETO

XIII. EXECUTIVE SESSION

XIV. MAYOR AND ASSEMBLY COMMENTS

XV. ADJOURNMENT