

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
Bill Allen, 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, APRIL 15, 2003

- I. ASSET MANAGEMENT AND BOROUGH LAND MANAGEMENT
PERMANENT FUND

REGULAR MEETING

6 P.M.

TUESDAY, APRIL 15 2003

- 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 25, 2003
- B. Regular Assembly Meeting: April 1, 2003
- VI. SPECIAL ORDERS OF THE DAY
- A. Proclamation in Honor of New Horizons Telecom Inc. for Commitment to Excellence and Contributions to Engineering and for Outstanding Support of Professional Activities and Community Involvement in Alaska.

VII. REPORTS/CORRESPONDENCE

A. AGENCY REPORTS

1. Reports from cities
2. Matanuska-Susitna Borough School District
3. City of Wasilla (Wasilla Multi-Use Sports Complex) – Don Moore
4. Small Business Development Center – Anya Petersen-Frey

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: 03/03/03, 03/10/03
 - b. Board of Adjustment and Appeals: 02/27/03
 - c. Planning Commission: 03/17/03
 - d. Regional Transportation Planning Organization: 03/17/03

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. Ordinance Serial No. 03-063: AN ORDINANCE REAPPROPRIATING \$29,943 FROM FUND 203, LAND MANAGEMENT FUND, LAND MANAGEMENT DIVISION, TO FUND 480, PROJECT NO. 45127, FOR THE TALKEETNA LAKES RECREATION MANAGEMENT PLAN.
 - a. IM No. 03-078

2. Ordinance Serial No. 03-064: AN ORDINANCE AMENDING PORTIONS OF MSB 3.28, SPECIAL ASSESSMENTS, AS IT RELATES TO THE CREATION OF NATURAL GAS DISTRIBUTION LINE LOCAL IMPROVEMENT DISTRICTS.
 - a. IM No. 03-081

C. AUDIENCE PARTICIPATION (Three minutes per person.)

IX. UNFINISHED BUSINESS

- A. Ordinance Serial No. 02-129: AN ORDINANCE AUTHORIZING THE SALE AND RECLASSIFYING AS “AGRICULTURAL LANDS” FOUR PARCELS PREVIOUSLY CLASSIFIED “AGRICULTURAL LANDS” UNDER MSB TITLE 13. *(Postponed from 12/17/02)*
 1. IM No. 02-186
 2. IM No. 03-089

- B. Ordinance Serial No. 02-161: AN ORDINANCE ADOPTING MSB 23.10.150(D) AND CORRESPONDING PROCEDURES TO PROVIDE A PREFERENCE RIGHT TO PURCHASE AN ADJACENT FARM UNIT DURING BOROUGH AGRICULTURAL LAND SALES. *(Sponsor: Assemblymember Ladere)*
(Referred to Agricultural and Forestry Advisory Board on 12/17/02)
 1. IM No. 02-244
 2. IM No. 02-311
 3. IM No. 03-089

- C. Ordinance Serial No. 03-041: AN ORDINANCE CREATING MSB 17.76 LARGE LOT SINGLE FAMILY RESIDENTIAL LAND USE DISTRICT.
 1. Ordinance Serial No. 03-042: AN ORDINANCE AMENDING MSB 17.76.040(A), DESIGNATING TRACT A, LICHTENWALNER TRACTS (PLAT 2001-14), ALSO KNOWN AS LIGHT WOOD SUBDIVISION, AND TRACT B 4 OF TOWNSHIP 24 NORTH, RANGE 04 WEST, SECTION 18, AS A LARGE LOT SINGLE FAMILY RESIDENTIAL LAND USE DISTRICT LOCATED NEAR TALKEETNA. *(Postponed from 03/04/03)*
 2. Ordinance Serial No. 03-054: AN ORDINANCE AMENDING MSB 17.99.010; FEES.
 - a. Resolution Serial No. 03-019: A RESOLUTION AMENDING THE SCHEDULE OF FEES FOR APPLICATIONS, VARIANCES, AND APPEALS UNDER TITLE 17; ZONING. *(Postponed from 03/20/03)*

- (1) IM No. 03-035
- (2) IM No. 03-036
- (3) IM No. 03-057

X. NEW BUSINESS

A. INTRODUCTION (For public hearing - 05/06/03, 7 p.m., Borough Assembly Chambers)

- 1. Ordinance Serial No. 03-065: AN ORDINANCE AMENDING MSB TITLE 24: ANIMAL CARE AND REGULATION. *(Sponsored by: Assemblymembers Kvalheim and Simpson)*
 - a. IM No. 03-074
- 2. Ordinance Serial No. 03-066: AN ORDINANCE AMENDING MSB 3.04.095(A), GENERAL FUND BALANCE POLICY AND RESERVATIONS.
 - a. IM No. 03-081¹
- 3. Ordinance Serial No. 03-067: AN ORDINANCE ACCEPTING AND APPROPRIATING \$14,000 FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY CITIZEN EMERGENCY RESPONSE TEAMS (CERT) GRANT PROGRAM, TO FUND 480, PROJECT NO. 45126, TO TRAIN AND FORM CITIZEN EMERGENCY RESPONSE TEAMS AND PURCHASE EQUIPMENT.
 - a. Resolution Serial No. 03-032: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE FEDERAL EMERGENCY MANAGEMENT AGENCY CITIZEN EMERGENCY RESPONSE TEAMS (CERT) GRANT, PROJECT NO. 45126, FUND 480, TO TRAIN AND FORM CITIZEN EMERGENCY RESPONSE TEAMS AND PURCHASE EQUIPMENT.
 - (1) IM No. 03-083
- 4. Ordinance Serial No. 03-068: AN ORDINANCE ACCEPTING AND APPROPRIATING A \$41,670 FEDERAL EMERGENCY MANAGEMENT AGENCY ASSISTANCE TO FIREFIGHTERS GRANT, AND REAPPROPRIATING MATCHING FUNDS OF \$4,630 FROM FISCAL YEAR 2003 TALKEETNA FIRE SERVICE AREA, FUND 254, TO FUND 405, PROJECT NO. 45129, TO

¹ This IM No. has been changed to IM No. 03-109.

PURCHASE SELF-CONTAINED BREATHING APPARATUS, TESTER, AND RELATED EQUIPMENT FOR THE TALKEETNA FIRE SERVICE AREA.

a. Resolution Serial No. 03-033: 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 SELF-CONTAINED BREATHING APPARATUS, TESTER, AND RELATED EQUIPMENT FOR THE TALKEETNA FIRE SERVICE AREA.

(1) IM No. 03-084

5. Ordinance Serial No. 03-069: AN ORDINANCE ACCEPTING AND APPROPRIATING \$17,500 FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) ALL HAZARDS EMERGENCY OPERATIONS PLANNING GRANT, TO FUND 480, PROJECT NO. 45125, FOR THE PURPOSE OF UPDATING THE BOROUGH EMERGENCY OPERATIONS PLAN AND TRAINING.

a. Resolution Serial No. 03-034: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) ALL HAZARDS EMERGENCY OPERATIONS PLANNING GRANT, PROJECT NO. 45125, FUND 480, FOR THE PURPOSE OF UPDATING THE BOROUGH EMERGENCY OPERATIONS PLAN AND TRAINING.

(1) IM No. 03-085

6. Ordinance Serial No. 03-070: AN ORDINANCE ACCEPTING AND APPROPRIATING \$30,000 FROM THE ALASKA STATE DEPARTMENT OF HEALTH AND SOCIAL SERVICES, TO FUND 425, PROJECT NO. 45130, FOR THE UPGRADE OF THE BOROUGH RADIO REPEATER SYSTEM.

a. Resolution Serial No. 03-035: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE ALASKA STATE DEPARTMENT OF HEALTH AND SOCIAL SERVICES, PROJECT NO. 45130, FUND 425, FOR THE UPGRADE OF THE BOROUGH RADIO REPEATER SYSTEM.

(1) IM No. 03-086

7. Ordinance Serial No. 03-071: AN ORDINANCE AMENDING THE LAND USE DISTRICT MAP OF THE CITY OF HOUSTON FOR TOWNSHIP 18 NORTH, RANGE 3 WEST, SECTION 35, TAX PARCEL D6, SEWARD MERIDIAN, (MSB TAX ACCOUNT NO. 18N03W35D006), AT MILE 54 OF THE PARKS HIGHWAY.
 - a. IM No. 03-092

8. Ordinance Serial No. 03-072: AN ORDINANCE AMENDING THE LAND USE DISTRICT MAP OF THE CITY OF HOUSTON FOR DENLOW BUSINESS PARK SUBDIVISION, WITHIN TOWNSHIP 18 NORTH, RANGE 3 WEST, SECTION 35, SEWARD MERIDIAN, ALASKA.
 - a. IM No. 03-093

9. Ordinance Serial No. 03-073: AN ORDINANCE APPROPRIATING \$150,000 FROM LAND MANAGEMENT FUND BALANCE, FUND 203 TO FUND 410, PROJECT NO. 35263 TO PAVE AND UPGRADE THE SEWARD MERIDIAN PARKWAY.
 - a. Resolution Serial No. 03-036: A RESOLUTION AMENDING THE POLICY FOR THE PURCHASE OF PUBLIC USE EASEMENTS OR RIGHTS-OF-WAY TO INCLUDE DESIGN AND CONSTRUCTION.
 - (1) IM No. 03-094

10. Ordinance Serial No. 03-074: AN ORDINANCE AMENDING PORTIONS OF MSB TITLE 25: ELECTIONS.
 - a. IM No. 03-096

11. Ordinance Serial No. 03-075: AN ORDINANCE REAPPROPRIATING \$10,000 FROM FUND 276, GREATER WILLOW ROAD SERVICE AREA, TO FUND 410, PROJECT NO. 35254, ROAD SERVICE AREA NO. 20 PAVING FOR PAVING MICHIGAN STREET.
 - a. IM No. 03-098

12. Ordinance Serial No. 03-076: AN ORDINANCE APPROVING A REAPPROPRIATION OF \$39,300 FROM THE AREAWIDE FUND, FUND 100, EMERGENCY SERVICE ADMINISTRATIVE DIVISION TO AMBULANCE CAPITAL PROJECT NOS. 45119, 45120, AND 45122, FUND 425, AS A SUPPLEMENTAL ALLOCATION FOR THE PURCHASE OF THREE

AMBULANCES FOR THE BUTTE, MEADOW LAKES, AND TALKEETNA AREAS.

- a. Resolution Serial No. 03-037: A RESOLUTION REVISING THE SCOPE OF WORK AND BUDGET FOR CAPITAL PROJECT NO. 45122, FUND 425, FOR THE AMOUNT OF \$113,100, TO PURCHASE AN AMBULANCE AND RELATED EQUIPMENT FOR THE BUTTE AREA.
- b. Resolution Serial No. 03-038: A RESOLUTION REVISING THE SCOPE OF WORK AND BUDGET FOR CAPITAL PROJECT NO. 45120, FUND 425, FOR THE AMOUNT OF \$113,100, TO PURCHASE AN AMBULANCE AND RELATED EQUIPMENT FOR THE MEADOW LAKES AREA.
- c. Resolution Serial No. 03-039: A RESOLUTION REVISING THE SCOPE OF WORK AND BUDGET FOR CAPITAL PROJECT NO. 45119, FUND 425, FOR THE AMOUNT OF \$113,100, TO PURCHASE AN AMBULANCE AND RELATED EQUIPMENT FOR THE TALKEETNA AREA.
(1) IM No. 03-099

13. Ordinance Serial No. 03-077: AN ORDINANCE AMENDING MSB 2.20.030(A) TO MAKE MORE SPECIFIC THE PROVISIONS OF THE DUTIES OF THE MANAGER.

- a. IM No. 03-102

B. INTRODUCTION (For public hearing - 05/08/03 at 6 p.m., and 05/13/03 at 7 p.m., Borough Assembly Chambers)

1. Ordinance Serial No. 03-003: AN ORDINANCE APPROPRIATING MONIES FROM THE CENTRAL TREASURY AND ESTABLISHING THE RATE OF LEVY FOR ALL BOROUGH FUNCTIONS FOR THE FISCAL YEAR BEGINNING JULY 1, 2003, AND ENDING JUNE 30, 2004.

C. CONSENT AGENDA²

1. RESOLUTIONS

- a. Resolution Serial No. 03-040: A RESOLUTION ESTABLISHING THE MINIMUM LEVEL OF FUNDING

² Resolution Serial Nos. 03-043, 03-045, and AM No. 03-068 were pulled from the consent agenda and addressed separately.

FOR THE MATANUSKA-SUSITNA BOROUGH SCHOOL DISTRICT FOR THE FISCAL YEAR ENDING JUNE 30, 2004.

(1) IM No. 03-087

- b. Resolution Serial No. 03-041: A RESOLUTION CORRECTING DATES SET BY RESOLUTION SERIAL NO. 02-123 WHICH ESTABLISHED DATES CERTAIN FOR PAYMENT, DELINQUENCY, PROTEST, AND APPEAL OF 2003 REGULAR TAX ROLLS AND BUSINESS INVENTORY FILING, AND FOR THE COMMENCEMENT OF HEARINGS BEFORE THE BOARD OF EQUALIZATION.

(1) IM No. 03-090

- c. Resolution Serial No. 03-042: A RESOLUTION APPROVING A LOAN FROM ROAD SERVICE AREA REVOLVING LOAN FUND (FUND 610) IN THE AMOUNT OF \$10,000 TO THE GREATER WILLOW ROAD SERVICE AREA NO. 20 (FUND 276).

(1) IM No. 03-095

- d. Resolution Serial No. 03-043: A RESOLUTION SUPPORTING THE BOARD OF AGRICULTURE AND CONSERVATION'S REQUEST FOR EMERGENCY FUNDING FROM THE AGRICULTURAL REVOLVING LOAN FUND (ARLF) IN THE AMOUNT OF \$300,000 TO ASSIST IN THE CONTINUING OPERATION OF THE MT. MCKINLEY MEAT AND SAUSAGE PLANT.

(Sponsored by: Assemblymember Allen)

(1) IM No. 03-097

- e. Resolution Serial No. 03-044: A RESOLUTION APPROVING THE TRANSFER OF \$70,000 FROM THE GASB 34 IMPLEMENTATION PROJECT, FUND 480, TO THE COMPREHENSIVE REMOTE ASSESSMENT SURVEY PROJECT, FUND 480, AND ADOPTING A CORRESPONDING SCOPE OF WORK.

(1) IM No. 03-101

- f. Resolution Serial No. 03-045: A RESOLUTION OPPOSING ALASKA HOUSE BILL (HB) 191 AND SENATE BILL (SB) 143; AN ACT RELATING TO THE ALASKA

COASTAL MANAGEMENT PROGRAM, AND TO POLICIES AND PROCEDURES FOR CONSISTENCY REVIEWS, AND THE RENDERING OF CONSISTENCY DETERMINATIONS UNDER THAT PROGRAM.

(1) IM No. 03-103

2. ACTION MEMORANDUMS

- a. AM No. 03-060: APPROVAL OF CHANGE ORDER TO JANSSEN CONTRACTING COMPANY IN THE AMOUNT OF \$122,585.52 FOR THE WASILLA HIGH SCHOOL REMODEL PROJECT.
- b. AM No. 03-061: AWARD OF BID NO. 03-141 TO CDW GOVERNMENT, INC. IN THE AMOUNT OF \$24,706 FOR STANDARD QUERY LANGUAGE (SQL) SERVER SOFTWARE.
- c. AM No. 03-062: AWARD OF PROPOSAL NO. 03-120 TO EDWARD J. PALMER AND ASSOCIATES AND TO ALASKA RIM ENGINEERING IN AN AMOUNT NOT TO EXCEED \$100,000 PER FIRM PER FISCAL YEAR FOR ON-CALL SURVEYORS.
- d. AM No. 03-063: AWARD OF PROPOSAL NO. 03-131 TO LAND DESIGN NORTH IN AN AMOUNT NOT TO EXCEED \$20,577.16 FOR THE DESIGN, PRODUCTION, AND PRINTING OF A TRAIL MAP OF THE MATANUSKA-SUSITNA BOROUGH.
- e. AM No. 03-064: AWARD OF BID NO. 03-147 TO TEW'S EXCAVATION IN THE AMOUNT OF \$62,000 FOR POINT MACKENZIE ROAD DUST CONTROL.
- f. AM No. 03-065: AWARD OF BID NO. 03-154 TO ALASKA ROADBUILDERS, INC. IN THE AMOUNT OF \$964,815 FOR 2003 PHASE I ROADS PAVING PROJECT.
- g. AM No. 03-066: APPROVAL OF CHANGE ORDER TO ARCHITECTS ALASKA IN THE AMOUNT OF \$60,000 FOR ADDITIONAL COSTS ASSOCIATED WITH THE HOUSTON HIGH SCHOOL PROJECT.

- h. AM No. 03-067: AWARD OF BID NO. 03-145 TO ROMTEC, INC. IN THE AMOUNT OF \$83,243.75 FOR THE PURCHASE OF PRE-FABRICATED RESTROOMS TO BE LOCATED AT SEVERAL PARKS AND TRAILHEADS THROUGHOUT THE BOROUGH.
- i. AM No. 03-068: CHANGE ORDER TO CONSTRUCTION UNLIMITED INC. IN THE AMOUNT OF \$80,000 FOR THE MEADOW LAKES LOOP REALIGNMENT PROJECT.
- j. AM No. 03-069: AWARD OF BID NO. 03-156 TO HME ALASKA IN THE AMOUNT OF \$53,975 FOR THE PURCHASE OF A TRANSFER TRAILER TO BE USED AT THE CENTRAL LANDFILL.

D. MAYORAL NOMINATIONS AND APPOINTMENTS

1. VACANCY REPORT

E. OTHER NEW BUSINESS

XI. RECONSIDERATION

XII. VETO

XIII. EXECUTIVE SESSION

XIV. MAYOR AND ASSEMBLY COMMENTS

XV. ADJOURNMENT