

I. CALL TO ORDER

The special meeting of the Matanuska-Susitna Borough Assembly was held on May 22, 2013, at the Borough School District Administration Building, 501 N. Gulkana Street, Palmer, Alaska. The meeting was called to order at 6 p.m. by Mayor Larry DeVilbiss for the purpose of budget deliberations.

II. ROLL CALL

Assembly members present and establishing a quorum were:

Mr. Warren Keogh, Assembly District No. 1
Mr. Noel Woods, Assembly District No. 2
Mr. Ronald Arvin, Assembly District No. 3 (*Deputy Mayor*)
Mr. Steve Colligan, Assembly District No. 4
Mr. Darcie K. Salmon, Assembly District No. 5
Mr. Jim Colver, Assembly District No. 6
Mr. Vern Halter, Assembly District No. 7

Staff in attendance were:

Ms. Jamie Newman, Deputy Borough Clerk
Mr. Nicholas Spiropoulos, Borough Attorney
Ms. Brenda J. Henry, Assistant Clerk
Mr. Dennis Brodigan, Emergency Services Director
Ms. Cheyenne, Heindel, Financial Analyst
Ms. Shannon Post, Chief Information Officer
Ms. Tammy Clayton, Finance Director
Ms. Eileen Probasco, Planning and Land Use Director
Mr. Eric Phillips, Community Development Director
Mr. Jeff Walden, Project Manager
Mr. Brad Sworts, Transportation and Environmental Manager
Mr. Don Dyer, Economic Development Director

III. APPROVAL OF AGENDA

Mayor DeVilbiss inquired if there were any changes to the agenda.

GENERAL CONSENT: The agenda was approved as presented without objection.

IV. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mr. Jeff Walden, Project Manager with the Matanuska-Susitna Borough.

V. DELIBERATIONS AND POSSIBLE ADOPTION OF THE FISCAL YEAR 2013 BUDGET

- A. Ordinance Serial No. 13-013: AN ORDINANCE APPROPRIATING MONIES FROM THE CENTRAL TREASURY FOR THE BOROUGH OPERATING FUNDS, ENTERPRISE FUNDS, EDUCATION FUNDS, EDUCATION OPERATING FUND, AND CAPITAL FUNDS AND ESTABLISHING THE RATE OF LEVY FOR ALL BOROUGH FUNCTIONS FOR THE FISCAL YEAR BEGINNING JULY 1, 2013, AND ENDING JUNE 30, 2014.

MOTION PENDING: Assemblymember Arvin moved to adopt Ordinance Serial No. 13-013, appropriating monies from the central treasury for the borough operating funds, enterprise funds, education operating fund, and capital funds and establishing the rate of levy for all Borough functions for the fiscal year beginning July 1, 2013, and ending June 30, 2014.

Mayor DeVilbiss queried if there was any objection to taking up revenue amendments prior to the pending amendments.

There was no objection noted.

Amendment No. 33

Areawide

MOTION: Assemblymember Halter moved a primary amendment to the Areawide Fund to increase the projected new revenue for the tobacco excise tax from “\$2,000,000” to “\$3,000,000.”

VOTE: The primary amendment passed without objection.

Amendment No. 34

Areawide

MOTION: Assemblymember Colver moved a primary amendment to reallocate fiscal year 2012 Capital Projects to move “\$691,319” from Federal Transportation Administration Grant Match funds to the fiscal year 2014 Areawide Fund.

VOTE: The primary amendment passed with Assemblymembers Arvin and Keogh opposed.

Amendment No. 23

Capital Projects (Tab O)

MOTION PENDING: Assemblymember Colver moved a primary amendment to the Capital Projects/Grants/Pass Through, by inserting and amending the following capital projects:

- Complete Hatcher Pass Road/Transit Facility - \$500,000;
- Hatcher Pass Borough Lands Subdivision - \$100,000;
- Point MacKenzie Town Site Development - \$100,000;
- Talkeetna Library, by striking "\$160,000" areawide and inserting in its place \$535,000" and striking "\$95,000" non-areawide and inserting "\$370,000" in its place for a total "\$905,000."

MOTION: Assemblymember Colver moved a secondary amendment to insert "\$100,000" for the Big Lake Lions Community Center for building insulation.

VOTE: The secondary amendment passed with Assemblymembers Woods, Arvin, and Keogh opposed.

VOTE: The primary amendment passed with Assemblymembers Woods, Arvin, and Keogh opposed.

Amendment No. 21

Areawide: Emergency Services Administration (100.160.300) (Tab B, Page 99)

MOTION PENDING: Assemblymember Salmon moved a primary amendment to the Emergency Services Administration Fund, to increase the Permanent Wages and Benefits (100.160.300.411.100 and 412's) by "\$139,943" to add a new permanent, full time Emergency Management Programs Coordinator position.

MOTION PENDING: Assemblymember Colligan moved a secondary amendment to identify the revenue source from existing funds within the Emergency Services Division's budget.

VOTE: The secondary amendment passed without objection.

VOTE: The primary amendment failed with Assemblymember Keogh in support.

Amendment No. 28

Capital Projects/Grants/Pass Throughs

Areawide: State Shared Revenue (100.000.000.335.350) (Tab B, page 13)

MOTION PENDING: Assemblymember Keogh moved a primary amendment to the Areawide Fund, State Shared Revenue, by striking “\$100,000” and inserting it into Capital Projects, Non-areawide, Borough Septage Treatment Facility Land Acquisition, in the amount of “\$100,000.”

VOTE: The primary amendment passed with Assemblymembers Arvin and Colver opposed.

Amendment No. 30

Areawide: Capital Projects/Grants/Pass Through (Tab O)

MOTION PENDING: Assemblymember Colligan moved a primary amendment to Capital Projects/Grants/Pass Through to create a “Regional Transportation Organization in the amount of \$125,000,” with the funding source coming from Amendment No. 1.

VOTE: The primary amendment passed without objection.

(The meeting recessed at 7:15 p.m. reconvened at 7:25 p.m.)

Amendment No. 35

Areawide (Tab B)

MOTION: Assemblymember Colver moved a primary amendment to move all technology related money in fiscal year 2014 areawide fund, and all years forward, that were moved to the Information Technology Department through the adoption of Amendment No. 29, and place them back in the individual Clerk/Elections/Records Management and Law Department and to move all Records Management related money for HP TRIM in fiscal year 2014 areawide fund, and all years forward, from the Information Technology Department and place them into the Clerk/Records Management Budget as follows:

- From Information Technology back to Law:
 - 421.100 – Telephone - \$2,900;
 - 426.600 – Computer Software - \$2,500; and
 - 434.000 – Computers under \$5,000.
- From Information Technology back to Clerk:
 - 421.100 – Telephone - \$1,500;
 - 426.600 – Computer Software - \$17,879;

- 434.000 – Computers under \$5,000 - \$5,672; and
- 426.600 – HP TRIM - \$44,955.

VOTE: The primary amendment passed with Assemblymembers Colligan and Woods opposed.

Amendment No. 36

Areawide: Assessments (100.115.117.411's and 412's) (Tab B, page 62)

MOTION: Assemblymember Colver moved a primary amendment to the Areawide Fund, Assessments, by inserting a full time permanent Property Conveyance/Assessment Records Technician as follows:

- 411.200 and 300, and 412's – Temp Wages and Benefits, by striking \$101,450; and
- 411.100 and 412's, Permanent Wages and Benefits, by inserting a total of \$100,872, for an overall decrease of \$578.

VOTE: The primary amendment failed with Assemblymembers Keogh, Colver, and Halter in support.

Amendment No. 37

Fund 259: Greater Palmer Consolidated Fire Service Area (Tab G, page 69)

MOTION: Assemblymember Keogh moved a primary amendment to the Greater Palmer Consolidated Fire Service Area by striking the mill rate of "0.93" and inserting in its place "0.90."

VOTE: The primary amendment passed with Assemblymember Woods opposed.

Amendment No. 38

Areawide: Capital Project/Grants/Pass Through (Tab O, page 1)

MOTION: Assemblymember Keogh moved a primary amendment to the Capital Project/Grants/Pass Through as follows:

- by reducing the Planning Grant to the city of Wasilla in the amount of "\$9,435."

VOTE: The primary amendment passed without objection.

Amendment No. 39

Areawide: Capital Projects (Tab O) – State Revenue Sharing (Tab B, page 13)

MOTION: Assemblymember Colligan moved a primary amendment to allocate “\$75,000” to Develop Flood Plain Mapping with the funds to come from State Municipal Revenue Sharing.

VOTE: The primary amendment passed without objection.

Amendment 40

Non-areawide: Economic Development (Tab C)

Areawide: State Revenue Sharing (Tab B, page 15)

MOTION: Assemblymember Colligan moved a primary amendment to the non-areawide fund by inserting into Economic Development (Manager) “\$100,000” for economic development to be funded by State Municipal Revenue Sharing.

VOTE: The primary amendment failed with Assemblymembers Colligan, Woods, and Salmon in support.

Amendment No. 41

Road Service Areas (Tab H)

MOTION: Assemblymember Halter moved a primary amendment to reduce mill rates for the following road service areas within District No. 7 to equal the dollar amounts in an equal offset so revenue is unchanged, but the mill rate is reduced, from Vehicle Tax Revenue as follows:

- Caswell Lakes Road Service Area fund 272 - \$11,495;
- Greater Willow Road Service Area fund 276 – \$18,755;
- Meadow Lakes Road Service Area fund 281 - \$32,570;
- Talkeetna Road Service area fund 283 - \$12,510; and
- Trapper Creek Road Service Area fund 284 - \$5,550.

VOTE: The primary amendment passed with Assemblymembers Colligan, Woods, and Salmon opposed.

Technical Amendment

MOTION: Assemblymember Arvin moved a technical amendment to Ordinance Serial No. 13-013, by inserting a new Section 4 and renumbering the following sections accordingly, to read as follows: “Section 4. Reappropriation. The following amounts are hereby reappropriated from the sources identified and into the projects identified in the amounts as shown below:” with the ordinance notes to be filled in by the Clerk after consultation with the Finance Director to incorporate budget amendments as approved by the Assembly.

Funding Source	Project/Fund for FY14 Budget
<p>Areawide Fiscal Year (FY) 2013 Budget</p> <p>Finance - Common Contractual (120.113)</p> <ul style="list-style-type: none"> - Building Rental (425.200) - \$15,000; - Other Professional Charges (426.900) - \$36,000; - Vehicle Insurance (427.200) - \$11,500; - Liability Insurance (427.500) - \$40,000; - Umbrella Liability Insurance (427.510) - \$20,000; - Risk Management Training (427.700) - \$5,000; - Insurance Adjusters Fees (427.800) - \$40,000; - Insurance Deductible (427.900) - \$20,000; - Equipment Maintenance Services (428.300) - \$10,000; - Commun Equipment Maintenance Service (428.500) - \$15,000; - Training/Instructor Fees (429.210) - \$25,000; - Other Contractual (429.900) - \$40,000; - Copier/Fax Supplies (430.200) - \$10,000; - Equip. Maint. Supplies (431.300) - \$3,000; - Personnel Supplies (433.100) - \$6,000; - Other Supplies (433.900) - \$3,000; - Other Equip. Under \$5,000 (434.100) - \$7,000; - Furniture Under \$5,000 (434.300) - \$5,000; - Equip. Over \$5,000 (451.100) - \$20,000; <p>Finance - Revenue & Budget (120.119):</p> <ul style="list-style-type: none"> - Other Equip. Under \$5,000 (434.100) - \$4,000; <p>Administration Finance (120.120):</p> <ul style="list-style-type: none"> - Expense Reimb. Outside MSB (414.200) - \$15,000; - Printing (423.000) - \$20,000; - Computer Software (426.600) - \$60,000; - Other Professional Charges (426.900) - \$45,000; - Training/Instructor Fees (429.210) - \$20,000; - Other Contractual (429.900) - \$25,000; - Other Equip. Under \$5,000 (434.100) - \$5,000; 	<p>Areawide FY 2014 Budget - \$445,500</p> <p>FY 2014 Capital Improvement Project</p> <ul style="list-style-type: none"> - Regional Transportation Organization - \$125,000

<ul style="list-style-type: none"> - Furniture Under \$5,000 (434.300) - \$5,000; - Equip. Over \$5,000 (451.100) - \$5,000; - Furniture Over \$5,000 (451.300) - \$5,000; Finance - Assessments (120.140): - Postage (421.200) - \$20,000; - Equip. Over \$5,000 (451.100) - \$5,000; - Furniture Over \$5,000 (451.300) - \$5,000; <p>Total \$570,500</p>	
<p>FY 2010 Capital Improvement Projects</p> <ul style="list-style-type: none"> - Project No. 45255 Vehicle Fuel Management - System - \$55,000 - Project No. 45256 - Sub Project 1803 - EOC Phone System Upgrade to VOIP - \$60,000 	<p>FY 2014 Capital Improvement Project</p> <ul style="list-style-type: none"> - Boroughwide Payroll/Benefit/HR System - \$115,000
<p>FY13 Areawide</p> <ul style="list-style-type: none"> - accounts 426.600 and 434.000 - \$235,995 	<p>FY 14 Capital Improvement Project</p> <ul style="list-style-type: none"> - Boroughwide Payroll/Benefit/HR System - \$235,995
<p>FY 2010 Capital Improvement Projects</p> <ul style="list-style-type: none"> - Project No. 10057 - Sub Project 1873 - Admin Building Repairs - \$104,971 	<p>FY 2014 Capital Improvement Project</p> <ul style="list-style-type: none"> - Furnishings and Equipment for Annex - Clerks - \$104,971
<p>FY 2012 Capital Improvement Projects</p> <ul style="list-style-type: none"> - Grant Match for FTA (480 465.000 99999 1800 1805) - \$691,319 	<p>FY 2014 Areawide Fund - \$691,319</p>

VOTE: The primary amendment passed without objection.

Amendment No. 42

Areawide: (414.200, 414.400, 429.200 and 414.210) (Tab B)

MOTION: Assemblymember Arvin moved a primary amendment Expense Reimbursement (414.200), Travel Tickets (414.400), Training (429.900), and Training/Instructor Fees (429.410), in all funds and departments with the exception of fire service areas, road service areas, special service areas, Law, Clerk, Manager, Assembly, and Mayor by reducing those line items by 50 percent.

MOTION: Assemblymember Colligan moved a secondary amendment to strike “50 percent” and insert in its place “\$100,000” and to include “Law, Clerk, Manager, Assembly, and Mayor” and to allow the Manager to decide where the reductions will come from.

(The meeting recessed at 8:20 p.m. and reconvened at 8:30 p.m.)

VOTE: The secondary amendment passed with Assemblymember Colver opposed.

MOTION: Assemblymember Colver moved a secondary amendment to strike the primary amendment in its entirety and insert new language to read: “To reduce line items in areawide operating funds in the amount of \$100,000 and authorizing the Manager to identify reductions.”

VOTE: The secondary amendment passed without objection.

VOTE: The primary amendment passed with Assemblymembers Halter and Keogh opposed.

(The meeting recessed at 8:50 p.m. and reconvened at 9 p.m.)

Amendment No. 43

MOTION: Assemblymember Arvin moved to amend Section 6 of the ordinance, Appropriation for Reservation of Fund Balance, to decrease the reservation by “\$37,746” from “\$26,339,440” to “\$26,301,694,” which is the amount equal to a minimum of 25 percent of all budgeted operating expenditures of the fiscal year 2014 budget, excluding the budgeted operating expenditures of the School District.

VOTE: The primary amendment passed without objection.

MOTION: Assemblymember Arvin moved to set the mill rate at 9.852 for areawide and .52 for non-areawide.

VOTE: The motion passed without objection.

VOTE: The main motion to adopt Ordinance Serial No. 13-013 passed as amended without objection.

VI. VETO

A. MOTION TO OVERRIDE ANY POSSIBLE MAYORAL VETO ON FISCAL YEAR 2014 BUDGET ITEMS (ORDINANCE SERIAL NO. 13-013)

(There were no vetoes presented.)

VII. AUDIENCE PARTICIPATION

The following person thanked the Assembly for their support and for adopting the budget: Dr. Deena Paramo, School District Superintendent.

The following person thanked the Assembly for adopting the budget: Ms. Helen Munoz.

VIII. MAYOR, ASSEMBLY, AND STAFF COMMENTS

Assemblymember Arvin:

- thanked the body for their hard work; and
- stated that he is glad that the May 23, 2013, meeting will be cancelled.

Mr. Hays thanked staff for their long hours and hard work on the budget.


Ms. Newman advised that the May 23, 2013, meeting would be cancelled as the budget has been adopted.

Mayor DeVilbiss stated that the only veto he is considering would be revenue neutral.

Mr. Spiropoulos advised that he would be out of the office next week.

IX. ADJOURNMENT

The special meeting adjourned at 9:21 p.m.


LARRY DeVILBISS, Borough Mayor

ATTEST:


LONNIE R. McKECHNIE, CMC, Borough Clerk

Minutes Approved: 07/16/13