

# MATANUSKA-SUSITNA BOROUGH

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

## **BOROUGH MAYOR**

Timothy L. Anderson

## **BOROUGH CLERK**

Michelle M. McGehee, 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**

## **REGULAR MEETING**

**6 P.M.**

**TUESDAY, SEPTEMBER 21, 2004**

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA

IV. PLEDGE OF ALLEGIANCE

V. MINUTES OF PRECEDING MEETINGS

A. Special Assembly Meeting: 09/07/04

B. Regular Assembly Meeting: 09/07/04

VI. SPECIAL ORDERS OF THE DAY

A. Proclamation in Honor of Mr. Ferman Strickland's Community Involvement within the Borough

VII. REPORTS/CORRESPONDENCE

A. AGENCY REPORTS

1. Reports from cities

2. Matanuska-Susitna Borough School District

3. Mat-Su Agency Partnership – Sammye Pokryfki Re: Update on Health and Human Service Non-Profit Sector

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. Greater Butte Road Service Area No. 26 Board of Supervisors: 09/06/04
  - b. Local Road Service Area Advisory Board: 08/19/04
  - c. Parks, Recreation, and Trails Advisory Board: 07/26/04
  - d. Planning Commission: 08/16/04
  - e. Talkeetna Water and Sewer Special Service Area No. 36 Board of Supervisors: Resolution Nos. 04-01, 04-02, 04-03, 04-04, 04-05,
2. Community Council Correspondence:
  - a. Glacier View Community Council: 08/17/04

G. INFORMATIONAL MEMORANDUMS

1. IM No. 04-261: THE PURCHASE OF SODIUM CHLORIDE FOR WINTER ROAD MAINTENANCE

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. 04-157: AN ORDINANCE CREATING FAIRVIEW ACRES AND LUPINE LANE ACRES AREA NATURAL GAS LOCAL IMPROVEMENT DISTRICT NO. 391, 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. 04-233
  
2. Ordinance Serial No. 04-166: AN ORDINANCE REPEALING THE LAND MANAGEMENT DIVISION POLICY AND PROCEDURE MANUAL, FEE SCHEDULE.
  - a. Resolution Serial No. 04-132: A RESOLUTION ESTABLISHING FEES FOR THE LAND AND RESOURCE MANAGEMENT DIVISION.
    - (1) IM No. 04-226
  
3. Ordinance Serial No. 04-167: AN ORDINANCE APPROVING THE REQUEST OF THE MEADOW LAKES COMMUNITY COUNCIL AND BOROUGH DEPARTMENT OF PUBLIC WORKS CLASSIFYING THE NORTHEAST 1/4 SOUTHWEST 1/4, SECTION 2, TOWNSHIP 17 NORTH, RANGE 2 WEST, SEWARD MERIDIAN, ALASKA, AS RESERVED USE LAND, AND THE SOUTH 1/2, SOUTHWEST 1/4, NORTHWEST 1/4, SECTION 2, TOWNSHIP 17 NORTH, RANGE 2 WEST, SEWARD MERIDIAN, ALASKA, AS MATERIAL LAND AND RESERVED USE LAND, AND APPROVING THE SALE AT LESS THAN FAIR MARKET VALUE OF 40 ACRES TO THE MEADOW LAKES COMMUNITY COUNCIL, INC. LOCATED IN THE MEADOW LAKES AREA (MSB4050).
  - a. IM No. 04-243
  
4. Ordinance Serial No. 04-168: AN ORDINANCE ACCEPTING AND APPROPRIATING \$100,000 FROM THE STATE OF ALASKA, SENATE BILL 283, FOR THE PALMER ACADEMY CHARTER SCHOOL SEWER PROJECT NO. 40159.
  - a. Resolution Serial No. 04-133: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR PROJECT NO. 40159, PALMER ACADEMY CHARTER SCHOOL SEWER PROJECT AND

AUTHORIZING THE MANAGER TO ENTER INTO A MEMORANDUM OF AGREEMENT WITH THE CITY OF PALMER.

(1) IM No. 04-246

5. Ordinance Serial No. 04-169: AN ORDINANCE ACCEPTING AND APPROPRIATING \$100,000 FROM THE DENALI COMMISSION TO FUND 480, PROJECT NO. 20333, FOR PHASE II OF THE NEEDS ASSESSMENT OF RURAL HEALTHCARE SERVICES AND FACILITIES IN THE MATANUSKA-SUSITNA BOROUGH.
  - a. Resolution Serial No. 04-134: A RESOLUTION AMENDING THE SCOPE OF WORK AND BUDGET AND AUTHORIZING THE EXTENSION OF THE MEMORANDUM OF AGREEMENT FOR PHASE II OF THE CONCEPTUAL PLANNING AND HEALTH CARE NEEDS ASSESSMENT PROJECT FOR THE RURAL MAT-SU HEALTHCARE PROVIDERS NETWORK.

(1) IM No. 04-247
  
6. Resolution Serial No. 04-135: A RESOLUTION APPROVING THE BOROUGH HAZARD MITIGATION PLAN.
  - a. IM No. 04-248
  
7. Ordinance Serial No. 04-170: AN ORDINANCE ACCEPTING AND APPROPRIATING \$18,000 FROM THE ALASKA STATE DIVISION OF EMERGENCY SERVICES FOR THE MATANUSKA-SUSITNA BOROUGH'S LOCAL EMERGENCY PLANNING COMMITTEE, FUND 480, PROJECT NO. 20259, FOR FISCAL YEAR 2005 OPERATIONS.
  - a. IM No. 04-249
  
8. Ordinance Serial No. 04-171: AN ORDINANCE ACCEPTING AND APPROPRIATING A \$29,598 FEDERAL EMERGENCY MANAGEMENT AGENCY ASSISTANCE TO FIREFIGHTERS GRANT AND REQUESTING AN APPROPRIATION OF \$3,288 FROM THE BIG LAKE FIRE SERVICE AREA FUND BALANCE, FUND 256, TO PROJECT NO. 45141, FUND 405, FOR PERSONAL PROTECTIVE EQUIPMENT AND SUPPLIES.
  - a. Resolution Serial No. 04-136: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE FEDERAL EMERGENCY MANAGEMENT AGENCY ASSISTANCE TO FIREFIGHTERS GRANT

FOR THE BIG LAKE FIRE SERVICE AREA, PROJECT NO. 45141, FUND 405, TO PURCHASE PERSONAL PROTECTIVE EQUIPMENT AND SUPPLIES.

(1) IM No. 04-250

9. Ordinance Serial No. 04-172: AN ORDINANCE ACCEPTING AND APPROPRIATING A \$92,408 FEDERAL EMERGENCY MANAGEMENT AGENCY ASSISTANCE TO FIREFIGHTERS GRANT AND REQUESTING AN APPROPRIATION OF \$10,267 FROM THE SUTTON FIRE SERVICE AREA FUND BALANCE, FUND 253, TO PROJECT NO. 45093, FUND 405, FOR FIREFIGHTING AND PERSONAL PROTECTIVE EQUIPMENT AND SUPPLIES.

a. Resolution Serial No. 04-137: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE FEDERAL EMERGENCY MANAGEMENT AGENCY ASSISTANCE TO FIREFIGHTERS GRANT FOR THE SUTTON FIRE SERVICE AREA, PROJECT NO. 45093, FUND 405, TO PURCHASE FIREFIGHTING AND PERSONAL PROTECTIVE EQUIPMENT AND SUPPLIES.

(1) IM No. 04-251

10. Ordinance Serial No. 04-173: AN ORDINANCE ACCEPTING AND APPROPRIATING A \$4,509.85 ALASKA STATE DIVISION OF FORESTRY VOLUNTEER FIRE ASSISTANCE GRANT AND REQUESTING AN APPROPRIATION OF \$4,509.85 FROM THE WILLOW FIRE SERVICE AREA FUND BALANCE, FUND 258, TO PROJECT NO. 20146, FUND 405, FOR FIRE, COMMUNICATION, AND PERSONAL PROTECTIVE EQUIPMENT AND SUPPLIES.

a. Resolution Serial No. 04-138: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE ALASKA STATE DIVISION OF FORESTRY VOLUNTEER FIRE ASSISTANCE GRANT AND MATCHING FUNDS FOR WILLOW FIRE SERVICE AREA, PROJECT NO. 20146, FUND 405.

(1) IM No. 04-254

11. Ordinance Serial No. 04-174: AN ORDINANCE ACCEPTING AND APPROPRIATING A \$4,937.50 ALASKA STATE DIVISION OF FORESTRY VOLUNTEER FIRE ASSISTANCE GRANT AND REQUESTING AN APPROPRIATION OF \$4,937.50 FROM THE

BUTTE FIRE SERVICE AREA FUND BALANCE, FUND 251, TO PROJECT NO. 20144, FUND 405, FOR FIRE AND COMMUNICATION EQUIPMENT AND SUPPLIES.

a. Resolution Serial No. 04-139: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE ALASKA STATE DIVISION OF FORESTRY VOLUNTEER FIRE ASSISTANCE GRANT AND MATCHING FUNDS FOR BUTTE FIRE SERVICE AREA, PROJECT NO. 20144, FUND 405.

(1) IM No. 04-255

12. Ordinance Serial No. 04-176: AN ORDINANCE AMENDING THE MATANUSKA-SUSITNA BOROUGH RECREATIONAL TRAILS PLAN, SPECIFICALLY TO RENAME THE “PIONEER RIDGE TRAIL” THE “AUSTIN HELMERS – PIONEER RIDGE TRAIL.”

a. IM No. 04-258

13. Ordinance Serial No. 04-175: AN ORDINANCE CREATING MSB 17.62. ESTABLISHING AN AREAWIDE CONDITIONAL USE PERMIT FOR COAL BED METHANE EXPLORATION AND DEVELOPMENT. (*Sponsor: Mayor Anderson and Deputy Mayor Colver*)

a. IM No. 04-256

C. AUDIENCE PARTICIPATION (Three minutes per person.)

#### IX. UNFINISHED BUSINESS

A. Resolution Serial No. 04-123: A RESOLUTION ESTABLISHING A CITIZENS BUDGET REVIEW COMMITTEE.

(*Sponsor: Assemblymember Allen*) (*Motion pending 08/03/04*)

1. IM No. 04-218

#### X. NEW BUSINESS

A. INTRODUCTION (For public hearing - 10/19/04, 7 p.m., Borough Assembly Chambers)

1. Ordinance Serial No. 04-177: AN ORDINANCE APPROVING A REAPPROPRIATION OF \$30,000 FROM THE FISCAL YEAR 2005 CAPITAL PROJECTS, FUND 435, TO THE ANIMAL CARE AND REGULATION DIVISION OPERATING BUDGET,

200-160-606, FOR EMPLOYEE COMPENSATION AND PROFESSIONAL CHARGES.

a. IM No. 04-253

2. Ordinance Serial No. 04-178: AN ORDINANCE ACCEPTING AND APPROPRIATING \$46,000 FROM THE UNITED STATES ENVIRONMENTAL PROTECTION AGENCY, REGION 10, TO FUND 480, PROJECT NO. 20353, FOR THE BIG LAKE WATERSHED ASSESSMENT AND PLANNING.

a. Resolution Serial No. 04-140: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE BIG LAKE WATERSHED ASSESSMENT AND PLANNING, AS FUNDED BY THE UNITED STATES ENVIRONMENTAL PROTECTION AGENCY, REGION 10.

(1) IM No. 04-259

3. Ordinance Serial No. 04-179: AN ORDINANCE ACCEPTING AND APPROPRIATING \$49,000 FROM THE ALASKA COASTAL MANAGEMENT GRANT TO FUND 480, PROJECT NO. 20158.

a. Resolution Serial No. 04-141: A RESOLUTION ESTABLISHING THE SCOPE OF WORK AND BUDGET FOR THE ALASKA COASTAL MANAGEMENT GRANT FOR FISCAL YEAR 2005, FOR THE AMENDMENT TO THE MATANUSKA-SUSITNA BOROUGH COASTAL MANAGEMENT PLAN (MSB CMP).

(1) IM No. 04-260

## B. CONSENT AGENDA

1. RESOLUTIONS

2. ACTION MEMORANDUMS

a. AM No. 04-147: AUTHORIZING THE MANAGER TO ENTER INTO A MEMORANDUM OF AGREEMENT WITH THE CITY OF WASILLA AND AUTHORIZING THE PAYMENT TO THE CITY OF WASILLA IN ACCORDANCE WITH THE MEMORANDUM OF AGREEMENT IN THE AMOUNT OF \$75,000 FOR THE BOROUGH'S SHARE OF THE EXPENSES FOR THE

WATER LINE INSTALLATION AT GARDEN TERRACE  
SUBDIVISION, PROJECT NO. 30082.

- b. AM No. 04-177: ELIMINATION OF THE SLOPE EASEMENT ADJACENT TO SOUTH TANYA COURT ON PROPOSED LOT 1A IN WILDER PARK SUBDIVISION, LOCATED IN SECTION 16, TOWNSHIP 17 NORTH, RANGE 1 EAST, SEWARD MERIDIAN, ALASKA, IN THE GATEWAY COMMUNITY COUNCIL AREA.
- c. AM No. 04-178: AUTHORIZING THE PURCHASE OF A COLT-II COMPRESSED AIR FOAM SYSTEM FROM ARCTIC FIRE AND SAFETY FOR THE GREATER PALMER FIRE SERVICE AREA IN THE AMOUNT OF \$32,075 FOR USE IN THE WOLVERINE LAKE AREA.
- d. AM No. 04-179: AWARD OF BID NO. 05-036 TO NYE FRONTIER FORD IN THE AMOUNT OF \$23,933 FOR THE OPERATIONS AND MAINTENANCE DIVISION OF THE PUBLIC WORK DEPARTMENT.
- e. AM No. 04-180: AWARD OF PROPOSAL NO. 05-018 TO ROGER SWINGLE, M.D. IN THE AMOUNT OF \$72,000 PER YEAR FOR SERVICES AS AN ON-CALL MEDICAL DIRECTOR.
- f. AM No. 04-181: AWARD OF BID NO. 05-039 TO ALCO CONSTRUCTION IN THE AMOUNT OF \$41,142.50 FOR CULVERT RESTORATION ON CARDIFF LANE AND LUPINE LANE.
- g. AM No. 04-182: AWARD OF PROPOSAL NO. 04-163 TO WOLF ARCHITECTURE IN THE AMOUNT NOT TO EXCEED \$887,734 FOR THE DESIGN OF A NEW CENTRAL KITCHEN AND FOOD HANDLING/STORAGE FACILITY AT THE NUTRITION SERVICES FACILITY.
- h. AM No. 04-183: AWARD OF PROPOSAL NO. 05-009 TO AMC ENGINEERS IN THE AMOUNT OF \$102,032 FOR THE FIRE SPRINKLER DESIGN AT THE PALMER JUNIOR MIDDLE SCHOOL.

- i. AM No. 04-184: AWARD OF CONTRACTS FOR PROPOSAL NO. 04-129 TO ASCG, INC.; WOLF ARCHITECTURE; AMC ENGINEERS; HZA, LLC; AND PND INC., IN THE AMOUNT NOT TO EXCEED \$100,000 EACH PER YEAR TO PROVIDE ON-CALL ARCHITECTURAL AND ENGINEERING SERVICES FOR SMALL ENGINEERING PROJECTS.
- j. AM No. 04-185: AUTHORIZING THE PURCHASE OF AN UPGRADE FROM THE AS400 SYSTEM TO THE LOGOS.NET FINANCIAL SYSTEM FROM NEW WORLD SYSTEMS IN THE AMOUNT OF \$210,000.
- k. AM No. 04-186: AWARD OF PROPOSAL NO. 05-044 TO FUELS REDUCTIONS OF ALASKA, LLC; SKOOKUM CONSTRUCTION AND TREE SERVICES; SU VALLEY LANDCLEARING; MAD MOOSE WOOD PRODUCTS; GRIZZLY CONTRACTING; BAY AREA INC.; AND NORTHLAND TREE SERVICE FOR PER OCCURRENCE AMOUNTS NOT TO EXCEED \$5,000 AND YEARLY TOTAL AMOUNTS NOT TO EXCEED \$25,000 FOR TREE CUTTING SERVICES FOR THE WILDFIRE MITIGATION PROGRAM.
- l. AM No. 04-187: AWARD OF BID NO. 04-160 TO DIRT BROTHERS CONSTRUCTION IN THE AMOUNT OF \$140,524 FOR THE ROOF REPLACEMENT AT THE WILLOW COMMUNITY CENTER.

C. MAYORAL NOMINATIONS AND APPOINTMENTS

1. VACANCY REPORT

D. OTHER NEW BUSINESS

XI. RECONSIDERATION

XII. VETO

XIII. EXECUTIVE SESSION

XIV. MAYOR AND ASSEMBLY COMMENTS

XV. ADJOURNMENT