

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**

REGULAR MEETING

6 P.M.

TUESDAY, OCTOBER 21, 2003

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA

IV. PLEDGE OF ALLEGIANCE

V. MINUTES OF PRECEDING MEETINGS

A. Joint Assembly/School Board Meeting: September 9, 2003

B. Regular Assembly Meeting: September 16, 2003

VI. REPORTS/CORRESPONDENCE

A. AGENCY REPORTS

1. Reports from cities
2. Matanuska-Susitna Borough School District
3. Alaska State Fair Re: 2003 Fair Results and 2004 Fair Projects and Issues – Joe Lawton
4. Mat-Su Convention and Visitors Bureau Re: Quarterly Update – Bonnie Quill

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: 07/14/03, 08/11/03 (special meeting), 08/11/03 (regular meeting)
 - b. Consolidated Dispatch Advisory Committee: 07/08/03, 08/12/03
 - c. Emergency Medical Services Advisory Board: 08/06/03
 - d. Enhanced 9-1-1 Advisory Board: 07/08/03, 08/12/03
 - e. Historical Preservation Commission: 04/04/03, 07/11/03
 - f. Knik RSA No. 17 Board of Supervisors: 10/02/03
 - g. Library Board: 05/17/03, 09/20/03
 - h. Local Emergency Planning Committee: 05/21/03
 - i. Parks, Recreation, and Trails Advisory Board: 07/28/03, 09/22/03
 - j. Planning Commission: 08/04/03, 09/15/03
 - k. Regional Transportation Planning Organization: 07/28/03
 - l. Transportation Advisory Board: 07/23/03, 08/27/03
 - m. Wasilla-Lakes FSA No. 130 Board of Supervisors: 09/08/03
 - n. Willow FSA No. 35 Board of Supervisors: 05/07/03, 06/04/03, 07/02/03, 08/06/03
2. Community Council Correspondence:
 - a. Meadow Lakes Community Council: 08/13/03
 - b. Willow Area Community Organization: 09/08/03

G. INFORMATIONAL MEMORANDUMS

1. IM No. 03-249: AN INFORMATIONAL MEMORANDUM REGARDING THE CONTRACT AGREEMENT WITH WILLIAM L. DOOLITTLE FOR AN EMERGENCY 911 ASSESSMENTS STUDY.

2. IM No. 03-250: AN INFORMATIONAL MEMORANDUM REGARDING THE AWARD OF CONTRACT TO WELDIN CONSTRUCTION, INC., IN THE AMOUNT OF \$26,700 FOR REPLACEMENT OF LIGHTING AT EMERGENCY SERVICES STATION 65.

VII. SPECIAL ORDERS (to begin at 7 p.m.)

A. PERSONS TO BE HEARD (Three minutes per person.)

1. Mick Nolan Re: Title 16 Rewrite

B. PUBLIC HEARINGS (Three minutes per person.)

1. Ordinance Serial No. 03-154: AN ORDINANCE AMENDING MSB TITLE 24, ANIMAL CARE AND REGULATION.
(Sponsor: Assemblymember Simpson)
 - a. IM No. 03-225
2. Ordinance Serial No. 03-155: AN ORDINANCE APPROVING A SUPPLEMENTAL APPROPRIATION OF \$23,691 FROM THE GREATER PALMER FIRE SERVICE AREA FUND BALANCE, FUND 259, TO THE GREATER PALMER FIRE SERVICE AREA FISCAL YEAR 2004 OPERATING BUDGET, FUND 259, TO REPLACE A VEHICLE.
 - a. IM No. 03-231
3. Ordinance Serial No. 03-156: AN ORDINANCE ACCEPTING AND APPROPRIATING \$5,000 FROM THE ALASKA STATE DIVISION OF EMERGENCY SERVICES PRE-DISASTER MITIGATION GRANT PROGRAM, TO FUND 480, PROJECT NO. 20341, TO ASSIST IN COMPLETING THE DRAFT ALL-HAZARD MITIGATION PLAN.
 - a. Resolution Serial No. 03-100: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE ALASKA STATE DIVISION OF EMERGENCY SERVICES (ADES) PRE-DISASTER MITIGATION GRANT, FUND 480, PROJECT NO. 20341.
 - (1) IM No. 03-233

4. Ordinance Serial No. 03-157: AN ORDINANCE ACCEPTING AND APPROPRIATING \$25,000 FROM THE NATIONAL PARK SERVICE (NPS) TO FUND 480, PROJECT NO. 45138, FOR THE PURPOSE OF HIRING PROFESSIONAL SERVICES TO ASSIST IN THE DEVELOPMENT OF THE Y COMMUNITY COMPREHENSIVE PLAN.
 - a. Resolution Serial No. 03-101: A RESOLUTION ESTABLISHING A SCOPE OF WORK AND BUDGET AND AUTHORIZING THE MANAGER TO ENTER INTO A COOPERATIVE AGREEMENT BY AND BETWEEN THE MATANUSKA-SUSITNA BOROUGH AND THE NATIONAL PARK SERVICE, FOR THE PURPOSE OF HIRING PROFESSIONAL SERVICES TO ASSIST IN THE DEVELOPMENT OF THE Y COMMUNITY COMPREHENSIVE PLAN.
 - b. IM No. 03-235

C. AUDIENCE PARTICIPATION (Three minutes per person.)

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

- A. INTRODUCTION (For public hearing - 11/04/03, 7 p.m., Borough Assembly Chambers)
 1. Ordinance Serial No. 03-164: AN ORDINANCE CLASSIFYING LANDS AND APPROVING LANDS FOR SALE OR RETENTION.
 - a. IM No. 03-229
 2. Ordinance Serial No. 03-165: AN ORDINANCE ACCEPTING A [38,700] \$38,250 ALASKA COASTAL MANAGEMENT (306 PROGRAM REQUIRED TASKS) GRANT AND APPROPRIATING [38,700] \$38,250 TO FUND 480, FOR THIS PROGRAM DURING FY04.¹
 - a. Resolution Serial NO. 03-103: A RESOLUTION ESTABLISHING THE SCOPE OF WORK AND BUDGET FOR THE ALASKA COASTAL MANAGEMENT (306 PROGRAM REQUIRED TASKS) GRANT FOR FY04.
 - (1) IM No. 03-236
 - (2) IM No. 03-253

¹ Ms. Dillon noted prior to the introductions that the amount of the grant awarded in Ordinance Serial No. 03-165 was changed from \$38,700 to \$38,250.

3. Ordinance Serial No. 03-166: AN ORDINANCE ACCEPTING AND APPROPRIATING \$2,312,500 FROM THE FEDERAL HIGHWAY ADMINISTRATION THROUGH THE ALASKA STATE DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES TO FUND 430, FOR THE LITTLE SUSITNA RIVER ACCESS ROAD AND BRIDGE, PROJECT NO. 35264.
 - a. Resolution Serial No. 03-104: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE LITTLE SUSITNA RIVER ACCESS ROAD AND BRIDGE PROJECT, PROJECT NO. 35264.
 - (1) IM No. 03-239
4. Ordinance Serial No. 03-167: AN ORDINANCE ACCEPTING AND APPROPRIATING \$27,959 FROM THE ALASKA STATE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT, ALASKA COASTAL MANAGEMENT PROGRAM 306, TO FUND 480, PROJECT NO. 20342, TO CONDUCT A SURVEY, EVALUATION, AND INVENTORY OF HISTORIC SITES IN THE MIDDLE SUSITNA COASTAL ZONE MANAGEMENT DISTRICT AND ADJACENT CORRIDORS.
 - a. Resolution Serial No. 03-105: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE AMOUNT OF \$27,959 TO CONDUCT A SURVEY, EVALUATION, AND INVENTORY OF HISTORICAL SITES IN THE COASTAL MANAGEMENT ZONE AND ADJACENT CORRIDOR OF THE MIDDLE SUSITNA RIVER REGION.
 - (1) IM No. 03-248

B. INTRODUCTION (For public hearing - 12/02/03, 7 p.m., Borough Assembly Chambers)

1. Ordinance Serial No. 03-158: AN ORDINANCE CREATING UNALASKA AND ST. PAUL DRIVES ROAD PAVING LOCAL IMPROVEMENT DISTRICT NO. 388, 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. 03-243

2. Ordinance Serial No. 03-159: AN ORDINANCE CREATING SHEENA MAY ESTATES AREA ROAD PAVING LOCAL IMPROVEMENT DISTRICT NO. 387, 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. 03-244
3. Ordinance Serial No. 03-160: AN ORDINANCE CREATING WAGON ROAD AND RAWHIDE LANE ROAD PAVING LOCAL IMPROVEMENT DISTRICT NO. 389, 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 IMPROVEMENT.
 - a. IM No. 03-245

C. CONSENT AGENDA²

1. RESOLUTIONS

- a. Resolution Serial No. 03-106: A RESOLUTION AMENDING THE SCOPE OF WORK AND BUDGET FOR TOURISM INFRASTRUCTURE PROJECTS.
 - (1) IM No. 03-237
- b. Resolution Serial No. 03-107: A RESOLUTION AMENDING THE COMPOSITION OF THE BLUE RIBBON TASK FORCE ON THE POLICE POWERS TO ADD TWO ADDITIONAL AT-LARGE MEMBERS.
 - (1) IM No. 03-238
- c. Resolution Serial No. 03-108: A RESOLUTION AUTHORIZING THE MANAGER TO EXECUTE A GRANT AGREEMENT WITH THE CITY OF PALMER IN THE AMOUNT OF \$30,787.21 FOR THE PAVING OF SOUTH DENALI STREET AND APPROACHES ON EAST BIRCH AVENUE AND EAST BLUEBERRY AVENUE.
 - (1) IM No. 03-241

² Resolution Serial Nos. 03-106 and 03-107 and AM Nos. 03-197, 03-205, 03-212, and 03-213 were pulled from the consent agenda and addressed separately.

- d. Resolution Serial No. 03-109: A RESOLUTION APPROVING A PARTIAL SCOPE OF WORK AND BUDGET FOR THE LANDFILL EXPANSION, PROJECT NO. 25038, TO ALLOW FOR THE CONSTRUCTION OF AN EQUIPMENT MAINTENANCE STORAGE BUILDING.
(1) IM No. 03-242

2. ACTION MEMORANDUMS

- a. AM No. 03-196: AUTHORIZING THE PURCHASE OF A FORD EXPLORER FROM NYE FRONTIER FORD IN THE AMOUNT OF \$22,002 FOR THE PUBLIC WORKS DEPARTMENT.
- b. AM No. 03-197: APPROVAL OF CHANGE ORDER TO BOUTET COMPANY IN THE AMOUNT OF \$27,000 FOR THE ON-SITE PROJECT REPRESENTATIVE DURING CONSTRUCTION OF CENTRAL LANDFILL CELL 2B.
- c. AM No. 03-198: AWARD OF PROPOSAL 04-007 TO INFORMATION INSIGHTS IN AN AMOUNT NOT TO EXCEED \$138,514 TO CONDUCT A RURAL HEALTH CARE NEEDS ASSESSMENT.
- d. AM No. 03-204: AUTHORIZATION OF CHANGE ORDER NO. 1 TO CRITICAL HABITATS, INC., IN THE AMOUNT OF \$34,598 TO PROCEED WITH PHASES TWO AND THREE OF THE WETLANDS BANK ASSESSMENT.
- e. AM No. 03-205: AWARD OF BID NO. 04-044 TO WILDER CONSTRUCTION IN THE AMOUNT OF \$43,644.25 FOR THE SUPPLY OF WINTER ROAD CHIPS.
- f. AM No. 03-206: AWARD OF BID NO. 04-039 TO CUMMINS NORTHWEST IN THE AMOUNT OF \$9,576.58 FOR THE INITIAL YEAR, AND \$9,301.58 FOR EACH ADDITIONAL ONE YEAR OPTION PERIOD, FOR GENERATOR TESTING AND MAINTENANCE.

- g. AM No. 03-207: AWARD OF PROPOSAL 04-036 TO CODE PUBLISHING, INC., IN THE AMOUNT OF \$22,375 FOR RECODIFICATION OF THE BOROUGH CODE, AND FOR THE AMOUNT OF \$5,150 PER YEAR FOR FOUR YEARS OF MAINTENANCE OF THE CODE.
- h. AM No. 03-208: APPROVAL OF CHANGE ORDER TO KOPPERUD TRANSPORTATION, INC., IN THE AMOUNT OF \$30,000 FOR THE SETTLEMENT AVENUE CULVERT REPLACEMENT PROJECT, PROJECT NO. 30078.
- i. AM No. 03-209: AWARD OF BID NO. 04-035 TO BIG R MANUFACTURING, LLC., IN THE AMOUNT OF \$70,475 FOR THE PURCHASE OF A PORTABLE STEEL BRIDGE TO REPLACE THE THREE PERCHED CULVERTS AT THE SITZE ROAD CROSSING OVER SWIFTWATER CREEK IN THE GOLD TRAILS ROAD SERVICE AREA.
- j. AM No. 03-210: AWARD OF PROPOSAL 03-148 TO SERVICE OIL AND GAS AND VALLEY FUEL IN AN AMOUNT EXPECTED TO EXCEED \$15,000 EACH FOR THE DELIVERY OF HEATING OILS AND DIESEL FUELS.
- k. AM No. 03-211: AWARD OF BID 04-028 TO ALASKA SALES AND SERVICE IN THE AMOUNT OF \$33,438 FOR AN EMERGENCY SERVICES ADMINISTRATIVE TRUCK.
- l. AM No. 03-212: AWARD OF A PURCHASE AGREEMENT WITH ZOLL MEDICAL IN THE AMOUNT OF \$23,215 FOR THE SUPPLY OF TWO DEFIBRILLATORS FOR EMERGENCY SERVICES.
- m. AM No. 03-213: AUTHORIZE THE PURCHASE OF WINTER ROAD SAND IN THE AMOUNT OF \$30,065 FROM CENTRAL PAVING PRODUCTS.

D. MAYORAL NOMINATIONS AND APPOINTMENTS

1. VACANCY REPORT

- E. OTHER NEW BUSINESS
- X. RECONSIDERATION
- XI. VETO
- XII. EXECUTIVE SESSION
- XIII. MAYOR AND ASSEMBLY COMMENTS
- XIV. ADJOURNMENT