

I. CALL TO ORDER

The regular meeting of the Matanuska-Susitna Borough Assembly was held on November 15, 2005, at the Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 6 p.m. by Mayor Timothy L. Anderson.

II. ROLL CALL

Assembly members present and establishing a quorum were:

Mr. Bill Allen, Assembly District No. 2
Mr. Talis J. Colberg, Assembly District No. 3
Ms. Mary Kvalheim, Assembly District No. 4
Ms. Cindy L. Bettine, Assembly District No. 5
Mr. Jim Colver, Assembly District No. 6 (*Deputy Mayor*)
Ms. Betty Vehrs, Assembly District No. 7

Assembly members absent and excused were:

Ms. Lynne Woods, Assembly District No. 1

Staff in attendance were:

Ms. Michelle M. McGehee, Borough Clerk
Ms. Lonnie R. McKechnie, Executive Assistant to the Borough Clerk
Ms. Teresa S. Williams, Borough Attorney
Ms. Marian Romano, Assistant Borough Manager
Mr. Keith Rountree, Public Works Director
Mr. Dennis Brodigan, Emergency Services Director
Mr. Ron Swanson, Community Development Director
Mr. Murph O'Brien, Planning and Land Use Director
Ms. Cheyenne Heindel, Revenue and Budget Manager

III. APPROVAL OF AGENDA

Mayor Anderson inquired if there was any objection to adding item B, Alaska Municipal League Awards, and item C, Vic Fischer Award, under the Special Orders of the Day.

There was no objection noted.

Mayor Anderson inquired if there were any other changes to the agenda.

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

IV. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mr. Bill Browne, Meadow Lakes Fire Service Area Board of Supervisors.

V. MINUTES OF PRECEDING MEETINGS

A. Joint Assembly/Planning Commission: 10/25/05

Mayor Anderson inquired if there were any corrections to the special meeting minutes of October 25, 2005.

GENERAL CONSENT: The minutes were approved as presented without objection.

B. Regular Assembly Meeting: 11/01/05

Mayor Anderson inquired if there were any corrections to the regular meeting minutes of November 1, 2005.

Ms. McGehee noted that on page 21 of 22 it states that Assemblymember Colver moved the Vacancy Report when he was not present at the meeting. *[This item was corrected accordingly.]*

GENERAL CONSENT: The minutes were approved as amended without objection.

VI. SPECIAL ORDERS OF THE DAY

A. Proclamation in Recognition of Ms. Teslin Phillips for her Dedication to Environmental Issues

Mayor Anderson:

- read the proclamation into the record; and
- presented the award to Mr. Daniel Phillips on behalf of Ms. Teslin Phillips.

Mr. Daniel Phillips stated that it is appreciated that the Mayor and the Assembly are honoring Ms. Phillips with the proclamation.

B. Alaska Municipal League Awards

Mayor Anderson:

- advised that the Matanuska-Susitna Borough received two awards at the Alaska Municipal League Conference;
- spoke regarding receiving the Alaska Community Award of Excellence in Economic Development for the wetland mitigation banking;
- read the proclamation into the record; and
- presented the award to Mr. Ron Swanson, Director of Community Development.

Mr. Swanson:

- spoke regarding the wetland mitigation banking; and
- advised that the Borough is the first community in Alaska to do wetland mitigation banking.

Assemblymember Vehrs:

- spoke regarding the Borough receiving the Alaska Community Award of Excellence and More Efficient Government Services for the Willow Creek Stream Bank Restoration Project; and
- presented the award to Ms. Deborah Broneske, Resource Specialist in Land Management.

Ms. Broneske:

- advised that the project has been ongoing since 2001; and
- spoke regarding the Willow Creek stream bank restoration project.

C. Vic Fisher Award

Assemblymember Vehrs:

- stated that the Vic Fisher Award was presented to Mayor Anderson at the Alaska Municipal League Conference;
- advised that the award is presented to individuals for outstanding achievements in state and local government;
- read the Alaska Municipal League's release regarding Mayor Anderson being presented with the Vic Fisher Award; and
- thanked Mayor Anderson for his service.

Mayor Anderson:

- stated that it was an honor to receive the Vic Fisher Award;
- spoke regarding receiving the award during the Alaska Municipal League Conference; and
- stated that the awards that the Borough received during the Alaska Municipal League Conference shows that the Borough is a leader in the State.

VII. REPORTS/CORRESPONDENCE

A. AGENCY REPORTS

1. Reports from cities

Houston City

Councilmember Fannon:

- spoke regarding a land transfer for a new city hall building;
- advised 138.25 acres off of Cheri Lake Road may be sold to finance the city hall building; and
- advised that the city of Houston may have five police officers by next year.

2. Matanuska-Susitna Borough School District

(There were no comments provided.)

B. COMMITTEE REPORTS

1. Joint Assembly/School Board Committee on School Issues

Mayor Anderson:

- advised that the Joint Assembly/School Board Committee on School Issues has not met since the last report; and
- stated that he and the Manger met with Chief School Administrator Doyle and encouraged the Joint Assembly/School Board Committee on School Issues to become active again.

2. Regional Transportation Planning Organization

Mayor Anderson advised that the Regional Transportation Planning Organization has not met since the last report.

C. MANAGER COMMENTS

1. State/Federal Legislation

Ms. Romano advised that the lobbyist has arranged the Assembly to meet with the State Legislative Delegation on December 19, 2005.

Assemblymember Vehrs:

- spoke regarding a work shop she attended at the Alaska Municipal League Conference that discussed how to best lobby the Legislative Delegation; and
- spoke regarding having a reception with the Legislative Delegation prior to the December 19, 2005, meeting.

Assemblymember Bettine:

- spoke regarding a work shop she attended at the Alaska Municipal League Conference on how to work with the Statewide Delegation;
- advised that she would like to build a better relationship with the Statewide Delegation; and
- advised that she would also like to have a reception with the Legislative Delegation prior to the joint meeting scheduled for December 19, 2005.

Assemblymember Colver:

- suggested having a lunch with the Legislative Delegation prior to the meeting on December 19, 2005; and
- spoke regarding creating a more informal atmosphere for the bodies rather than strictly business.

Assemblymember Allen:

- stated that in Fairbanks they would have a dinner honoring the Legislative Delegation after the work session; and
- opined that the reception and the meeting should be combined, due to the fact that it may be difficult to get the Legislative Delegation to attend two separate meetings.

Discussion ensued regarding the joint meeting with the Legislative Delegation.

Ms. Romano:

- advised that the Manager and JL Properties decided that a preliminary draft document will be developed for both sides to work from on the Hatcher Pass project;
- advised that the next meeting to discuss the prison with Governor Murkowski is scheduled for November 16, 2005;
- spoke regarding the letter from Senator Green encouraging Governor Murkowski to take action on the prison issue; and
- advised that the Manager attended the Environmental Protection Agency's Local Government Advisory Committee Conference.

Assemblymember Vehrs:

- advised that she and Mr. Duffy met with Federal staff members to discuss the Assembly's Federal priorities;
- advised that she received encouragement and contact information to pursue funding for Borough libraries from Mr. George Smith, Director of State Programs for the Institute of Museum and Library Services;
- spoke regarding the Agricultural Processing and Development Center; and
- spoke regarding the need to keep the Borough's priorities in front of the Federal Delegation.

Assemblymember Allen:

- advised that he and Mr. Duffy met with the Board of Directors of the Anchorage Economic Development Corporation;
- noted that the Borough is no longer a bedroom community of Anchorage;
- spoke regarding needing the assistance of the Anchorage Economic Development Corporation with economic development in the Borough; and
- advised that he will introduce legislation to establish a council on economic policy for the Borough.

Mayor Anderson:

- advised that on December 6, 2005, he has legislation coming forward to establish a group regarding economic development; and
- advised that he would like to work with Assemblymember Allen on the legislation.

Assemblymember Bettine:

- spoke regarding the School District's lapsed funds; and
- opined that lapsed funds creates an environment for last minute spending.

Mayor Anderson queried if the assembly members would like to give a report on attending the Alaska Municipal League Conference.

Assemblymember Vehrs:

- spoke regarding tax relief in the form of a community dividend;
- advised that due to the lobbying efforts of the National Association of Counties the Borough gets \$1.9 million in federal PILT funds; and
- spoke regarding a presentation that the National Association of Counties gave on drug prescription cards.

Mayor Anderson:

- advised that the Alaska Municipal League and the Alaska Conference of Mayors are both in favor of a community dividend;
- spoke regarding small communities throughout Alaska failing;
- stated that a community dividend is a direct benefit to everyone in the Borough by providing tax relief; and
- stated that the Alaska Municipal League Conference had many good topics that were discussed.

Assemblymember Colver:

- stated that the focus of the Alaska Municipal League Conference was property tax relief in the form of revenue sharing;
- spoke regarding Governor Murkowski wanting a sustainable source of revenue;
- opined that property tax relief in the form of revenue sharing needs to be put at the top of the list of the Borough's legislative priorities; and
- opined that one of the reasons that the bonds did not pass at election is due to property taxes.

D. ATTORNEY COMMENTS

(There were no comments provided.)

E. CLERK COMMENTS

Ms. McGehee:

- reviewed the upcoming meeting schedule;
- noted that the joint meeting with the Municipality of Anchorage will be held in Anchorage on November 29, 2005; and
- queried whether the Assembly would like to schedule the retreat in January with a facilitator.

Assemblymember Allen advised that he is in support of a profession facilitator at the Assembly retreat.

Assemblymember Colver queried whether there have been measurable results from the last retreat, as he was not able to attend.

Assemblymember Vehrs advised that the body is addressing establishing a plan for the 4-year college.

Discussion ensued regarding scheduling an Assembly retreat in January.

Ms. McGehee:

- advised that she would move forward with scheduling the Assembly retreat for January;
- spoke regarding attending the Alaska Municipal League Conference;
- spoke regarding the records management report;
- advised that she would be holding training sessions for members of Borough boards and commissions along with the Borough Attorney who will be discussing the Open Meetings Act; and
- advised that she was invited to be a bell ringer for the Salvation Army on behalf of the Borough on November 25, 2005.

F. CITIZEN AND OTHER CORRESPONDENCE

1. MSB Board/Committee Minutes:

- a. Board of Ethics: 10/14/05
- b. Local Road Service Area Advisory Board: 10/20/05

The citizen and other correspondence were presented and no comments were noted.

G. INFORMATIONAL MEMORANDUMS

(There were no informational memorandums presented.)

IX. UNFINISHED BUSINESS

(There was no unfinished business presented.)

X. NEW BUSINESS

A. INTRODUCTION (For public hearing - 12/06/05, 7 p.m., Borough Assembly Chambers)

- 1. Ordinance Serial No. 05-191: AN ORDINANCE AMENDING MSB 15.24.030(B)(4), CITY OF WASILLA COMPREHENSIVE PLAN, TO INCLUDE THE CITY OF WASILLA HAZARD MITIGATION PLAN (PHASE I – NATURAL HAZARDS).
 - a. IM No. 05-274
- 2. Ordinance Serial No. 05-193: AN ORDINANCE AMENDING MSB 1.50, ACCESS TO PUBLIC RECORDS.
 - a. IM No. 05-283

Ms. McGehee read the above legislation into the record.

MOTION: Assemblymember Colver moved to introduce the legislation as read into the record by the Clerk and set the public hearings for December 6, 2005.

VOTE: The motion passed without objection.

B. MAYORAL NOMINATIONS AND APPOINTMENTS

1. VACANCY REPORT

Mayor Anderson made the following recommendations:

Historical Preservation

Bonnie Allen

Rosetta Alcantra

Local Emergency Planning Committee

Daniel Deedy

Real Property Asset Management Board

Dulce Ben-East

Bishop Buckle

Fairview Road Service Area No. 14

Daniel Elliott

Meadow Lakes Road Service Area No. 27

Byron Akers

Mayor Anderson requested the following confirmations:

Board of Adjustment and Appeals

Resignation of Patti Hurt

Board of Ethics

Removal of David Church

Historical Preservation Commission

Jill Reese

Local Emergency Planning Committee

Sarah Sanderlin

Nancy Hall

Planning Commission

Resignation of Rose Jenne

Real Property Asset Management Board

John Strassenburgh

Regional Transportation Advisory Board

Resignation of Patti Hurt

Big Lake Fire Service Area No. 33

Wes Hamrick

Big Lake Road Service Area No. 21

Paul McRoberts

Bogard Road Service Area No. 25
Valen Bair
Caswell Lakes Road Service Area No. 15
Cynthia Olson
Arthur Petersen
Fairview Loop Road Service Area No. 14
David Hopper
Greater Butte Road Service Area No. 26
Michael Shields
Greater Talkeetna Road Service Area No. 29
George Wagner
Greater Willow Road Service Area No. 20
Jim Norcross
Lazy Mountain Road Service Area No. 19
Lucy Klebesadel
South Colony Road Service Area No. 16
Diane Marble
Trapper Creek Road Service Area No. 30
Ellen Peltier
Chase Trail Special Service Area No. 124
Ruth Marmor
Circle View and Stamped Estates Flood and Water Erosion Control Special Service Area
No. 131
Linda Smith
Talkeetna Flood Control Special Service Area No. 7
Roberta Sheldon

MOTION: Assemblymember Colver moved to confirm the Mayor's appointments and resignations up for confirmation this evening.

VOTE: The motion passed without objection.

C. OTHER NEW BUSINESS

(The regular meeting recessed at 6:56 p.m. and reconvened at 7 p.m.)

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

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

(There were no persons to be heard.)

B. PUBLIC HEARINGS (Three minutes per person.)

1. Ordinance Serial No. 05-187: AN ORDINANCE ACCEPTING AND APPROPRIATING A \$16,355 GRANT TO FUND 440, PROJECT NO. 15015, FROM

THE ALASKA STATE DEPARTMENT OF NATURAL RESOURCES, DIVISION OF PARKS AND OUTDOOR RECREATION FOR THE EAST-WEST EXPRESS TRAILHEAD PROJECT.

- a. Resolution Serial No. 05-142: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE EAST-WEST EXPRESS TRAILHEAD PROJECT.
 - (1) IM No. 05-271

Mr. Swanson provided a staff report.

Mayor Anderson opened the public hearing.

There being no one present who wished to testify, the public hearing closed and discussion moved to the Assembly.

MOTION: Assemblymember Vehrs moved to adopt Ordinance Serial No. 05-187 and Resolution Serial No. 05-142.

VOTE: The motion passed without objection.

2. Ordinance Serial No. 05-188: AN ORDINANCE ACCEPTING AND APPROPRIATING A \$12,176 GRANT TO FUND 440, PROJECT NO. 15015, FROM THE ALASKA STATE DEPARTMENT OF NATURAL RESOURCES, DIVISION OF PARKS AND OUTDOOR RECREATION FOR THE TALKEETNA LAKES PARK TRAILHEAD CONSTRUCTION PROJECT.
 - a. Resolution Serial No. 05-143: A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE TALKEETNA LAKES PARK TRAILHEAD CONSTRUCTION PROJECT.
 - (1) IM No. 05-272

Mr. Swanson provided a staff report.

Mayor Anderson opened the public hearing.

There being no one present who wished to testify, the public hearing closed and discussion moved to the Assembly.

MOTION: Assemblymember Vehrs moved to adopt Ordinance Serial No. 05-188 and Resolution Serial No. 05-143.

VOTE: The motion passed without objection.

3. Ordinance Serial No. 05-189: AN ORDINANCE ACCEPTING AND APPROPRIATING AN ADDITIONAL \$36,531 TO FUND 440, PROJECT NO. 15032, FROM THE ALASKA STATE DEPARTMENT OF NATURAL RESOURCES, DIVISION OF PARKS AND OUTDOOR RECREATION FOR THE GOLD MINT

TRAIL, INDEPENDENCE MINE-GOLD CORD LAKE TRAIL, AND THE SUMMIT LAKE-APRIL BOWL TRAIL.

- a. Resolution Serial No. 05-144: A RESOLUTION APPROVING THE AMENDED SCOPE OF WORK AND BUDGET FOR THE GOLD MINT TRAIL, INDEPENDENCE MINE-GOLD CORD LAKE TRAIL, AND THE SUMMIT LAKE-APRIL BOWL TRAIL.
 - (1) IM No. 05-275

Mr. Swanson provided a staff report.

Mayor Anderson opened the public hearing.

The following person spoke to needing trash bins on the trails: Ms. Cheryl Turner.

There being no others present who wished to testify, the public hearing closed and discussion moved to the Assembly.

MOTION: Assemblymember Colver moved to adopt Ordinance Serial No. 05-189 and Resolution Serial No. 05-144.

VOTE: The motion passed without objection.

4. Ordinance Serial No. 05-190: AN ORDINANCE AMENDING MSB 3.30.080(A), TO REDUCE THE LICENSE FEE FOR DEALERS OF CIGARETTES AND TOBACCO PRODUCTS FOR 2005.
(Sponsor: Assemblymember Vehrs)
 - a. IM No. 05-276

Ms. Heindel provided a staff report.

Assemblymember Vehrs:

- stated that the reason for the fee reduction is due to the fact that the fee was mandated on the public in the middle of the year; and
- noted that the reduction in the fee is for 2005 only.

Assemblymember Allen:

- queried whether the Borough has ever reduced a fee like this before; and
- queried whether this action would be precedent setting.

Ms. Heindel advised that she is not aware of the Borough reducing fees like this.

Mayor Anderson opened the public hearing.

There being no one present who wished to testify, the public hearing closed and discussion moved to the Assembly.

MOTION: Assemblymember Vehrs moved to adopt Ordinance Serial No. 05-190.

Assemblymember Vehrs:

- stated that this is a fairness issue;
- advised that she has been contacted by vendors throughout the Borough regarding paying a fee half way through the year;
- stated that the vendors did not object to paying the fee; and
- stated that the vendors should be relieved for half the fee for the half of the year that this fee did not exist.

Assemblymember Allen:

- spoke in opposition to the legislation; and
- opined that this could be a precedent setting issue.

Mayor Anderson queried what the refund would be to the vendors.

Ms. Heindel advised that the refund would be \$7,100.

Assemblymember Vehrs:

- stated that she does not believe that this is precedent setting, as the Borough has never imposed a tax like this before;
- reiterated that this is a matter of fairness; and
- requested the Assembly's support.

Assemblymember Bettine:

- spoke regarding the tobacco license fee being in addition to the business license fee;
- spoke in opposition to charging a tobacco license fee; and
- noted that the hotels that collect the bed tax are not charged an additional fee.

Mayor Anderson queried if there is a separate vendor fee to any other businesses.

Ms. Heindel advised that there are no other separate vendor fees that she is aware of.

Mayor Anderson queried the purpose of the license fee.

Ms. Williams:

- advised that this is an additional license to sell tobacco;
- stated that the tax is on the tobacco inventories; and
- noted in order to sell tobacco in the Borough you need to have a separate license.

VOTE: The motion passed with Assemblymember Allen in opposition.

C. AUDIENCE PARTICIPATION (Three minutes per person.)

The following person spoke regarding problems with the capital improvement projects for the Meadow Lakes Fire Service Area: Mr. William Browne, Meadow Lakes Fire Service Area Board of Supervisors.

The following person spoke regarding the problems that the Butte Community Council is having with the Burnt Butte Fire Mitigation Project: Ms. Lucille Frey.

The following person spoke regarding keeping the lines of communication open between the Assembly and the School Board and the Children's Chugiak Services Head Start Pre-School Program: Ms. Cheryl Turner.

D. CONSENT AGENDA (AM Nos. 05-199, 05-211, and 05-213 were pulled from the consent agenda and addressed separately. *See pp. 14-16 of 17*)

1. RESOLUTIONS

a. Resolution Serial No. 05-145: A RESOLUTION AMENDING THE SCOPE OF WORK AND BUDGET FOR THE WILLOW COMMUNITY CENTER RENOVATION AND RENEWAL PROJECT TO INCLUDE WATER SYSTEM UPGRADES, PROJECT NO. 10060.

(1) IM No. 05-277

b. Resolution Serial No. 05-146: A RESOLUTION AUTHORIZING PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM WITH THE ALASKA COMMUNITY DEVELOPMENT CORPORATION, A 501C3 NON-PROFIT CHARITY PROVIDING HOUSING REHABILITATION SERVICES.

(1) IM No. 05-282

2. ASSEMBLY MEMORANDUMS

a. AM No. 05-197: THE VACATION OF A 33-FOOT SECTION LINE EASEMENT LYING WITHIN THE NORTH BOUNDARY OF UNITED STATES GOVERNMENT LOT 4, SECTION 4, TOWNSHIP 17 NORTH, RANGE 1 EAST, SEWARD MERIDIAN, ALASKA, LOCATED IN THE NORTH LAKES COMMUNITY COUNCIL AREA.

c. AM No. 05-200: THE VACATION OF A 50-FOOT WIDE PUBLIC ACCESS AND UTILITY EASEMENT WITHIN CHARLOTTE'S VIEW SUBDIVISION, PLAT NO. 2005-111 ON THE EAST, SOUTH, WEST, AND NORTH SIDE ALONG THE INTERIOR BOUNDARY LOT LINE, LOCATED WITHIN SECTION 33, TOWNSHIP 18 NORTH, RANGE 1 WEST, SEWARD MERIDIAN, ALASKA, LOCATED IN THE TANAINA COMMUNITY COUNCIL AREA WHICH IS INACTIVE.

- d. AM No. 05-210: APPROVING THE 2006 REGULAR ASSEMBLY MEETING SCHEDULE.
- f. AM No. 05-212: THE VACATION OF ANY PUBLIC INTEREST IN THE 15-FOOT BUFFER EASEMENT RUNNING EAST-WEST WITHIN LOTS 7 AND 8 ORTNER SUBDIVISION, LOCATED IN SECTION 36, TOWNSHIP 18 NORTH, RANGE 1 EAST, SEWARD MERIDIAN, ALASKA, LOCATED IN THE GATEWAY COMMUNITY COUNCIL AREA.
- h. AM No. 05-214: AWARD OF BID NO. 06-069 TO NYE FRONTIER FORD, INC. IN THE CONTRACT AMOUNT OF \$39,228 FOR THE PURCHASE OF A UTILITY TRUCK FOR THE EMERGENCY SERVICES DEPARTMENT.

Ms. McGehee read the above legislation into the record.

MOTION: Assemblymember Colver moved to approve the consent agenda as read into the record by the Clerk.

VOTE: The motion passed without objection.

- b. AM No. 05-199: THE VACATION OF A PORTION OF NORTH SHUSHANA DRIVE ADJACENT TO LOT 1A, BLOCK 4, LIL SU AG SUBDIVISION LOCATED WITHIN SECTION 16, TOWNSHIP 18 NORTH, RANGE 1 WEST, SEWARD MERIDIAN, ALASKA, LOCATED IN THE TANAINA COMMUNITY COUNCIL AREA WHICH IS INACTIVE.

MOTION: Assemblymember Colver moved to approve AM No. 05-199.

Assemblymember Colver:

- spoke regarding working with the Planning Department to develop a variance procedure;
- stated that when someone builds to close to a right-of-way, banks will not lend on it until the setback has been resolved; and
- spoke to the need for a rational process to deal with the variances.

Assemblymember Kvalheim:

- advised that she supports the variance; however, the Borough needs to charge for the right-of-way; and
- noted that Borough property is being given away.

Mayor Anderson queried whether there was a cost to the applicants.

Mr. O'Brien:

- advised that the applicants have to pay an application fee; and
- advised that there is not a charge for the actual property.

Mayor Anderson queried whether the property value is determined.

Mr. O'Brien

- advised that it has not been the practice to determine the value of the property; and
- stated that a process would need to be established.

Discussion ensued regarding determining the property value for rights-of-way.

VOTE: The motion passed without objection.

- e. AM No. 05-211: THE VACATION OF A PORTION OF A 60-FOOT RIGHT-OF-WAY KNOWN AS SOUTH RUE DE LA PAIX LOOP ADJACENT TO MONTCLAIRE PHASE II, LOT 4, BLOCK 8, LOCATED IN SECTION 23, TOWNSHIP 17 NORTH, RANGE 2 WEST, SEWARD MERIDIAN, ALASKA, LOCATED IN THE KNIK-FAIRVIEW COMMUNITY COUNCIL AREA.

MOTION: Assemblymember Colver moved to approve AM No. 05-211.

VOTE: The motion passed without objection.

- g. AM No. 05-213: AUTHORIZATION TO ENTER INTO AGREEMENTS WITH ACUMEN INFORMATION SERVICES FOR A YEARLY AMOUNT NOT TO EXCEED \$35,000 FOR RECORDS MANAGEMENT SERVICES TO VARIOUS BOROUGH DEPARTMENTS AND DIVISIONS.

MOTION: Assemblymember Vehrs moved to approve AM No. 05-213.

Assemblymember Vehrs advised that there is a typo on the agenda and the amount of the contract should reflect \$45,000 as it states on the legislation. *[This item was corrected accordingly.]*

Assemblymember Colver queried how many people work in the records management division.

Ms. McGehee advised that there are two permanent employees, one contract worker, and at the moment one temporary employee.

Mr. Colver queried the need for a contractor, as there are two employees in the records management division.

Ms. McGehee:

- advised that the contract with Acumen is continuing the inventory and purging process of the Borough records;
- advised that the funds were approved during the budget process;
- spoke to the duties of the records management staff; and
- noted that AM No. 05-213 continues the work of the contractor that has been ongoing for sometime.

Assemblymember Colver queried the total value.

Ms. McGehee advised that there was \$25,000 appropriated for this project and another \$20,000 that was appropriated through the Public Works Department.

Mr. Colver:

- spoke regarding trying to find out where the funding source came from on the Susitna Valley Junior/Senior High School;
- stated that any paperwork that is tied to a bond election needs to be kept in case there is a problem and the paperwork needs to be reviewed; and
- spoke regarding bringing forward legislation to keep paperwork tied to bond elections.

Assemblymember Allen:

- stated that there is a retention schedule in State Statute; and
- queried whether the Borough is in compliance with the statute.

Assemblymember Colver:

- stated that the Borough has a more aggressive records management process;
- spoke to the need to go over the records management policy; and
- spoke to the need to have the bond records available just in case there is a problem.

VOTE: The motion passed without objection.

XI. RECONSIDERATION

(There were no reconsiderations presented.)

XII. VETO

(There were no vetoes presented.)

XIII. EXECUTIVE SESSION

(There was no executive session held.)

XIV. MAYOR AND ASSEMBLY COMMENTS

Assemblymember Allen stated that he was glad of the Borough's attendance at the Alaska Municipal League Conference.

Assemblymember Kvalheim spoke regarding receiving a tax notice from her father's property in Missouri.

Assemblymember Vehrs spoke regarding a tax notice that she received from New Mexico.

Mayor Anderson:

- advised that he will not be in attendance at the Joint Assembly/Municipality of Anchorage meeting on November 29, 2005;
- spoke regarding the presence that the Borough had at the Alaska Municipal League Conference;
- advised that there has been a press release regarding the Tri-Boroughs' Commission; and
- advised that the Tri-Boroughs' Commission will meet three times a year in each community to discuss regional issues.

XV. ADJOURNMENT

The regular meeting adjourned at 7:57 p.m.

/S/

TIMOTHY L. ANDERSON, Borough Mayor

ATTEST:

/S/

MICHELLE M. MCGEHEE, CMC, Borough Clerk

Minutes approved: 12/06/05