

# MATANUSKA-SUSITNA BOROUGH

350 East Dahlia Avenue, Palmer, Alaska 99645 - 907-861-8683

## BOROUGH MAYOR

Edna DeVries

## BOROUGH CLERK

Lonnie R. McKechnie, CMC

## BOROUGH MANAGER

Michael Brown

## BOROUGH ATTORNEY

Nicholas Spiropoulos



## BOROUGH ASSEMBLY

Tim Hale, District 1  
Stephanie Nowers, District 2  
Dee McKee, District 3  
Maxwell Sumner, District 4  
Bill Gamble, District 5  
Dmitri Fonov, District 6  
Ron Bernier, District 7

## ASSEMBLY AGENDA

### ASSEMBLY CHAMBERS

350 EAST DAHLIA AVENUE, PALMER

ASSEMBLY REGULAR MEETING

6:00 PM

TUESDAY, NOVEMBER 18, 2025

## WAYS TO PARTICIPATE IN THE ASSEMBLY MEETING IF YOU CANNOT ATTEND IN PERSON:

### IN WRITING:

\* You can submit written comments to [leg.com@matsugov.us](mailto:leg.com@matsugov.us)

### TELEPHONIC TESTIMONY:

- \* Dial 1-855-225-2326
- \* You will hear "Joining conference" when you are admitted to the meeting.
- \* You will be automatically muted and able to listen to the meeting.
- \* When the Mayor announces audience participation or a public hearing you would like to speak to, press \*3; you will hear "Your hand has been raised."
- \* When it is your turn to testify you will hear "Your line has been unmuted."
- \* State your name for the record, spell your last name, and provide your testimony.

### OBSERVE: observe the meeting via the live stream video at:

- \* <https://matanuska.legistar.com/Calendar.aspx>
- \* <https://www.facebook.com/MatSuBorough>
- \* Matanuska-Susitna Borough - YouTube

## I. CALL TO ORDER

## II. ROLL CALL

## III. APPROVAL OF AGENDA

#### **IV. PLEDGE OF ALLEGIANCE**

#### **V. MINUTES OF PRECEDING MEETINGS**

- [25-133](#)      A. Assembly Regular Meeting Minutes: 08/19/25  
B. Assembly Regular Meeting Minutes: 09/02/25  
C. Assembly Regular Meeting Minutes: 09/16/25  
D. Assembly Regular Meeting Minutes: 10/07/25  
E. Joint Assembly/Planning Commission Meeting Minutes: 10/14/25

**Attachments:** [11/18/25 - Minutes for Packet](#)

#### **VI. REPORTS/CORRESPONDENCE**

##### **A. AGENCY REPORTS (MSB 2.12.082; Seven minutes per person)**

- 1. Reports From Cities**
- 2. Matanuska-Susitna Borough School District**
- 3. State of Alaska**

##### **B. COMMITTEE REPORTS**

- 1. Joint Assembly/School Board Committees**
- 2. Assembly Public Relations**
  - a. Recognition of the State's Pretrial Diversion Program**

##### **C. MANAGER COMMENTS**

- 1. State/Federal Legislation**
- 2. Strategic Planning Issues**
- 3. Solid Waste Division Project Updates**

[25-174](#)      Solid Waste Projects Presentation

**Attachments:** [11/18/25 - Project Handout](#)

##### **D. ATTORNEY COMMENTS**

## **E. CLERK COMMENTS**

## **F. CITIZEN AND OTHER CORRESPONDENCE**

### [25-170](#)

1. Agriculture Advisory Board: 09/17/25
2. Big Lake Community Council: 08/12/25, 09/09/25
3. Big Lake RSA Board of Supervisors: 08/11/25
4. Caswell RSA Board of Supervisors: Resolution No. 25-01
5. Central Mat-Su FSA Board of Supervisors: 08/11/25
6. Enhanced 911 Advisory Board: 08/12/25
7. Greater Oilwell Road Area Community Council: 05/29/25, 08/16/25
8. Greater Talkeetna RSA Board of Supervisors: 08/14/25
9. Library Board: 09/09/25
10. Local Road Service Area Advisory Board: 09/18/25, Resolution No. 25-03
11. Meadow Lakes Community Council: 04/09/25, 05/14/25, 06/11/25, 07/09/25, 08/13/25, 09/10/25
12. Meadow Lakes RSA Board of Supervisors: 08/04/25
13. Midway RSA Board of Supervisors: 07/09/25, Resolution No. 25-01
14. Parks, Recreation, and Trails Advisory Board: 06/23/25, Resolution No. 25-01
15. Planning Commission: 10/06/25, 10/20/25, Resolution No. 25-19
16. Platting Board: 10/02/25
17. South Lakes Community Council: 10/06/25
18. Talkeetna Community Council: 09/02/25, 10/06/25
19. Tanaina Community Council: 10/28/25
20. Transportation Advisory Board: 02/14/25, 04/25/25
21. West Lakes FSA Board of Supervisors: 09/08/25

**Attachments:** [11/18/25 - Citizen and Other Correspondence](#)

## **G. INFORMATIONAL MEMORANDUMS**

### [IM 25-173](#)

Reporting Conclusion Of Contract No. 25-046C With Northern Asphalt Construction, Inc. For A Total Contract Amount Of \$502,181.20 For The Welch Way Emergency Repair Project.

**Attachments:** [IM 25-173](#)

[IM 25-239](#) Notifying The Assembly Of The Submission Of A Grant Application In The Amount Of \$51,580 To The American Society For The Prevention Of Cruelty To Animals To Assist The Shelter In Expanding Access To Preventative Veterinary Services In Underserved Borough Communities.

**Attachments:** [IM 25-239](#)

[IM 25-241](#) Informing The Assembly Of The Manager's Signature On, And Electronic Submittal Of A Department Of Emergency Services Grant Application For The Leary Firefighters Foundation Jeremiah Lucey Grant Program Requesting The Purchase And Delivery Of Two Compact Methane Gas Leak Detectors.

**Attachments:** [IM 25-241](#)

## VII. SPECIAL ORDERS

**A. AUDIENCE PARTICIPATION (You can speak under one of the audience participations on the agenda, but not both; Three Minutes Per Person.)**

**B. PUBLIC HEARINGS (Three Minutes Per Person.)**

[OR 25-066](#) An Ordinance Amending MSB 17.23, Port Mackenzie Special Use District, Repealing The Port Development Permit And Associated Standards.

**Sponsors:** Gamble

**Attachments:** [OR 25-066](#)  
[IM 25-118](#)

[OR 25-089](#) An Ordinance Amending MSB 17.17, Denali State Park Special Land Use District, By Eliminating A Provision That Allows The Special Use District Boundary To Change Automatically When The Boundary Of Denali State Park Changes.

**Attachments:** [OR 25-089](#)  
[IM 25-168](#)

[OR 25-090](#) An Ordinance Adopting MSB 17.77, Large Lot District.

**Sponsors:** Hale

**Attachments:** [OR 25-090](#)  
[IM 25-169](#)

[OR 25-117](#) An Ordinance Reappropriating \$12,000 From The Scissor Lift And Trailer Project To American Disabilities Act Door Modification Project At The Dorothy Swanda Jones Building.  
RS 25-102: A Resolution Establishing The Scope Of Work And Budget For American Disabilities Act Door Modification Project.

**Attachments:** [OR 25-117](#)  
[RS 25-102](#)  
[IM 25-228](#)

[OR 25-118](#) An Ordinance Approving A Reappropriation Of The Station 5-2 Replacement Land Project And The Station 5-2 Land Purchase And Preparation Project, To A Project To Construct A New Central Mat-Su Fire Service Area Combined Station 5-2 And 6-5; And Extending The Time Limit For Completion On All Station 5-2 And 6-5 Construction Projects To June 30, 2030.  
RS 25-109: A Resolution Amending The Scope Of Work And Budget For A Project To Construct A Combined Station 5-2 And 6-5 For The Central Mat-Su Fire Service Area.

**Attachments:** [OR 25-118](#)  
[RS 25-109](#)  
[IM 25-229](#)

[OR 25-119](#) An Ordinance Accepting And Appropriating \$331,569 In Fiscal Year 2026 Community Assistance Program Funding  
RS 25-103: A Resolution Approving The Scope Of Work And Budget For The Community Assistance Program And Authorizing The Manager To Enter Into Agreements With 21 Unincorporated Communities Within The Borough.

**Attachments:** [OR 25-119](#)  
[RS 25-103](#)  
[IM 25-230](#)

[OR 25-120](#) An Ordinance Amending MSB 25.05.120(A), Informational Brochures For Elections.

**Sponsors:** Hale

**Attachments:** [OR 25-120](#)  
[IM 25-238](#)

[OR 25-121](#) An Ordinance Accepting And Appropriating \$709,340 From The United States Department Of Homeland Security, Federal Emergency Management Agency, Port Security Grant Program; And Extending Date Of Completion For Match Funding For The Port Enhanced Security Improvements Project.  
RS 25-106: A Resolution Amending The Scopes Of Work And Budgets For Port Grant Match, Fiscal Year 2021; And Pickup 4x4 Crew Cab, Port Fiscal Year 2025; Approving The Scope Of Work And Budget; And Authorizing The Manager To Enter Into An Agreement For The Port Enhanced Security Improvements Project.

**Attachments:** [OR 25-121](#)  
[RS 25-106](#)  
[IM 25-234](#)

**C. AUDIENCE PARTICIPATION (You can speak under one of the audience participations on the agenda, but not both; Three Minutes Per Person.)**

**D. CONSENT AGENDA**

**1. RESOLUTIONS**

[RS 25-111](#) A Resolution Establishing Dates For Payment, Delinquency, Protest, And Appeal Of 2026 Regular Assessment And Tax Rolls And For The Commencement Of Hearings Before The Board Of Equalization.

**Attachments:** [RS 25-111](#)  
[IM 25-245](#)

[RS 25-112](#) A Resolution Approving A Letter Of Agreement With The Matanuska-Susitna Borough Employee Association To Amend Article 45, Section A, Of The 2025-2027 Labor Agreement By Establishing An Opt-Out Provision For Employees With Alternative Health Coverage; And Authorizing The Manager To Sign And Execute The Letter Of Agreement.

**Attachments:** [RS 25-112](#)  
[IM 25-246](#)

[RS 25-116](#) A Resolution Establishing Rates And Fees For Exclusive Use Land Permits Under MSB 23.10.100, Permits, For Inclusion In The Fiscal Year 2026 Schedule Of Rates And Fees.

**Attachments:** [RS 25-116](#)  
[IM 25-256](#)

## 2. ACTION MEMORANDUMS

[AM 25-134](#) Acceptance Of Late Filed And Retroactive Senior Citizen And Disabled Veteran Exemption Applications For The Period Of September And October 2025.

**Attachments:** [AM 25-134](#)

[AM 25-135](#) Award Of Bid No. 26-083B To Hughes Fire Equipment In The Contract Amount Of \$790,558 To Purchase A Wildland/Urban-Interface Fire Apparatus for Central Mat-Su Fire Department.

**Attachments:** [AM 25-135](#)

[AM 25-137](#) Award Of Proposal No. 26-016P To Lounsbury & Associates, Inc. In The Contract Amount Of \$497,266 To Design The Reconstruction Of King Arthur Drive.

**Attachments:** [AM 25-137](#)

[AM 25-138](#) Award Of Proposal No. 26-043P To RESPEC Company, LLC. In The Contract Amount Of \$494,921 To Design A New Household Hazardous Waste Facility.

**Attachments:** [AM 25-138](#)

[AM 25-139](#) Award Of Solicitation No. 26-059P To PND Engineers In The Contract Amount Of \$182,209 To Design Fish Passage Improvements For Charley Drive At Anderson Lake

**Attachments:** [AM 25-139](#)

[AM 25-140](#) Approval Of Change Order No. 2 For Contract No. 22-055P With Stantec Consulting Services, Inc. To Add \$40,000 For The Seldon Extension Phase II Right-Of-Way Acquisition Map Completion; And To Extend The Contract To June 30, 2026.

**Attachments:** [AM 25-140](#)

## VIII. UNFINISHED BUSINESS

## IX. VETO

## X. NEW BUSINESS

### A. INTRODUCTIONS (For Public Hearing 12/02/25, Assembly Chambers)

[RS 25-096](#) A Resolution Adopting The Fiscal Year 2027 Capital Improvement Program.

**Attachments:** [RS 25-096](#)  
[IM 25-216](#)

[OR 25-124](#) An Ordinance Amending Title 23 Real Property.  
RS 25-108: A Resolution Amending The Land And Resource Management Division Policy And Procedures Manual.

**Attachments:** [OR 25-124](#)  
[RS 25-108](#)  
[IM 25-240](#)

[OR 25-125](#) An Ordinance Accepting And Appropriating \$42,461.40 From The Alaska State Department Of Education And Early Development For Internet Cost Assistance.  
RS 25-110: A Resolution Approving The Scope Of Work For The Online With Libraries Internet Cost Assistance Grant Program.

**Attachments:** [OR 25-125](#)  
[RS 25-110](#)  
[IM 25-242](#)

[OR 25-130](#) An Ordinance Reappropriating \$1,000,000 From The Major Repair And Renovation Reserve To The Iditarod Elementary School Cladding Repair Project.  
RS 25-115: A Resolution Approving The Scope Of Work And Budget For The School Cladding Repair Project.

**Attachments:** [OR 25-130](#)  
[RS 25-115](#)  
[IM 25-251](#)

## **B. MAYORAL NOMINATIONS AND APPOINTMENTS**

### **1. VACANCY REPORT**

[25-171](#) Mayoral Requests for Confirmation

**Attachments:** [11/18/25 - Vacancy Report](#)

## **C. OTHER NEW BUSINESS**

## **D. REFERRALS (For Referral To The Planning Commission For 90 Days Or Other Date Specified By The Assembly)**

[OR 25-126](#) An Ordinance Amending MSB 8.55, Special Events, To Repeal The Surety Bond Requirement Standards.

**Sponsors:** Fonov

**Attachments:** [OR 25-126](#)  
[IM 25-243](#)

[OR 25-127](#) An Ordinance Amending MSB 17.67, Tall Structures Including Telecommunication Facilities, Wind Energy Conversion Systems, And Other Tall Structures; To Reduce The Minimum Setback Requirements For New Telecommunications Towers.

**Sponsors:** Fonov

**Attachments:** [OR 25-127](#)  
[IM 25-244](#)

[OR 25-128](#) An Ordinance Amending MSB 15.24 Assembly; Zoning Functions To Update The Process Of Initiating And Amending Lake Management Plans.  
RS 25-113: A Resolution Establishing A Fee For Processing Requests For Lake Management Plans Under MSB 15.24 Assembly; Zoning Functions.

**Sponsors:** Sumner

**Attachments:** [OR 25-128](#)  
[RS 25-113](#)  
[IM 25-247](#)

[OR 25-129](#) An Ordinance Repealing The Waterbody Setback Standards And Adopting New Waterbody Setback Standards.

**Sponsors:** Sumner

**Attachments:** [OR 25-129](#)  
[IM 25-249](#)

## **XI. RECONSIDERATION**

## **XII. MAYOR, ASSEMBLY, AND STAFF COMMENTS**

## **XIII. EXECUTIVE SESSION**

## **XIV. ADJOURNMENT**

**Disabled Persons Needing Reasonable Accommodation In Order To Participate At An Assembly Meeting Should Contact The  
Borough ADA Coordinator At (907) 861-8432 At Least One Week In Advance Of The Meeting.**