

MATANUSKA-SUSITNA BOROUGH

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

BOROUGH MAYOR

Vern Halter

BOROUGH CLERK

Lonnie R. McKechnie, CMC

BOROUGH MANAGER

Michael Brown

BOROUGH ATTORNEY

Nicholas Spiropoulos



BOROUGH ASSEMBLY

Tim Hale, District 1
Stephanie Nowers, District 2
George McKee, District 3
Robert Yundt, District 4
Mokie Tew, District 5
Jesse Sumner, District 6
Tam Boeve, District 7

ASSEMBLY AGENDA

ASSEMBLY CHAMBERS

350 EAST DAHLIA AVENUE, PALMER

ASSEMBLY REGULAR MEETING

6:00 PM

TUESDAY, APRIL 6, 2021

20-073

Ways you can participate in the Assembly meeting:

IN PERSON:

- Should you wish to attend in person, please adhere to a 6-foot distance between yourself and others.
- As of November 4, 2020, masks are currently required to be worn over your nose and mouth while you are indoors in any Borough facility, unless you have a medical or mental health condition making wearing a face covering contrary to your health and safety.

IN WRITING: You can submit written comments to 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.

Those who wish to observe the meeting may do so in one of the following ways:

- Live stream audio at Radiofreepalmer.org; or
- Live stream video at Matanuska.Legistar.Com/Calendar.

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA

IV. PLEDGE OF ALLEGIANCE

V. MINUTES OF PRECEDING MEETINGS

- [21-083](#) A. Regular Assembly Meeting Minutes: 02/16/21
 B. Planning Session Meeting Minutes: 02/20/21
 C. Regular Assembly Meeting Minutes: 03/02/21
 D. Joint Assembly/Planning Commission Meeting Minutes: 03/09/21

Attachments: [021621 - SIGNED - Regular Assembly Meeting Minutes](#)
[022021 - SIGNED - Special Assembly Meeting Minutes](#)
[030221 - SIGNED - Regular Assembly Meeting Minutes](#)
[030921 - SIGNED - Joint Assembly.Planning Commission Meeti](#)

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**
- 4. Borough Library Board**

[21-103](#) Library Board Annual Update

Attachments: [04/06/21 - Presentation](#)

B. COMMITTEE REPORTS

- 1. Joint Assembly/School Board Committee On School Issues**
- 2. Assembly Public Relations**

C. MANAGER COMMENTS

1. State/Federal Legislation

2. Strategic Planning Issues

D. ATTORNEY COMMENTS

[21-107](#) Attorney Comments Power Point Presentation

Attachments: [04/06/21 - Power Point](#)

E. CLERK COMMENTS

F. CITIZEN AND OTHER CORRESPONDENCE

- [21-079](#)
1. Agriculture Advisory Board: 10/21/20
 2. Big Lake Community Council: 01/12/21, 02/09/21
 3. Board of Adjustment and Appeals: 12/28/20, BOAA 21-01 Final Decision, 03/08/21, BOAA 21-02 Final Decision
 4. Butte Community Council: 03/10/21
 5. Local Road Service Area Advisory Board: 02/11/21
 6. Louise/Susitna/Tyone Community Association: 01/09/21
 7. MSB Fish and Wildlife Commission: 02/18/21
 8. Susitna Community Council: 02/05/21
 9. Talkeetna Community Council: 02/01/21
 10. Trapper Creek Community Council: 02/18/21
 11. West Lakes FSA Board of Supervisors: 02/08/21

Attachments: [04/06/21 - Citizen and Other Correspondence](#)

G. INFORMATIONAL MEMORANDUMS

[IM 21-056](#) Reporting Of Conclusion Of Contract For Bid No. 21-039B To Jim Psenek Construction LLC. For Project No. 75004, Talkeetna Dike Repair.

Attachments: [2021-IM-056](#)

VII. SPECIAL ORDERS

A. PERSONS TO BE HEARD (MSB 2.12.081; Three Minutes Per Person.)

(Requires 11 Days Advance Notice And Must Otherwise Be In Compliance With The Necessary Code Requirements. If No Advance Notice Is Given, Persons Wishing To Speak May Do So Under The Audience Participation Section Of The Agenda.)

B. PUBLIC HEARINGS (Three Minutes Per Person.)

[OR 21-013](#) An Ordinance Amending MSB 17.73.095, Domestic Wastewater System Plan Review.

Attachments: [2021-OR-013](#)
[2021-IM-020](#)

[OR 21-022](#) An Ordinance Reappropriating \$150,000 From The Fiscal Year 2021 Information Technology Department Operating Budget Fund 100, To The Human Resources Information System Project No. 20316-4204, Fund 480, For The Procurement Of A New Human Resources Information Management System.
RS 21-021: A Resolution Approving The Scope Of Work And Budget For The Human Resources Information Management System Project No. 20316-4204.

Attachments: [2021-OR-022](#)
[2021-RS-021](#)
[2021-IM-049](#)

[OR 21-023](#) An Ordinance Amending MSB 18.04.035 (A), Port Commission Membership.

Attachments: [2021-OR-023](#)
[2021-IM-050](#)

[OR 21-026](#) An Ordinance Approving A Sale To Adjacent Property Owners Of Substandard Tax Foreclosed Properties That Have Been Held By The Borough For Over 10 Years In Which Repurchase Rights Of Former Record Owners Have Been Extinguished (MSB007706).

Attachments: [2021-OR-026](#)
[2021-IM-053](#)

C. AUDIENCE PARTICIPATION (Three Minutes Per Person.)

D. CONSENT AGENDA

1. RESOLUTIONS

- [RS 21-028](#) A Resolution Approving The Amendment Of The Farm Conservation Plan Located Within Lots 1, 2, 3, And 4, And The South One-Half Of The North One-Half, Section 4, Township 18 North, Range 1 East, Seward Meridian (MSB000471).
- Attachments:** [2021-RS-028](#)
[2021-IM-060](#)
- [RS 21-031](#) A Resolution Approving The Timeline Extension For Project No. 47520, Planning; Subproject No. 4200-4204, Borough-Wide Comprehensive Plan; Project No. 47514, Subproject No. 1800-1801; For Stormwater Management Projects; And Project No. 20396 Community Transit, Subproject No. 1800-1802; Matching Funds For Sunshine Transit's New Facility, To June 30, 2024.
- Attachments:** [2021-RS-031](#)
[2021-IM-064](#)
- [RS 21-032](#) A Resolution Approving Certain Unincorporated Communities For Participation In The Fiscal Year 2022 Community Assistance Program.
- Attachments:** [2021-RS-032](#)
[2021-IM-065](#)
- [RS 21-034](#) A Resolution Supporting The Alaska State Department Of Transportation And Public Facilities' Willow Airport Rehabilitation Project.
- Sponsors:** Boeve
- Attachments:** [2021-RS-034](#)
[2021-IM-067](#)

2. ACTION MEMORANDUMS

- [AM 21-017](#) Request Approval Of A Change Order To Contract No. 21-087P With HDL Engineering Consultants LLC. In The Contract Amount Of \$60,622 For Additional Construction Phase Services For The Talkeetna Sewer System Upgrade Project; And Approval To Extend Contract Completion To July 31, 2021.
- Attachments:** [2021-AM-017](#)

[AM 21-023](#) Award Of Proposal No. 21-124P To Lounsbury And Associates, LLC. In The Contract Amount Of \$143,466 To Design Point Mackenzie Area Earthquake Repairs.

Attachments: [2021-AM-023](#)

[AM 21-025](#) Award Of Bid No. 21-143B To Mechanical Specialists, Inc. In The Contract Amount Of \$126,718 For Heating, Ventilation, And Air Conditioning Upgrades To Public Safety Building 6-5.

Attachments: [2021-AM-025](#)

[AM 21-026](#) Award Of Bid No. 21-144B To CONTECH Engineered Solutions, LLC. In The Contract Amount Of \$183,658 For O'Brien Creek Fish Passage Culverts.

Attachments: [2021-AM-026](#)

[AM 21-027](#) Award Of Bid No. 21-135B To Bauer Construction, Inc. In The Contract Amount Of \$129,999 For Earthquake Damage Repairs to Fire Stations 8-1, 7-3, 7-2, 1-1, And 2-1; And Emergency Medical Services Stations 7-9 And 3-9.

Attachments: [2021-AM-027](#)

[AM 21-028](#) Award Of Bid No. 21-145B To Western Construction And Equipment, LLC. In The Contract Amount Of \$346,658 For Denelle Street And Sapphire Road Improvements.

Attachments: [2021-AM-028](#)

[AM 21-029](#) Authorize The Addition Of \$99,000 To Contract No. 21-048C With Resource Data, Inc.; And Extending Contract Nos. 21-048C And Alaska IT Group Contract No. 21-047C For The Period Of July 1, 2021, Through December 31, 2021, For The Continuation Of The Govern To OpenForms Upgrade Project.

Attachments: [2021-AM-029](#)

VIII. UNFINISHED BUSINESS

IX. VETO

X. NEW BUSINESS

A. INTRODUCTIONS (For Public Hearing 04/20/21, Assembly Chambers)

[OR 21-024](#) An Ordinance Accepting And Appropriating \$4,434.48 In Interest Income To Fund 475, Project No. 47532, Federal Cares Relief Act (COVID-19).

RS 21-023: A Resolution Approving The Scope Of Work And Budget For Interest Income Generated From The Federal Cares Relief Act (COVID-19), Fund 475, Project No. 47532

Attachments: [OR 21-024](#)

[RS 21-023](#)

[IM 21-052](#)

[OR 21-030](#) An Ordinance Reappropriating \$137,000 From The Fiscal Year 2021 Information Technology Department Operating Budget Fund 100, To The Govern Project No. 20316, Fund 480, For The Completion Of The Govern System Upgrade To Openforms 6.1.

RS 21-026: A Resolution Approving The Scope Of Work And Budget For The Govern System Upgrade To Openforms 6.1 Project No. 20316-4205.

Attachments: [OR 21-030](#)

[RS 21-026](#)

[IM 21-058](#)

[OR 21-031](#) An Ordinance Accepting And Appropriating \$28,042.17 From The Alaska State Division Of Forestry Volunteer Fire Assistance Grant Program; And Appropriating \$2,804.23 In Matching Funds To Project Nos. 20144, 20151, 20150, 20145, 20255, And 20146, Fund 405, For Firefighter And Firefighting Equipment, Supplies, And Clothing.

RS 21-027: A Resolution Approving The Scopes Of Work And Budgets For The Alaska State Division Of Forestry Volunteer Fire Assistance Grants And Matching Funds For The Fire Service Areas Of Butte, Project No. 20144; West Lakes, Project No. 20151; Caswell, Project No. 20150; Talkeenta, Project No. 20145; Sutton, Project No. 20255; And Willow, Project No. 20146; Fund 405.

Attachments: [OR 21-031](#)

[RS 21-027](#)

[IM 21-059](#)

[OR 21-032](#) An Ordinance Reappropriating \$22,797 From Fund 475, Project No. 20398, Human Services Community Matching Grant Fiscal Year 2021 To Fund 480, Project No. 45002, Census.
RS 21-025: A Resolution Amending The Scope Of Work And Budgets For Project No. 20398 Human Services Community Matching Grant Fiscal Year 2021; Project No. 47520-4200-4205 Zoning Code Update; And Project No. 45002 Census; And Extending Time Of Completion On Funding To June 30, 2025.

Attachments: [OR 21-032](#)
[RS 21-025](#)
[IM 21-057](#)

[OR 21-033](#) An Ordinance Accepting And Appropriating \$100,000 From The Alaska State Department Of Transportation And Public Facilities To Fund 480 Project 47038 Regional Transportation Organization For The Performance Of Premetropolitan Planning Organization Planning Efforts.
RS 21-029: A Resolution Approving The Amendment Of Addendum A & B, The Scope Of Work, Budget, And Schedule To Continue The Premetropolitan Planning Organization Planning Activities.

Attachments: [OR 21-033](#)
[RS 21-029](#)
[IM 21-061](#)

[OR 21-034](#) An Ordinance Approving A Reappropriation Of \$120,000 From The Fiscal Year 2021 Planning Services Division Operating Budget 100-130-130, To Fund 440, Project No. 20203; Fund 480, Project No. 47021; And Fund 480, Project No. 47052.
RS 21-030: A Resolution Approving The Scope Of Work And Budget For The Historic Preservation Plan Phase II, Project No. 20203; Board Of Fisheries Proposal, Project No. 47021; And Air Quality Public Outreach, Education, And Incentives, Project No. 47052.

Attachments: [OR 21-034](#)
[RS 21-030](#)
[IM 21-062](#)

[OR 21-035](#) An Ordinance Adopting MSB 2.85.015, Trailhead Parking Regulations, To Establish A Provision For The Regulation Of The Payment Of Fees At Trailheads Within The Borough And Providing For Penalties For Failure To Pay Parking Fees.
OR 21-036: An Ordinance Amending MSB 1.45.100, Schedule Of Fines For Infractions; Adding Fines For New Code Infractions.

Attachments: [OR 21-035](#)
[OR 21-036](#)
[IM 21-063](#)

[OR 21-037](#) An Ordinance Accepting And Appropriating 2017 Series A Parks And Recreation Bond Interest Income, Fund 440, Project No. 15053 Roof Replacement - Brett Memorial And Wasilla Pool.
RS 21-035: A Resolution Approving The Scope Of Work And Budget For Project No. 15053 Roof Replacement - Brett Memorial And Wasilla Pool; And Amending The Budget For Project No. 15041 Palmer And Wasilla Pool Improvements.

Attachments: [OR 21-037](#)
[RS 21-035](#)
[IM 21-068](#)

[OR 21-038](#) An Ordinance Accepting And Appropriating \$500,000 In Property Insurance Proceeds From XL America; And Appropriating \$947,893 From The Unassigned Areawide Fund Balance To Fund 445, Project No. 55025 For Reimbursement Of Emergency Expenditures Related To The 2018 Cyber Attack.
RS 21-036: A Resolution Approving The Scope Of Work And Budget To Reimburse Emergency Expenses To Remediate Systems Damaged By The 2018 Cyber Attack.

Attachments: [OR 21-038](#)
[RS 21-036](#)
[IM 21-069](#)

[OR 21-039](#) An Ordinance Approving The Termination Of Leases And Release Between The Matanuska-Susitna Borough And NPI.

Attachments: [OR 21-039](#)
[IM 21-070](#)

B. MAYORAL NOMINATIONS AND APPOINTMENTS

1. VACANCY REPORT

Attachments: [04/06/21 - Vacancy Report](#)

C. OTHER NEW BUSINESS

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

XI. RECONSIDERATION

XII. MAYOR, ASSEMBLY, AND STAFF COMMENTS

XIII. EXECUTIVE SESSION (For Matters, Which The Immediate Public Knowledge Of Which Would Clearly Have An Adverse Effect Upon The Finances Of The Borough; And Matters Which By Law, Municipal Charter, Or Ordinance Are Required To Be Kept Confidential; And To Discuss Matters Involving Consideration Of Borough Records That By Law Are Not Subject To Public Disclosure; And Discussion Of Matters Subject To The Attorney/Client Privilege.)

A. Union Contract Negotiations

XIV. ADJOURNMENT

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