

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, JULY 20, 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 much as possible.

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.
- Live stream through Facebook at www.facebook.com/MatSuBorough

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA

IV. PLEDGE OF ALLEGIANCE

V. MINUTES OF PRECEDING MEETINGS

[21-151](#)

A. Special Meeting Minutes: 06/15/21

B. Regular Meeting Minutes: 06/15/21

C. Special Meeting Minutes: 06/22/21

Attachments: [061521 - SIGNED - Assembly Special Meeting Minutes](#)
[061521 - SIGNED - Assembly Regular Meeting Minutes](#)
[062221 - SIGNED - Assembly Special Meeting Minutes](#)

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 Committee On School Issues

2. Assembly Public Relations

C. MANAGER COMMENTS

1. State/Federal Legislation

2. Strategic Planning Issues

3. Ecommerce Update

[21-160](#)

E Commerce Presentation

Attachments: [07/20/21 - Briefing Ecommerce PPT](#)

D. ATTORNEY COMMENTS

E. CLERK COMMENTS

F. CITIZEN AND OTHER CORRESPONDENCE

[21-154](#)

1. Big Lake RSA Board of Supervisors: 04/10/21
2. Chickaloon Community Council: 04/14/21
3. Enhanced 911 Advisory Board: 04/13/21
4. Greater Talkeenta RSA Board of Supervisors: 05/13/21, 06/10/21
5. Knik-Fairview Community Council: 05/19/21, Resolution No. 21-02, Resolution No. 21-03
6. Local Road Service Area Advisory Board: 05/20/21
7. Meadow Lakes Community Council: 04/14/21, 05/12/21
8. Planning Commission: 05/17/21, 06/07/21, Resolution Nos. 21-11, 21-12, 21-13
9. Platting Board: 04/15/21
10. Susitna Community Council: 04/01/21
11. Sutton Community Council: 04/28/21
12. Tanaina Community Council: 06/08/21, 06/22/21
13. Trapper Creek Community Council: 05/20/21
14. West Lakes FSA Board of Supervisors: 03/08/21, 04/12/21

Attachments: [07/20/21 - Citizen and Other Correspondence](#)

G. INFORMATIONAL MEMORANDUMS

[IM 21-126](#)

Informing The Assembly Of Grant Amendments From The Department Of Military And Veterans' Affairs For The 2018 Cook Inlet Earthquake That Are To Be Presented To The Borough Manager For Signature.

Attachments: [2021-IM-126](#)

[IM 21-127](#)

Reporting The Conclusion Of Contract Bid No. 21-077B With JGH Plumbing & Heating, Inc. For The Wasilla Pool Shower Improvements For The Final Contract Amount Of \$488,313.03.

Attachments: [2021-IM-127](#)

[IM 21-133](#) Informing The Assembly Of The Manager Entering Into An All Cash Purchase Agreement With A Lessee To Purchase By Application The Alaska Division Of Lands, Lease Nos. 56717, 56714 And 56718, The Fee Simple Estate Of Borough-Owned Land.

Attachments: [2021-IM-133](#)

[IM 21-138](#) Informing The Assembly Of The Managers Signature On, And The Submittal Of, The Annual Grant Application To The Alaska Division Of Homeland Security And Emergency Management For A Federal Fiscal Year 2021 Emergency Management Performance Grant Requesting \$341,020 In Funding.

Attachments: [2021-IM-138](#)

[IM 21-142](#) Advising The Assembly Of A Correction To Ordinance Serial No. 16-135 Due To A Transposed Number In A Parcel Description.

Attachments: [2021-IM-142](#)

[IM 21-146](#) Informing The Assembly Of A Memorandum Of Agreement Between The Alaska State Department Of Transportation And Public Facilities And The Borough That Will Be Presented To The Manager For Signature For Community Transportation Program Funding That Will Provide A Match To The Borough's 2018 Transportation System Bond Package.

Attachments: [2021-IM-146](#)

[IM 21-149](#) Informing The Assembly Of The Managers Signature On, And The Submittal Of, A Grant Application To The Alaska Sustainable Salmon Fund Requesting \$962,000 For Fish Passage Improvements.

Attachments: [2021-IM-149](#)

[IM 21-150](#) Informing The Assembly Of The Managers Signature On, And The Electronic Submittal Of, A Broadband Infrastructure Program Grant From The United States Department Of Commerce, National Telecommunications And Information Administration, In Partnership With The Matanuska Telephone Association.

Attachments: [2021-IM-150](#)

[IM 21-154](#) Informing The Assembly Of A Memorandum Of Agreement Between The Alaska State Department Of Transportation And Public Facilities And The Borough That Will Be Presented To The Manager For Signature For The Community Transportation Program Funding For Maintenance And Operations Of Hemmer Road Upgrade And Extension Project.

Attachments: [2021-IM-154](#)

[IM 21-157](#) Reporting Manager Waivers Of Formal Bidding Procedures In Accordance With MSB 3.08.320(B), June 2021.

Attachments: [2021-IM-157](#)

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 21-050](#) An Ordinance Accepting And Appropriating \$20,980 From The Mat-Su Trails And Parks Foundation To Project No. 15040, Fund 440, To Continue Development Of The Settler's Bay Coastal Park. RS 21-055: A Resolution Approving The Scope Of Work And Budget For The Settlers Bay Coastal Park, Project No.15040, Fund 440, For Continued Park Development.

Attachments: [2021-OR-050](#)
[2021-RS-055](#)
[2021-IM-100](#)
[Proposed Amendment](#)

[OR 21-054](#) An Ordinance Creating North Preston Avenue And West Sunflower Drive Road Paving Local Improvement District No. 614, 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.

Attachments: [2021-OR-054](#)
[2021-IM-104](#)
[OR 21-054 Ballot Tally LID614](#)

[OR 21-055](#) An Ordinance Creating North Baron Street Road Paving Local Improvement District No. 615, 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.

Attachments: [2021-OR-055](#)
[2021-IM-105](#)
[OR 21-055 Ballot Tally LID614](#)

[OR 21-056](#) An Ordinance Creating West Phalarope And West Cormorant Natural Gas Local Improvement District No. 616, 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.

Attachments: [2021-OR-056](#)
[2021-IM-106](#)
[OR 21-056 Ballot Tally LID614](#)

[OR 21-057](#) An Ordinance Creating Moose Park Subdivision Road Paving Local Improvement District No. 620, 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.

Attachments: [2021-OR-057](#)
[2021-IM-107](#)
[OR 21-057 Ballot Tally LID614](#)

[OR 21-058](#) An Ordinance Creating North Suzanna Street Natural Gas Local Improvement District No. 625, 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.

Attachments: [2021-OR-058](#)
[2021-IM-108](#)
[OR 21-058 Ballot Tally LID625](#)

[OR 21-059](#) An Ordinance Creating 2501 South Ridgecrest Road Natural Gas Local Improvement District No. 636, 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.

Attachments: [2021-OR-059](#)
[2021-IM-109](#)
[OR 21-059 Ballot Tally LID636](#)

[OR 21-061](#) An Ordinance Creating Asbury Court & Shangrila Lane Natural Gas Local Improvement District No. 632, 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.

Attachments: [2021-OR-061](#)
[2021-IM-112](#)
[OR 21-061 Ballot Tally LID614](#)

[OR 21-062](#) An Ordinance Reappropriating \$51,430.64 From Fund 435, Project No. 10063, And \$5,001 From Fund 410, Project No. 30114; To Fund 480, Project No. 47018, Matanuska River Erosion Dispute Resolution.
RS 21-065: A Resolution Amending The Scopes Of Work And Budgets For Project No. 10063, Dorothy Swanda Jones Administration Building Annex; Project No. 30114, Fish Passage Improvements; Project No. 47500, Maintenance Shop Equipment/Upgrade; And The Matanuska River Erosion Dispute Resolution Project, Project No. 47018.

Attachments: [2021-OR-062](#)
[2021-RS-065](#)
[2021-IM-120](#)

[OR 21-063](#) An Ordinance Accepting And Appropriating \$70,000 From The Alaska State Office Of History And Archaeology To Fund 435, Project No. 10182, Log Cabin Rehabilitation; And Authorizing The Manager To Enter Into The Grant Agreement.
RS 21-068: A Resolution Approving The Scope Of Work And Budget For The Stabilization And Rehabilitation Of The Old Willow Log Cabin.

Attachments: [2021-OR-063](#)
[2021-RS-068](#)
[2021-IM-128](#)

C. AUDIENCE PARTICIPATION (Three Minutes Per Person.)

D. CONSENT AGENDA

1. RESOLUTIONS

[RS 21-077](#) A Resolution Amending The Scope Of Work For Fiscal Years 2011 Through 2017 Community Assistance Program, To Allow Lazy Mountain Community Council To Provide Funding To Three Local Non-Profits That Provide Public Benefit To The Lazy Mountain Community.

Attachments: [2021-RS-077](#)
[2021-IM-148](#)

[RS 21-078](#) A Resolution Approving The Scope Of Work And Budget For Caswell Lake / Hidden Hills Grade Crossing Signal System Upgrade Project.

Attachments: [2021-RS-078](#)
[2021-IM-151](#)

[RS 21-080](#) A Resolution Approving The Amended Budgets To Move Funds From The Fireweed Building Asbestos Abatement And Improvements To The Network Operations Center Roof Replacement.

Attachments: [2021-RS-080](#)
[2021-IM-153](#)

2. ACTION MEMORANDUMS

- [AM 21-058](#) Award Of Bid No. 21-170B To Specialized Pavement Marking, Inc. In The Contract Amount Of \$156,527.43 For 2021 Road Striping.
- Attachments:** [2021-AM-058](#)
- [AM 21-059](#) Authorization To Purchase Sodium Chloride From Bering Marine Corporation For \$780,000.
- Attachments:** [2021-AM-059](#)
- [AM 21-060](#) Approval Of Contract Extension To Contract No. 21-066B With Consolidated Contracting & Engineering, LLC. To Extend The Completion Date to October 31, 2021, For The Solid Waste Division Fire Upgrades.
- Attachments:** [2021-AM-060](#)
- [AM 21-061](#) Approval Of Contract Extension For Contract No. 20-077P With CRW Engineering Group LLC. To Extend The Completion Date to June 30, 2022, For The Design Of Central Mat-Su Emergency Services Training Complex.
- Attachments:** [2021-AM-061](#)
- [AM 21-062](#) Authorizing The Manager To Enter Into An Agreement With Delta Medical LLC. For Emergency Medical Services In The Lake Louise Area For The Contract Period Of July 1, 2021, Through June 30, 2022, In The Amount Of \$15,000.
- Attachments:** [2021-AM-062](#)
- [AM 21-063](#) Approval Of Amendment To Contract No. 20-146P To Kinney Engineering For The Official Streets And Highways Plan Update To Extend The Project Completion Date To June 13, 2022.
- Attachments:** [2021-AM-063](#)
- [AM 21-064](#) Award Of Bid No. 21-176B To Valley General Construction LLC. In The Contract Amount of \$466,687 For Golden, Rainbow, Indigo, & Gray Road Improvements.
- Attachments:** [2021-AM-064](#)
- [AM 21-065](#) Award Of Bid No. 21-181B To Rain Proof Roofing In The Contract Amount Of \$174,160 For The MSB Administration Building GIS Area Roof Replacement.
- Attachments:** [2021-AM-065](#)

[AM 21-067](#) Requesting To Vacate The 33-Foot Wide Section Line Easement Lying Within Tract A, Goodwin Estates Phase 1 (Plat #2020-73) And The 33-Foot Wide Section Line Easement Lying West Of East Tex-Al Drive Within Tax Parcel A1, Located Within Sections 10 & 15, Township 18 North, Range 1 East, Seward Meridian, Lying Directly South Of East Tex-Al Drive, West Of North Trinity View Drive, And North Of Dandy Lake.

Attachments: [2021-AM-067](#)

[AM 21-068](#) Approval Of Additional Change Order Authority For Contract No. 21-051B With Roger Hickel Construction, Inc. In The Amount Of \$200,000 For The Willow Library Construction And Community Center Upgrades.

Attachments: [2021-AM-068](#)

[AM 21-069](#) Authorization To Enter Into A Utilities Reimbursable Services Agreement With The Alaska Railroad For The Caswell Lake / Hidden Hills Grade Crossing Signal System Upgrade In The Amount Of \$198,015.

Attachments: [2021-AM-069](#)

[AM 21-070](#) Authorization To Enter Into A Contract With SurvBase LLC. In The Amount \$185,000 For The Port MacKenzie Rail Extension For Ongoing Geomatics Support/Survey Tasks.

Attachments: [2021-AM-070](#)

[AM 21-071](#) Requesting Approval To Extend Period Of Performance Under HDL Engineering Consultants LLC. Contract No. 20-118P To June 30, 2022, For Geotechnical Services Not To Exceed \$100,000 In Fiscal Year 2022.

Attachments: [2021-AM-071](#)

VIII. UNFINISHED BUSINESS

[OR 21-051](#) An Ordinance Approving A Supplemental Appropriation Of \$1,500,000 From The Unrestricted Net Assets In The Solid Waste Division Enterprise Fund, Fund 510, To Solid Waste Project No. 25029, Fund 420, To Procure Gravel Removal Services At The Central Landfill.
RS 21-056: A Resolution Establishing The Project, Scope Of Work, And Budget For A Supplemental Appropriation Of \$1,500,000 From The Unrestricted Net Assets In The Solid Waste Division Enterprise Fund, Fund 510, To Solid Waste Project No. 25029, Fund 420, To Procure Gravel Removal Services At The Central Landfill.

Attachments: [2021-OR-051](#)
[2021-RS-056](#)
[2021-IM-101](#)

IX. VETO

X. NEW BUSINESS

A. INTRODUCTIONS (For Public Hearing 08/03/21, Assembly Chambers)

[OR 21-064](#) An Ordinance Accepting And Appropriating Additional Relief Monies Of \$271,375.20 For The September 2012 Southcentral Flood Disaster.
RS 21-070: A Resolution Amending The Budget For The September 2012 Southcentral Flood Disaster Relief Monies.

Attachments: [2021-OR-064](#)
[2021-RS-070](#)
[2021-IM-130](#)

[OR 21-065](#) An Ordinance Amending MSB 3.15.070 (B) And (E), Assessment Procedure, To Correct And Define; And Amending MSB 3.15.170, Mobile Homes, To Correct Wording.

Attachments: [2021-IM-131](#)
[2021-OR-065](#)

[OR 21-066](#) An Ordinance Amending MSB 25.45.040(B), Election Recount, To Instruct The Canvass Board To Review The Write-In Votes And To Count Those Write-In Votes For Those Candidates Whose Name Appears On The Ballot And For Official Write-In Candidates.

Sponsors: Boeve

Attachments: [2021-OR-066](#)
[2021-IM-132](#)

[OR 21-067](#) An Ordinance Amending MSB 2.29, Office Of Administrative Hearings, To Allow The Clerk To Hire State Of Alaska Administrative Law Judges When Borough Hearing Officers Are Unavailable.

Attachments: [2021-OR-067](#)
[2021-IM-136](#)

[OR 21-068](#) An Ordinance Approving The Land Classification Of Certain Borough-Owned Lands Proposed For Inclusion In The 2021 Competitive Sealed Bid Land Sale And Future Land Sales; And Classification Of A Parcel To Be Retained For Public Recreation Purpose.

Attachments: [OR 21-068](#)
[IM 21-137](#)
[Reconsideration](#)

[OR 21-069](#) An Ordinance Accepting And Appropriating \$560,600 In Anticipated Project Income During Fiscal Year 2022 For The Rail Extension Project From Port MacKenzie To The Mainline.
RS 21-071: A Resolution Establishing The Scope Of Work And Budget For Anticipated Project Income During Fiscal Year 2022 For The Rail Extension Project From Port MacKenzie To The Mainline.

Attachments: [2021-OR-069](#)
[2021-RS-071](#)
[2021-IM-139](#)

[OR 21-070](#) An Ordinance Establishing A Tax On Certain Natural Resources Whenever The Natural Resource Is Severed And Removed From Property Within The Matanuska-Susitna Borough And Providing For Penalties For Failure To Pay Taxes Due By Adopting MSB 3.55, Natural Resource Severance Tax.

Sponsors: Yundt

Attachments: [2021-OR-070](#)
[2021-IM-140](#)

[OR 21-071](#) An Ordinance Accepting And Appropriating \$50,000 From the Alaska State Department Of Health And Social Services To Provide Financial Assistance To The Borough For COVID-19 Vaccine Support Services.

RS 21-073: A Resolution Approving The Scope Of Work And Budget For The Alaska State Department Of Health And Social Services Grant To Provide Financial Assistance To The Borough For COVID-19 Vaccine Support Services.

Attachments: [2021-OR-071](#)

[2021-RS-073](#)

[2021-IM-143](#)

[OR 21-072](#) An Ordinance Accepting And Appropriating A Grant In The Amount Of \$50,000 From The Alaska State Division Of Forestry To Operate Collection Sites And Dispose Of Dead Slash From Beetle Killed Trees For Mat-Su Residents.

RS 21-074: A Resolution Approving The Scope Of Work And Budget For The Alaska State Division Of Forestry Grant To Operate Collection Sites And Dispose Of Dead Slash From Beetle Killed Trees For Mat-Su Residents.

Attachments: [2021-OR-072](#)

[2021-RS-074](#)

[2021-IM-144](#)

[OR 21-073](#) An Ordinance Accepting And Appropriating \$10,519,653.50 In American Rescue Plan Coronavirus State And Local Fiscal Recovery Funds From The United States Treasury Department.

RS 21-075: A Resolution Approving The Scope Of Work And Budget For The American Rescue Plan Coronavirus State And Local Fiscal Recovery Funds.

Attachments: [2021-OR-073](#)

[2021-RS-075](#)

[2021-IM-145](#)

[OR 21-074](#) An Ordinance Extending The Appropriation Of \$1.9 Million In Match Money For A \$9.6 Million Grant From The United States Economic Development Agency From Fiscal Year 2023 Through Fiscal Year 2025.

Attachments: [2021-OR-074](#)

[2021-IM-141](#)

[Port Commission Resolution No. 21-04](#)

[OR 21-076](#) An Ordinance Relating To The Construction, Additions, Improvements, Betterments, Repair, Reconstruction, Or Acquisition Of Public Roads And Facilities Related Thereto In The Matanuska-Susitna Borough, Together With All Necessary Equipment And Transportation Facilities Including Improving School Access, And The Acquisition Of Lands Or Rights In Lands In Connection Therewith, And A Debt Of The Borough, Authorizing The Issuance Of Areawide General Obligation Bonds Of The Borough In An Amount Not To Exceed The Sum Of \$73,685,000 To Finance The Cost, In Whole Or In Part, Of Such Public Roads, Facilities, And Lands; And Submitting The Proposition To The Voters At The November 2, 2021, Regular Borough Election.

OR 21-077: An Ordinance Adopting MSB 1.10.170 And MSB 3.35, 1.5 Percent Areawide Sales Tax For Transportation Systems Projects, Implementing A 1.5 Percent Sales Tax Within The Entire Matanuska-Susitna Borough Beginning On July 1, 2022, For A Period Of Five Years, Or Until \$73,685,000 Is Collected, Whichever Is Earlier, And Then Expire; And Submitting The Proposition To The Voters At The November 2, 2021, Regular Borough Election.

Attachments: [OR 21-076](#)
[OR 21-077](#)
[IM 21-155](#)
[IM 21-156](#)

[OR 21-078](#) An Ordinance Enacting MSB 1.10.170, Codifying The Power To Restrict Motorized Equipment On Lakes And Waterways Within The Matanuska-Susitna Borough.

Attachments: [2021-OR-078](#)
[2021-IM-158](#)

B. MAYORAL NOMINATIONS AND APPOINTMENTS

1. VACANCY REPORT

[21-156](#) Mayoral Requests for Confirmation

Attachments: [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.