

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

MEETING MINUTES

ASSEMBLY CHAMBERS
350 EAST DAHLIA AVENUE, PALMER

ASSEMBLY REGULAR MEETING

6:00 PM

TUESDAY, DECEMBER 15, 2020

I. CALL TO ORDER

The regular meeting of the Matanuska-Susitna Borough Assembly was held on Tuesday, December 15, 2020, at the Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 6 p.m. by Mayor Vern Halter.

II. ROLL CALL

Present: 6 - Assemblymember Tim Hale, Assemblymember Stephanie Nowers, Assemblymember George McKee, Assemblymember Mokie Tew, Assemblymember Jesse Sumner, and Assemblymember Tam Boeve

Telephonic: 1 - Assemblymember Robert Yundt

III. APPROVAL OF AGENDA

The agenda was approved as presented without objection.

IV. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Glenda Ledford, city of Wasilla.

V. MINUTES OF PRECEDING MEETINGS

20-173

- A. Special Assembly Meeting: 08/25/20
- B. Special Assembly Meeting: 09/01/20
- C. Regular Assembly Meeting: 09/01/20
- D. Joint Assembly/School Board Meeting: 09/08/20
- E. Special Assembly Meeting: 09/10/20
- F. Special Assembly Meeting: 09/15/20
- G. Regular Assembly Meeting: 09/15/20
- H. Special Assembly Meeting: 09/30/20
- I. Special Assembly Meeting: 10/06/20
- J. Regular Assembly Meeting: 10/06/20
- K. Special Assembly Meeting: 10/13/20
- L. Joint Assembly/Planning Commission: 10/13/20
- M. Special Assembly Meeting: 10/21/20
- N. Special Assembly Meeting: 10/26/20
- O. Special Assembly Meeting: 11/14/20
- P. Special Assembly Meeting: 11/17/20
- Q. Regular Assembly Meeting: 11/17/20
- R. Special Assembly Meeting: 11/27/20
- S. Regular Assembly Meeting: 12/01/20

The minutes were approved as presented.

VI. SPECIAL ORDERS OF THE DAY

A. Appointment of Deputy Mayor - Tam Boeve

Mayor Halter asked if there was any objection to the appointment of Assemblymember Boeve as the Deputy Mayor. The motion passed by the following vote:

Yes: 5 - Assemblymember Hale, Assemblymember Nowers, Assemblymember Yundt, Assemblymember Tew, and Assemblymember Boeve

No: 2 - Assemblymember McKee and Assemblymember Sumner

VII. REPORTS/CORRESPONDENCE

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

1. Reports From Cities

Mayor Glenda Ledford, city of Wasilla, reported on the activities of the City.

2. Matanuska-Susitna Borough School District

There was no report provided.

3. State of Alaska

Mr. Todd Smoldon, Director of Governor Dunleavy's Mat-Su Office, reported on the activities of the State.

B. COMMITTEE REPORTS

1. Joint Assembly/School Board Committee On School Issues

There was no report provided.

2. Assembly Public Relations

There was no report provided.

C. MANAGER COMMENTS

1. State/Federal Legislation

2. Strategic Planning Issues

Mr. Brown thanked citizens for donations to Animal Control.
Thanked Borough employees for Thanksgiving meal donations.

Ms. Tracy Loscar, Emergency Services Operations Chief, reported on COVID-19 vaccine distribution.

Mr. Cheyenne Heindel, Finance Director, gave update on the finance budget.

D. ATTORNEY COMMENTS

Mr. Spiropoulos reported on the activities of his office.

E. CLERK COMMENTS

Ms. McKechnie reported on the upcoming meeting schedule.

F. CITIZEN AND OTHER CORRESPONDENCE

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

G. INFORMATIONAL MEMORANDUMS

There were no informational memorandums presented.

VIII. SPECIAL ORDERS

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

There were no person's to be heard.

B. PUBLIC HEARINGS (Three Minutes Per Person.)

OR 20-102 An Ordinance Of The Assembly Amending MSB 24.15.080, Euthanasia, In Order To Bring Borough Code Into Alignment With State Law.
Ms. McKechnie read the legislation into the record.

Mayor Halter opened the public hearing.

The following persons spoke in opposition to the legislation: Dr. Mica Strop, DVM and Dr. Joann Stephens, DVM.

Assemblymember Nowers moved to postpone Ordinance Serial No. 20-102 indefinitely. The motion passed by the following vote:

Yes: 7 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Yundt, Assemblymember Tew, Assemblymember Sumner, and Assemblymember Boeve

OR 20-104 An Ordinance Reappropriating \$1,000,000 From The Land Management Permanent Fund 203.262.400; Reappropriating \$165,000 From Jonesville Public Use Area Grant Match Fund 480, Project No. 47031; And Accepting And Appropriating \$70,600 Of Program Income To Fund 435, Project No. 10022, Mat-Su Convention And Visitors Center Bureau Gateway Center Project.

Ms. McKechnie read the legislation into the record.

Mayor Halter opened the public hearing.

The following person spoke in support of legislation: Ms. Bonnie Quill.

The following person spoke in opposition of legislation: Mr. Eugene Haberman.

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

Assemblymember Hale moved to adopt Ordinance Serial No. 20-104.

Assemblymember Hale moved to amend Ordinance Serial No. 20-104 by removing the following, Reappropriating \$165,000 from Jonesville Public Use Area Grant match fund 480, project no. 47031. The motion passed by the following vote:

Yes: 7 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Yundt, Assemblymember Tew, Assemblymember Sumner, and Assemblymember Boeve

Assemblymember Sumner moved to postpone Ordinance Serial No. 20-104 indefinitely. The motion failed by the following vote:

Yes: 3 - Assemblymember McKee, Assemblymember Tew, and Assemblymember Sumner

No: 4 - Assemblymember Hale, Assemblymember Nowers, Assemblymember Yundt, and Assemblymember Boeve

The main motion passed by the following vote:

Yes: 5 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Yundt, and Assemblymember Boeve

No: 2 - Assemblymember Tew and Assemblymember Sumner

C. AUDIENCE PARTICIPATION (Three Minutes Per Person.)

The following persons spoke in opposition of reconsideration of Ordinance Serial No. 20-103: Ms. Donna Massey and Mr. John Strassenburg.

The following persons spoke in opposition of Resolution Serial No. 20-123: Mr. Ray Nix, Ms. Patricia Fischer, Mr. Dave Musgrave, Ms. Becky Long, Ms. Melissa Hoyer, Ms. Ruth Wood, Ms. Wendy Wolff, Mr. Larry Angle, and Mr. Jim Sykes.

The following person spoke to concerns with Resolution Serial No. 20-123, Resolution Serial No. 20-122, and the public process: Mr. Eugene Haberman.

The meeting recessed at 8:17 p.m. and reconvened at 8:26 p.m.

D. CONSENT AGENDA

1. RESOLUTIONS

RS 20-120 A Resolution Amending The Scope Of Work Of Project No. 15019, Fund 440, To Include The Addition Of Life Jackets For The Kids Don't Float Kiosks At The Lake Louise Boat Launch And Parking Lot Improvements Project.

RS 20-121 A Resolution Amending The Land And Resource Management Division Policy And Procedures Manual.

2. ACTION MEMORANDUMS

AM 20-132 Matanuska-Susitna Borough Assembly Regular And Joint Meeting Schedule For 2021.

AM 20-135 Requesting Assembly Approval To Extend The Substantial Completion Date No. 2 For Contract No. 21-001B With Northstar Excavation & Asphalt, Inc. From January 15, 2021, To March 31, 2021, For The Landfill Gas Collection & Control System Construction Project, Project No. 25046, Fund 420.

AM 20-136 Award Of Contract 21-119C To Zoll Medical Corporation In The Contract Amount Of \$119,961.60, To Purchase Zoll-X Series Cardiac Monitors/Defibrillators.

AM 20-137 Authorization To Purchase A Pumper Fire Apparatus For The West Lakes Fire Service Area, In The Amount Of \$545,744, From General Fire Apparatus/Rosenbauer.

Ms. McKechnie read the legislation into the record.

Assemblymember Boeve moved to approve the consent agenda as read into the record by the Clerk. The motion passed by the following vote:

Yes: 7 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Yundt, Assemblymember Tew, Assemblymember Sumner, and Assemblymember Boeve

RS 20-122 A Resolution Amending The Scope Of Work For Capital And Operating Expenditures Utilizing Cares Act Money.

Ms. McKechnie read the legislation into the record.

Assemblymember Nowers moved to adopt Resolution Serial No. 20-122.

Assemblymember Nowers moved to amend IM No. 20-241 on page 6 of the list to add a number 83 to the list for \$15,000 to the Isolation Curtain System to read as follows:

83. Isolation curtain system \$15,000

As we continue to deal with the SARS-CoV-2 pandemic, MSB-EMS has developed an in-dwelling isolation system for our transport ambulances to help mitigate droplet spread. This system helps to decrease the amount of airborne droplets that are expelled by the patient during transport that could expose our EMS providers to increased amounts of potentially infected COVID- 19 droplets. The system works by safely forming a curtain around the gurney while the patient is in transport, and then utilizes the on board air-exchange system to draw air from inside the curtain out of the ambulance. We have found that the system is effective in substantially decreasing the amount of particulate/droplets that otherwise would be directly released into the entire compartment/cab of the ambulances. Many of the treatments performed by EMS providers in order to sustain life and decrease morbidity result in increased droplet exhalation. Examples of these necessary life- sustaining treatments include: continuous positive airway pressure systems (CPAP), oxygen administration systems, and nebulized medication delivery systems among others. Many departments around the nation are also developing their own individual containment systems, and in addition to numerous other infection control methods that we employ, we are able to transport suspected COVID-19 patients in as safe a manner as possible.

The amended motion passed by the following vote:

Yes: 7 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Yundt, Assemblymember Tew, Assemblymember Sumner, and Assemblymember Boeve

Assemblymember Nowers moved to amend IM No. 20-241 on page 6 of the list to add a number 84 to the list for \$1,599,390 for the food coalition member grants (additional funding) to read as follows:

84. Food coalition member grants (additional funding) \$1,599,390
The Borough originally funded \$300,000 to this line item.
However, that amount was exhausted quickly. The table below shows the amounts needed to cover the increase in food assistance that these organizations have experience due to the COVID-19 crisis.

Agency	# of meals provided	Total incurred at \$3.50 per meal	Amount Previously Awarded	Potential Additional Award
Willow Food Pantry	117,114	\$409,899.00	\$50,000	\$359,899.00
Upper Susitna Food Pantry	26,993	\$94,475.50	\$29,000	\$65,475.50
Faith Bible Food Pantry	151,042	\$528,647.00	\$50,000	\$478,647.00
Blood and Fire Ministries	28,800	\$100,800.00	\$38,000	\$62,800.00
Kids Kupboard	3,476	\$12,166.00	\$7,014	\$5,152.00
Salvation Army	53,085	\$185,797.50	\$38,000	\$147,797.50
Palmer Christian Center	134,314	\$470,106.00	\$50,000	\$420,106.00
Mat-Su Senior Services	2,791	\$9,768.50	\$9,768	
Sutton Bible Church	25,066	\$87,731.00	\$28,218	\$59,513.00

The Mat Su Food Coalition is composed of fifteen organizations that distribute food in the Mat Su Valley to hundreds of families and individuals that are less fortunate than most. These people comprise those below the poverty level, the now unemployed as well as the working poor. Food coalition members have stepped up and delivered food to at risk citizens in the Borough. These food agencies, pantries, programs and banks have expended much time and effort to get food, food boxes and food box deliveries to at risk individuals, families and seniors as part of the COVID-19

response. The coalition has provided more than 77, 177 meals to more than 5,643 Mat Su residents since March 2020, which is well above their average. Originally, grants were provided to these organizations in the amount of \$3.50 per meal provided to residents living outside of the city limits of Palmer, Wasilla and Houston, up to \$50,000. Agencies may reside within the city limits, but must document meals provided to residents outside those geographic limits.

The amended motion passed by the following vote:

Yes: 7 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Yundt, Assemblymember Tew, Assemblymember Sumner, and Assemblymember Boeve

Assemblymember Nowers moved to amend IM No. 20-241 on page 6 of the list to add a number 85 to the list for a grant to Mat-Su Health Foundation not to exceed \$1,000,000 and the following language to justifications.

**85. Mat-Su Health Foundation not to exceed \$1,000,000
Mat-Su Health Foundation has partnered with nonprofit organizations serving Mat-Su Borough residents to address unplanned expenses and/or lost revenue relating to the COVID-19 coronavirus pandemic March 12, 2020, through December 30, 2020. This grant will provide Mat-Su Health Foundation with reimbursable funds to cover distributions made to other entities to cover operational funding, supplies, equipment and other program costs associated with limiting exposure for high-risk groups and to address basic needs within the framework of allowable expenditures under the CARES act guidelines.**

The amended motion passed by the following vote:

Yes: 7 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Yundt, Assemblymember Tew, Assemblymember Sumner, and Assemblymember Boeve

Assemblymember Nowers moved to amend IM 20-041 to add number 86 to the list to allow for reallocation of funds from other projects if they are not spent. This amendment will allow those funds to be allocated to Mat-Su Health Foundation by administration so as to not require a special meeting to allocate funds if needed.

86. Administrative reconciliation

If any specific amount of allocation to any project listed above is overfunded or it appears that funds will not be expended on the project by December 30, 2020, the Manager may allocate the amount of overfunding or remaining project funds to the Mat-Su Health Foundation in line 85 up to the limit of the grant approved.

The amended motion passed by the following vote:

Yes: 7 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Yundt, Assemblymember Tew, Assemblymember Sumner, and Assemblymember Boeve

The motion passed by the following vote:

Yes: 7 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Yundt, Assemblymember Tew, Assemblymember Sumner, and Assemblymember Boeve

RS 20-123 A Resolution Repealing Resolution Serial No. 19-074 And Directing Borough Staff To Direct Efforts Elsewhere.

Ms. McKechnie read the legislation into the record.

Assemblymember Boeve moved to approve Resolution Serial No. 20-123. The motion passed by the following vote:

Yes: 4 - Assemblymember McKee, Assemblymember Yundt, Assemblymember Tew, and Assemblymember Sumner

No: 3 - Assemblymember Hale, Assemblymember Nowers, and Assemblymember Boeve

AM 20-124

Approval Of The Road Service Area Road Improvement Project List - Summer 2021.

Ms. McKechnie read the legislation into the record.

Assemblymember Tew moved to adopt AM 20-124.

Assemblymember Tew moved to postpone AM 20-124 until the January 5, 2021. The motion passed by the following vote:

Yes: 7 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Yundt, Assemblymember Tew, Assemblymember Sumner, and Assemblymember Boeve

CONFLICT OF INTEREST: Assemblymember Sumner declared a conflict of interest due to having done business with the grant recipient. RULING: Mayor Halter ruled that Assemblymember Sumner had a conflict of interest and would be recused from voting. Assemblymember Sumner exited the meeting.

AM 20-135 Requesting Assembly Approval To Extend The Substantial Completion Date No. 2 For Contract No. 21-001B With Northstar Excavation & Asphalt, Inc. From January 15, 2021, To March 31, 2021, For The Landfill Gas Collection & Control System Construction Project, Project No. 25046, Fund 420.

Ms. McKechnie read the legislation into the record.

Assemblymember Boeve moved to adopt AM Serial No. 20-135. The motion passed by the following vote:

Yes: 6 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Yundt, Assemblymember Tew, and Assemblymember Boeve

Recused: 1 - Assemblymember Sumner

Assemblymember Sumner re-entered the meeting.

IX. UNFINISHED BUSINESS

There were no unfinished business presented.

X. VETO

There were no vetoes presented.

XI. NEW BUSINESS

A. INTRODUCTIONS (For Public Hearing 01/05/21 Assembly Chambers)

OR 21-002 An Ordinance Approving The Land Sale Price Adjustment Of Borough-Owned Property Offered In The 2020 Competitive Sealed Bid Land Sale, Identified As Parcel 20-03 (Tax ID 15N03W10C001), In Accordance With The Sale Brochure Policies And Remedies If A Property Is Proven To Have Less Acreage Than The Borough Assessment (MSB007595).

OR 21-003 An Ordinance Approving An Appropriation Of \$1,500,000 From The Central Mat-Su Fire Service Area Fund Balance, Fund 250, To Project No. 45066, Fund 405, To Purchase An Aerial Platform And Related Equipment.
RS 21-002: A Resolution Approving The Scope Of Work And Budget For Project No. 45066, Fund 405, To Purchase An Aerial Platform And Related Equipment.

OR 21-004 An Ordinance Accepting And Appropriating Disaster Relief Funds For The 2018 Cook Inlet Earthquake For Wasilla Area Schools And Borough Roads And Bridges.
RS 21-005: A Resolution Approving The Scope Of Work And Budget For Disaster Relief Funds From The 2018 Cook Inlet Earthquake Disaster For Wasilla Area Schools And Borough Roads And Bridges.

OR 21-005 An Ordinance Approving The Sale Of Borough-Owned Land Identified As Lot 107, Rustic Wilderness Division 2, To Adjacent Property Owners Michael And Marla Murphy, Pursuant To MSB 23.10.230, Agreements By Application (MSB007681).

Ms. McKechnie read the legislation into the record.

Assemblymember Boeve moved to introduce the legislation as read into the record by the Clerk and to set the public hearings for January 5, 2021. The motion passed by the following vote:

Yes: 7 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Yundt, Assemblymember Tew, Assemblymember Sumner, and Assemblymember Boeve

B. MAYORAL NOMINATIONS AND APPOINTMENTS

1. VACANCY REPORT

20-174 Mayoral Requests for Confirmation
Aviation advisory Board
Roger Anderson
Local Emergency Planning Committee
Norman Straub
Local Emergency Planning Committee
Dawn Hicks, Resignation
Meadow Lakes RSA #27
Michael Fulton
Trapper Creek RSA #30
Donna Massay

Assemblymember Boeve moved to confirm the appointments requested by the Mayor. The motion passed by the following vote:

Yes: 7 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Yundt, Assemblymember Tew, Assemblymember Sumner, and Assemblymember Boeve

C. OTHER NEW BUSINESS

There was no other new business.

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

XII. RECONSIDERATION

OR 20-101 An Ordinance Reappropriating \$25,000 From Project No. 25020-2402; And \$40,542.05 From Project No. 25035-2407, To Project No. 25001, Fund 420, To Allow For The Purchase Of A Waste Container Roll-Off Trailer Pup.
RS 20-106: A Resolution Approving The Scope Of Work And Budget For The Purchase Of A Waste Container Roll-Off Trailer Pup.
Assemblymember Sumner moved to reconsider Ordinance Serial No. 20-101 and Resolution Serial No. 20-106. The motion to reconsider passed as follows:

Yes: 5 - Assemblymember Hale, Assemblymember McKee, Assemblymember Yundt, Assemblymember Tew, and Assemblymember Sumner

No: 2 - Assemblymember Nowers and Assemblymember Boeve

Assemblymember McKee moved to postpone Ordinance Serial No. 20-101 and Resolution Serial No. 20-106 to January 5, 2021. The motion passed by the following vote:

Yes: 7 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Yundt, Assemblymember Tew, Assemblymember Sumner, and Assemblymember Boeve

OR 20-103 An Ordinance Appropriating \$591,290 From The Areawide Fund Balance Fund 100.272.000, To Fund 410, Project No. 35000, For Bridge And Railroad Crossing Major Maintenance And Repair; And The Dust Control Program (50 Percent Road Service Area Construction and 50 Percent Dust Control).

No motion to reconsider was made.

OR 20-111 An Ordinance Accepting And Appropriating \$7,225 Of Revenues From Fiscal Year 2021 General Fixed Asset Sales Into Project No. 10151, Fund 435; Amending The Scope Of Work From Fiscal Year 2019 Project No. 10176-1906, Fund 435, Sidewalk Repair; Reappropriating \$146,065.80 From Project No. 45168, Fund 480, Into Project No. 10151, Fund 435, For An Animal Care Facility Kennel Restoration And Remodel Project To Ensure Animal Care Best Practices And Improve Safety For Staff And Volunteers.

RS 20-115: A Resolution Approving The Scope Of Work And Amending The Budget For Project No. 10151, Fund 435, For A Facility Kennel Restoration And Remodel Project To Ensure Animal Care Best Practices And Improve Safety For Employees And Volunteers.

No motion to reconsider was made.

RS 20-119 A Resolution Approving The Scope Of Work And Budget For Abby Boulevard Railroad Crossing Major Repair And Upgrade Project, Project No. 30037.

Mayor Halter queried if there was a motion for reconsideration. Seeing none, no other reconsiderations.

No motion was make to reconsider.

XIII. MAYOR, ASSEMBLY, AND STAFF COMMENTS

Assemblymember Nowers requested an executive session at the January 5, 2021, regular Assembly Meeting to get an insurance update on Houston Middle School.

No objection was made.

Mr. Brown wished Happy Holidays and expressed his thanks.

Ms. McKecknie stated the deputy clerk will be sitting in the Clerk's position at the meetings to start learning the process.

Assemblymember Sumner moved to add a working group to look into whether the Borough is over insured or under insured. The motion passed by the following vote:

Yes: 7 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Yundt, Assemblymember Tew, Assemblymember Sumner, and Assemblymember Boeve

Mayor Halter gave thanks to staff for the hard work on the CARES funding. Spoke concerns over not fully funding Ordinance Serial No. 20-104.

XIV. EXECUTIVE SESSION

There was no executive session.

XV. ADJOURNMENT

The meeting adjourned at 9:25 p.m.