

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

John Moosey

BOROUGH ATTORNEY

Nicholas Spiropoulos



BOROUGH ASSEMBLY

Jim Sykes, District 1

Matthew Beck, District 2

George McKee, District 3

Steve Colligan, District 4

Dan Mayfield, District 5

Barbara J. Doty, District 6

Randall Kowalke, District 7

MEETING MINUTES

ASSEMBLY CHAMBERS

350 EAST DAHLIA AVENUE, PALMER

ASSEMBLY SPECIAL MEETING

1:00 PM

TUESDAY, MARCH 28, 2017

Budget Presentations - 1 p.m.

Joint Assembly/Planning Commission Meeting - 6 p.m.

I. CALL TO ORDER

The special meeting of the Matanuska-Susitna Borough Assembly was held on Tuesday, March 28, 2017, at the Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 1 p.m. by Mayor Vern Halter for the purposes of conducting Fiscal Year 2018, departmental budget presentations and to hold a joint meeting with the Planning Commission.

II. ROLL CALL

Present 7 - Assemblymember George McKee, Assemblymember Dan Mayfield, Assemblymember Barbara J. Doty, Assemblymember Randall Kowalke, Mayor Vern Halter, Assemblymember Jim Sykes, and Assemblymember Matthew Beck

Telephonic 1 - Assemblymember Steve Colligan

III. APPROVAL OF AGENDA

The agenda was approved as presented without objection.

IV. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mr. John Moosey, Borough Manager.

V. AUDIENCE PARTICIPATION

The following person spoke to concerns with the public process: Mr. Eugene Carl

Haberman.

The following person thanked the Borough for performing the crack sealant work on the Borough roads, and spoke to the bidding process and the bonding requirements for Borough contracts: Mr. Bill Sterns, representing D&S Road Services.

The following person spoke to proposed state legislation that affected the Borough and encouraged a resolution supporting House Bill 156: Mr. Jim Colver, former Assemblymember.

The following person spoke to the AARP sponsored budget discussion and congratulated the Borough for the public outreach: Ms. Terry Snyder.

VI ASSEMBLY ITEMS OF BUSINESS

A. [17-021](#) Department Budget Presentations

Sponsors: Borough Manager

Mr. John Moosey, Borough Manager, spoke to the fiscal year 2018 budget.

Ms. Cheyenne Heindel, Finance Director, spoke to the revenue tax cap and explained the mill rate calculation process.

Ms. Eileen Probasco presented the Planning and Land Use Department budget.

Mr. Alex Strawn, Development Services Manager, spoke to impact of marijuana related facilities to the proposed budget.

Mr. Marc Van Dongen presented the Port Department budget.

(The meeting recessed at 2:42 p.m. and reconvened at 2:49 p.m.)

Mr. Eric Phillips presented the Community Development budget.

Ms. Kirsten Vesel presented the Animal Care and Regulation Department budget.

Mr. Eric Wyatt presented the Information Technology Department budget.

(Assemblymember Colligan exited the meeting at 3:47 p.m.)

(The meeting recessed at 3:47 p.m. and reconvened at 3:54 p.m.)

Ms. Cheyenne Heindel presented the Finance Department budget.

Mr. Jude Bilafer presented the Capital Projects Department budget.

Mr. Otto Feather, Department of Emergency Services Interim Director, presented the Emergency Services Department budget.

Ms. Lonnie McKechnie, Borough Clerk, commented that the Clerks department budget memo was provided to the Assembly and advised if there were questions to contact her.

(The meeting recessed at 4:39 p.m.)

VII. JOINT ITEMS OF BUSINESS (To Begin At 6 p.m.)

The joint Assembly/Planning Commission meeting convened at 6 p.m.

MOTION: Assemblymember Sykes moved to suspend the rules to add audience participation before addressing the joint meeting items.

VOTE: The motion passed with Assemblymember Mayfield opposed.

Planning Commission members present: Commissioner Mary Anderson, Commissioner Thomas Healy, Commissioner Patricia Chesboro, Commissioner Colleen Vague (entered at 6:40 p.m.), Commissioner Stafford Glashan, and Commissioner Vern Rauchenstein.

Present 7 - Assemblymember George McKee, Assemblymember Dan Mayfield, Assemblymember Barbara J. Doty, Assemblymember Randall Kowalke, Mayor Vern Halter, Assemblymember Jim Sykes, and Assemblymember Matthew Beck

Telephonic 1 - Assemblymember Steve Colligan

VIII. AUDIENCE PARTICIPATION

The following person spoke to the need for a sewer system: Ms. Helen Munoz.

The following person spoke to concerns with the public process: Mr. Eugene Carl Haberman.

A. Flood Risk Map Project (Requested by Administration)

Mr. Alex Strawn, Development Services Manager, provided an update on the Flood Risk Map Project and outlined the next steps of the process.

B. Title 17/30 Zoning Code Update (Requested by Administration)

Ms. Eileen Probasco, Planning Director, reported on the status of the Title 17 and Title 30, Zoning code updates.

C. Title 43 Subdivisions - Future Amendments (Requested by Administration)

Mr. Fred Wagner, Platting Officer, spoke to the proposed amendments to Title 43, Subdivisions, and noted formal amendments would be presented to the Assembly in the future.

D. Transportation Planning Projects (Requested by Administration)

Ms. Jessica Smith, Transportation Planner, gave an overview on the transportation planning projects and the processes followed.

1. Long Range Transportation Plan

Ms. Smith gave a proposed timeline and overview of the process.

2. Regional Aviation System Plan

Ms. Smith provided an overview and timeline for phase two of the project.

3. Subdivision Construction Manual Update

Ms. Smith spoke to the updates to the manual and provided a project schedule and timeline of completion.

4. Internal Technical Team

Ms. Smith and Ms. Probasco spoke to a proposed Internal Technical Team for the purpose of resolving some of the complex issues related to the multi-agency plans.

E. GIS/Planning Projects (Requested by Administration)

1. GIS Layers For Platting

Ms. Probasco spoke to the Geographical Information System (GIS) layering process for platting purposes and noted that some existing discrepancies would be addressed.

2. Transportation Portal

Ms. Smith gave a brief update on the transportation portal on the website and spoke to the proposal and memorandum of agreement process with the State Department of Transportation.

3. Intersection Analysis

Ms. Smith provided information regarding economic development strategies for various traffic intersections within the Borough.

IX. MAYOR, ASSEMBLY, AND STAFF COMMENT

Commissioner Healy thanked everyone for the meeting.

Commissioner Glashon thanked everyone for the meeting and noted there were a lot of forthcoming changes.

Commissioner Chesboro thanked everyone for the meeting and commented that she was learning a lot.

Commissioner Vague apologized for her late arrival to the meeting and thanked

everyone for holding joint meetings with the two bodies.

Assemblymember McKee commented on the long range transportation plan.

Assemblymember Sykes thanked the Commission members for attending the meeting and welcomed the new members. He commented that future planning was good and anticipated future work sessions with the various user groups in order to accomplish future goals.

Assemblymember Kowalke thanked everyone for their participation. He spoke to the collaboration efforts between the Borough and the Department of Transportation. He spoke briefly to the bonding situation brought up by Mr. Stearns and directed the Manager to look into the situation. He announced that Mr. Rich Boothby had accepted the Fire Chief position for the Willow Fire Department.

Assemblymember Mayfield commented that he was impressed that two directors had submitted lower budgets for fiscal year 2018.

Assemblymember Doty addressed the process for the presentation of future amendments to Title 43. She requested a timeline of the process from the Planning department.

Assemblymember Beck thanked the Planning Commission for its hard work and welcomed the new members. He commented that good decisions were being made by the Assembly. He thanked the Borough staff for their time and hard work.

Mayor Halter welcomed the new Commissioners and spoke to the terms of the Commission. He noted that the appointment of the final Planning Commissioner would take place at the next meeting. He thanked the Planning department staff for their hard work. He spoke to the resignation of Mr. Gene Stone, School District Superintendent, and thanked him for his services.

X. ADJOURNMENT

The meeting adjourned at 7:19 p.m.