

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

George Hays, Acting

BOROUGH ATTORNEY

Nicholas Spiropoulos



BOROUGH ASSEMBLY

Tim Hale, District 1
Stephanie Nowers, District 2
George McKee, District 3
Ted Leonard, District 4
Dan Mayfield, 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, AUGUST 4, 2020

I. CALL TO ORDER

The regular meeting of the Matanuska-Susitna Borough Assembly was held on Tuesday, August 4, 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 Stephanie Nowers, Assemblymember George McKee, Assemblymember Ted Leonard, Assemblymember Dan Mayfield, Assemblymember Jesse Sumner, and Assemblymember Tam Boeve

Telephonic: 1 - Assemblymember Tim Hale

III. APPROVAL OF AGENDA

Mayor Halter queried if there were any changes to the agenda.

Assemblymember Boeve moved to remove AM 20-066 from the agenda.

The motion passed by the following vote:

Yes: 7 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Leonard, Assemblymember Mayfield, Assemblymember Sumner, and Assemblymember Boeve

The agenda was approved as amended.

IV. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mr. Butch Shapiro, Solid Waste Manager.

V. MINUTES OF PRECEDING MEETINGS

[20-103](#)

A. Regular Assembly Meeting: 06/16/20

B. Special Assembly Meeting: 06/30/20

C. Special Assembly Meeting: 07/07/20

D. Regular Assembly Meeting: 07/14/20

Mayor Halter queried if there were any changes to the minutes.

The minutes were approved as presented.

VI. REPORTS/CORRESPONDENCE

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

1. Reports From Cities

There were no comments provided.

2. Matanuska-Susitna Borough School District

Mr. Randy Trani, Superintendent, reported on the activities of the Mat-Su School District.

B. COMMITTEE REPORTS

1. Joint Assembly/School Board Committee On School Issues

There were no comments provided.

2. Assembly Public Relations

There were no comments provided.

C. MANAGER COMMENTS

1. State/Federal Legislation

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

2. Strategic Planning Issues

Mr. Kraft spoke to the Artic Winter Games bidding process for 2024 and the invitation from Lt. Governor to host the games.

3. NPI Port Lease - Assembly Guidance

Mr. James Wilson gave update on the NPI Port Lease and asked for Assembly guidance.

Assemblymember McKee moved to allow Mr. Spiropoulos to speak to items discussed in an earlier executive session.

The motion failed by the following vote:

Yes: 2 - Assemblymember McKee, and Assemblymember Sumner

No: 5 - Assemblymember Hale, Assemblymember Nowers, Assemblymember Leonard, Assemblymember Mayfield, and Assemblymember Boeve

Assemblymember Mayfield moved to add an Executive Session for August 18, 2020, regarding the NPI Port Lease.

The motion passed by the following vote:

Yes: 7 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Leonard, Assemblymember Mayfield, Assemblymember Sumner, and Assemblymember Boeve

4. Update on Landfill Development Plan and Landfill Gas Collection Project

Mr. Fred Deran gave update on Landfill Development Plan and Landfill Gas Collection Project.

D. ATTORNEY COMMENTS

There was no comments provided.

E. CLERK COMMENTS

Ms. McKechnie reported on the upcoming meeting schedule and requested to cancel the October 30, 2020, Assembly meeting due to Absentee/Early voting being in Assembly chambers.

There was no objection noted.

F. CITIZEN AND OTHER CORRESPONDENCE

[20-104](#)

1. Chase Community Council: 04/08/20
2. Greater Butte RSA Board of Supervisors: 01/09/20
3. Greater Talkeetna RSA Board of Supervisors: 06/11/20
4. Local Road Service Area Advisory Board: 06/18/20, Resolution No. 20-02 and 20-03
5. Planning Commission: 06/08/20, 06/15/20, Resolution No. 20-19 and 20-20
6. Platting Board: 05/13/20, 06/04/20, Resolution No. 20-03
7. Port Commission: 06/15/20
8. Susitna Community Council: 06/04/20
9. West Lakes FSA Board of Supervisors: 06/08/20

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

G. INFORMATIONAL MEMORANDUMS

[IM 20-150](#)

Informing The Assembly Of Grant Amendments For The 2018 Cook Inlet Earthquake To Be Presented To The Acting Borough Manager For Signature.

[IM 20-151](#)

Informing The Assembly Of A Cooperation Agreement That Will Be Presented To The Borough Manager For Signature, For The Matanuska-Susitna Borough And The Knik Tribal Council To Work Together On The Update To The Borough Historic Preservation Plan.

[IM 20-153](#)

Informing The Assembly Of A Grant Agreement Between The Matanuska-Susitna Borough And The Mat-Su Trails And Parks Foundation In The Amount Of \$5,500 For Improvements On The West Butte Trail.

[IM 20-154](#)

Informing The Assembly Of An Agreement Between The Matanuska-Susitna Borough And Susitna Organics, LLC To Allow Susitna Organics To Collect And Transport Organic Lawn And Yard Litter As Well As Pick Up Wood Chips From The Central Landfill And Big Lake Transfer Station.

[IM 20-156](#)

Informing The Assembly Of Waiver For Award Of Contract And Conclusion Of That Contract To Western Construction For Emergency Repairs To The Talkeetna Revetment.

The informational memorandums were presented.

Meeting went into Recess at 7:39 p.m. and reconvened at 7:45 p.m.

VII. SPECIAL ORDERS

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

B. PUBLIC HEARINGS (Three Minutes Per Person.)

[OR 20-067](#) An Ordinance Accepting And Appropriating 2018 Cook Inlet Earthquake Disaster Relief Monies In The Amount Of \$2,430.71 From The Federal Emergency Management Agency And \$810.24 From The Alaska State Division Of Homeland Security And Emergency Management, To Fund 445, Project No. 55026.

RS 20-067: A Resolution Approving The Scope Of Work And Budget For A Portion Of The 2018 Cook Inlet Earthquake Disaster Relief Monies, Project No. 55026.

Ms. McKechnie read the legislation into the record.

Ms. Cheyenne Heindel gave staff report.

Mayor Halter opened the public hearing.

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

Assemblymember Mayfield moved to adopt Ordinance Serial No. 20-067 and Resolution Serial No. 20-067. The motion passed by the following vote:

Yes: 7 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Leonard, Assemblymember Mayfield, Assemblymember Sumner, and Assemblymember Boeve

C. AUDIENCE PARTICIPATION (Three Minutes Per Person.)

The following person spoke to the subdivision construction manual: Mr. Steven Edwards, Chair for the local RSA Advisory Board.

The following person spoke concerns for Resolution Serial No. 20-072: Mr. Esther Huddleson.

The following person spoke in support of Resolution Serial No. 20-072: Mr. Charles Legend.

The following person spoke to the public process and to COVID-19 issues in the Matanuska-Susitna Borough: Mr. Eugene Carl Haberman.

D. CONSENT AGENDA

1. RESOLUTIONS

[RS 20-072](#) A Resolution Amending The Scope Of Work For The Jonesville Public Use Area Project, Fund 480, Project No. 47031.

Sponsors: Hale and Mayfield

2. ACTION MEMORANDUMS

[AM 20-058](#) Approval Of Contract Nos. 21-047C And 21-048C To Alaska IT Group And Resource Data, Inc., In The Amount Of \$441,000 For The Continuation Of Govern To OpenForms Upgrade Project.

[AM 20-068](#) Authorization To Purchase Sodium Chloride From Bering Marine Corporation For The Amount Of \$497,490.

[AM 20-069](#) Authorizing The Borough Manager To Enter Into An Agreement With Delta Medical LLC For The Contract Period Of July 1, 2020, To June 30, 2021, In The Amount Of \$15,000 For Emergency Medical Services In The Lake Louise Area.

[AM 20-070](#) Approval Of Change Order No. 1 To Western Construction & Equipment LLC In The Amount Of \$275,190 Adding Additional Quantities And Work As Part Of The 2020 Roads Paving Project.

[AM 20-071](#) Approval Of Change Order No. 1 To K&H Civil Constructors LLC In The Amount Of \$137,407 Adding Additional Quantities And Work As Part Of The Carillon Drive Improvements.

[AM 20-074](#) Authorizing The Borough Manager To Enter Into An Agreement With The City Of Houston For Preventative Vehicle Maintenance Through June 30, 2021, In The Amount Of \$30,000.

[AM 20-075](#) Award Of Proposal No. 20-146P To Kinney Engineering, LLC. In The Contract Amount Of \$131,048 For Official Streets And Highways Plan Update.

[AM 20-076](#) Authorization To Purchase A 120 Cubic Yard Walking Floor Transfer Trailer From Bob's Services LLC In The Amount Of \$119,465, For Solid Waste.

[AM 20-077](#) Acceptance Of Late Filed And Retroactive Senior Citizen And Disabled Veteran Exemption Applications.

[AM 20-078](#) Approve Utility Relocate Cost Of \$443,423.40 To Matanuska Telephone Association For Silver Drive And Sasbo Bluff Loop.

[AM 20-079](#) Approval Of Contract Extension Of Contract No. 20-032P to Alaska Quality Builders For The Design Build Willow Log Cabin Rehabilitation, To November 15, 2021.

[AM 20-080](#) Authorizing The Borough Manager To Enter Into A 10-Year Lease Agreement With The City Of Wasilla For Office Space For Emergency Management Beginning August 1, 2020, And Ending June 30, 2030.

[AM 20-082](#) Approval of Election Officials For The November 3, 2020, Regular Borough Election.

Ms. McKechnie read the legislation into the record.

Assemblymember Mayfield 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 Leonard, Assemblymember Mayfield, Assemblymember Sumner, and Assemblymember Boeve

[AM 20-073](#) Authorization To Purchase Four Areawide Fleet Vehicles From Kendall Ford For The Amount Of \$114,684.

Assemblymember McKee moved to adopt AM No. 20-073. The motion passed by the following vote:

Yes: 5 - Assemblymember Hale, Assemblymember Nowers, Assemblymember Leonard, Assemblymember Mayfield, and Assemblymember Boeve

No: 2 - Assemblymember McKee, and Assemblymember Sumner

VIII. UNFINISHED BUSINESS

There were no unfinished business presented.

IX. VETO

A. Line Item Veto Issued To IM 20-139

[OR 20-069](#) An Ordinance To Appropriate \$23,732,472 In CARES Act Money For Capital And Operating Expenditures To Fund 475, Project No. 47532.
RS 20-069: A Resolution Establishing The Scope Of Work And Budget For Capital And Operating Expenditures Utilizing CARES Act Money.

There was no motion made to override the veto. The veto stands.

X. NEW BUSINESS

A. INTRODUCTIONS (For Public Hearing 8/18/20 Assembly Chambers)

[OR 20-015](#) An Ordinance Amending MSB 43.05.015, Purpose And Scope, To Reference The 2020 Subdivision Construction Manual.

[OR 20-072](#) An Ordinance Accepting And Appropriating \$574,400 In Anticipated Project Income During Fiscal Year 2021 For The Rail Extension Project From Port Mackenzie To The Mainline, Project No. 75001.
RS 20-073: A Resolution Establishing The Scope Of Work And Budget For Anticipated Project Income During Fiscal Year 2021 For The Rail Extension Project From Port Mackenzie To The Mainline.

[OR 20-073](#) An Ordinance Accepting And Appropriating \$160,000 From The Alaska State Department Of Military And Veteran's Affairs, Emergency Management Performance Grant Program, And Requesting A Reappropriation Of \$149,500 From The Emergency Management Fiscal Year 2021 Operating Budget, And \$10,500 From The Emergency Services Administrative Fiscal Year 2021 Operating Budget To Fund 425, Project No. 45285, For Emergency Management Wages And Benefits.

RS 20-074: A Resolution Approving The Scope Of Work And Budget For The Alaska State Department Of Military And Veteran's Affairs, Emergency Management Performance Grant, Fund 425, Project No. 45285, For Emergency Management Wages And Benefits.

[OR 20-074](#) An Ordinance Accepting And Appropriating \$294,374 From The State Of Alaska Department Of Health And Social Services To Fund 475, Project No. 20398, For The Human Services Community Matching Grant Programs.
RS 20-075: A Resolution Approving The Scope Of Work And Budget For Participation In The Human Services Community Matching Grant Program.

- [OR 20-075](#) An Ordinance Accepting And Appropriating \$40,000 From The Alaska State Department Of Health And Social Services Grant Program To Fund 425, Project No. 45284, For Supplies, Furniture, Printing, And Personnel Costs To Allow For The Implementation And Management Of Points Of Dispensing And Medical Countermeasures.
RS 20-076: A Resolution Approving The Scope Of Work And Budget For The Alaska State Department Of Health And Social Services Grant, Project No. 45284, Fund 425, For Supplies, Furniture, Printing, And Personnel Costs To Allow For The Implementation And Management Of Points Of Dispensing And Medical Countermeasures.
- [OR 20-076](#) An Ordinance Approving An Appropriation Of \$95,000 From The Central Mat-Su Fire Service Area Fund Balance To Fund 250, Project No. 10140, Fund 405, To Cover The Contingency Percentage Of The Contract For The Repair, Upgrades, And Addition To The Central Mat-Su Fire Station 6-1.
RS 20-077: A Resolution Amending The Budget For Project No. 10140, Fund 405, To Cover The Contingency Percentage Of The Contract For The Repair, Upgrades, And Addition To The Central Mat-Su Fire Station 6-1.
- [OR 20-077](#) An Ordinance Accepting And Appropriating \$5,500 From The Mat-Su Trails And Parks Foundation, To Fund 440, Project No. 15015, West Butte Trail Project.
RS 20-078: A Resolution Approving The Scope Of Work And Budget For West Butte Trail Project, Fund 440, Project No. 15015.
- [OR 20-078](#) An Ordinance Approving An Appropriation Of \$625,000 From The West Lakes Fire Service Area Fund Balance, Fund 249, To Project No. 45200, Fund 405, To Purchase And Upgrade A Building For A New West Lakes Fire Station.
RS 20-079: A Resolution Approving The Scope Of Work And Budget For Project No. 45200, Fund 405, To Purchase And Upgrade A Building For A New West Lakes Fire Station.
- [OR 20-079](#) An Ordinance Appropriating \$10,000 From The Reserve For Assembly Project Fund, 100.262.980 To The Alpine Historical Society For Replacement Of The O'Neil House Roof.

[OR 20-080](#)

An Ordinance Approving An Appropriation Of \$99,000 From The Willow Fire Service Area Fund Balance, Fund 258, To Project No. 45287, Fund 405, To Replace The Septic System At Willow Fire Station 12-1.

RS 20-080: A Resolution Approving The Scope Of Work And Budget For Project No. 45287, Fund 405, To Replace The Septic System At Willow Fire Station 12-1.

Ms. McKechnie read the legislation into the record.

Assemblymember Mayfield moved to introduce the legislation as read into the record by the Clerk to set the public hearing for August 18, 2020. The motion passed by the following vote:

Yes: 7 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Leonard, Assemblymember Mayfield, Assemblymember Sumner, and Assemblymember Boeve

B. MAYORAL NOMINATIONS AND APPOINTMENTS

1. VACANCY REPORT

[20-105](#)

Mayoral Requests for Confirmation

West Lakes FSA #136

Randy Newcomb

Caswell Lakes RSA #15

Mike Kangas - Resignation

Greater Butte RSA # 26

Donald Craig - Resignation

Assemblymember Mayfield moved to confirm the appointments and resignations requested by the Mayor.

The motion passed by the following vote:

Yes: 7 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Leonard, Assemblymember Mayfield, Assemblymember Sumner, and Assemblymember Boeve

C. OTHER NEW BUSINESS

1. RECRUITMENT OF A NEW BOROUGH MANAGER

Ms. Sonya Conant spoke to scheduling a meeting to discuss applicants in an Executive session meeting on August 25, 2020, at 3 p.m.

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

There were no referrals.

XI. RECONSIDERATION

[AM 20-051](#) Award Of Proposal No. 20-117P To HDL Engineering Consultants LLC, Lounsbury & Associates Inc., And Stantec Consulting Services Inc. In The Contract Amount Not To Exceed \$500,000 Per Year Per Firm For Engineering Services Term Contract For Public Works.

Assemblymember McKee moved to reconsider AM Serial No. 20-051. The motion failed by the following vote:

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

No: 4 - Assemblymember Nowers, Assemblymember Leonard, Assemblymember Mayfield, and Assemblymember Boeve

XII. MAYOR, ASSEMBLY, AND STAFF COMMENTS

Assemblymember McKee spoke to concerns regarding change orders to contacts.

Assemblymember Nowers noted the small business grant applications will be open August 10, 2020. Requested more written information about the NPI Port contracts.

Assemblymember Hale expresses his thanks to the Assembly for passing Resolution Serial No. 20-072.

XIII. EXECUTIVE SESSION

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

B. Potential Federal Regulatory Commission Litigation

Assemblymember Mayfield moved to enter into executive session for subjects 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. Those presented in the executive session will be the Mayor, the Assembly, the acting Manager, the acting Deputy Manager, the Attorney, the Clerk, and the Finance Director.

The motion passed by the following vote:

The Assembly entered into executive session at 8:59 p.m.

Assembly member Mayfield moved to exit executive session.

The motion passed by the following vote:

Yes: 7 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Leonard, Assemblymember Mayfield, Assemblymember Sumner, and Assemblymember Boeve

The Assembly exited executive session at 9:59 p.m.

XIV. ADJOURNMENT

The meeting adjourned at 9:49 p.m.