

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, SEPTEMBER 1, 2020

I. CALL TO ORDER

The regular meeting of the Matanuska-Susitna Borough Assembly was held on Tuesday, September 1, 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 Dan Mayfield, Assemblymember Jesse Sumner, and Assemblymember Tam Boeve

Excused: 1 - Assemblymember Ted Leonard

III. APPROVAL OF AGENDA

The agenda was approved as presented without objection.

IV. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Mr. Alex Strawn, Planning and Land Use Director.

V. MINUTES OF PRECEDING MEETINGS

[20-114](#)

A. Assembly Regular Meeting: 08/04/20

B. Assembly Regular Meeting: 08/18/20

The minutes were approved as presented without objection.

VI. REPORTS/CORRESPONDENCE

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

1. Reports From Cities

There were no reports provided.

2. Matanuska-Susitna Borough School District

There was no report provided.

3. State of Alaska

Mr. Todd Smoldon, Executive Director of Governor Dunleavy's Mat-Su Office, thanked the Assembly for the thoughtful process that they are using for distributing CARES Act Funds.

B. COMMITTEE REPORTS

1. Joint Assembly/School Board Committee On School Issues

There was no report provided.

2. Assembly Public Relations

There were no reports provided.

C. MANAGER COMMENTS

1. State/Federal Legislation

2. Strategic Planning Issues

Mr. Russ Krafft, Acting Deputy Borough Manager, reported that Mr. Alex Strawn was recently promoted to the position of Planning and Land Use Director. Welcomed Ms. Ann Jorgenson, who was hired as the Animal Care and Regulation Manager.

Mr. Jude Bilafer, Capital Projects Director, reported on the post-earthquake status of Houston Middle School.

D. ATTORNEY COMMENTS

Mr. Spiropoulos reported on the activities of his office.

E. CLERK COMMENTS

Ms. McKechnie spoke to the upcoming meeting schedule.

F. CITIZEN AND OTHER CORRESPONDENCE

[20-116](#)

1. Enhanced 911 Advisory Board: 06/09/20
2. Greater Talkeetna RSA Board of Supervisors: 07/09/20
3. Knik-Fairview Community Council: 01/15/20, 02/05/20, 06/17/20, 07/15/20, 08/05/20, Resolution No. 20-01
4. Local Emergency Planning Committee: 01/15/20
5. Planning Commission: 08/03/20, Resolution Nos. 20-027, 20-28
6. Platting Board: 06/18/20
7. Susitna Community Council: 07/02/20
8. Trapper Creek RSA Board of Supervisors: 02/12/20
9. West Lakes FSA Board of Supervisors: 07/13/20

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

G. INFORMATIONAL MEMORANDUMS

[IM 20-167](#)

Informing The Assembly Of A Grant Amendment To Be Presented To The Acting Borough Manager For Signature For Closure Of The 2019 Emergency Management Performance Grant.

[IM 20-170](#)

Informing The Assembly That Two Grant Amendments And One Memorandum Of Agreement For The Community Assistance Program Will Be Presented To The Acting Borough Manager For Signature.

The informational memorandums were presented and no comments were noted.

VII. SPECIAL ORDERS

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

There were no persons to be heard.

B. PUBLIC HEARINGS (Three Minutes Per Person.)

[OR 20-016](#)

An Ordinance Adopting MSB 11.12, Driveway Standards, In Order To Ensure Driveways Within Borough Rights-Of-Way Minimize Negative Impact To Drainage, Maintenance, And Safety Of The Traveling Public. Ms. McKechnie read the legislation into the record.

Mr. Alex Strawn, Planning and Land Use Director, provided a staff report.

Mayor Halter opened the public hearing.

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

Assemblymember Mayfield moved to continue the public hearing for Ordinance Serial No. 20-016 to September 15, 2020. The motion passed by the following vote:

Yes: 6 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Mayfield, Assemblymember Sumner, and Assemblymember Boeve

[OR 20-081](#)

An Ordinance Accepting And Appropriating \$754,435 From The Alaska State Department Of Military And Veterans Affairs, Division Of Homeland Security And Emergency Management, Public Assistance Grant Program, For Reimbursement Of Cost Share Paid By The Borough To The Alaska State Department Of Transportation For Repairs To Earthquake Damaged Roads And Bridges.

RS 20-081: A Resolution Authorizing The Manager To Sign A Grant Agreement With The Alaska State Department Of Military And Veterans Affairs, Division Of Homeland Security And Emergency Management, Public Assistance Grant Program, For Reimbursement To Fund 445, 2018 Cook Inlet Earthquake Repairs Project, Project No. 55027, For Cost Share Of Federal Highway Administration Funded Earthquake Repairs.

Ms. McKechnie read the legislation into the record.

Mayor Halter opened the public hearing.

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

Assemblymember Boeve moved to adopt Ordinance Serial No. 20-081 and Resolution Serial No. 20-081. The motion passed by the following vote:

Yes: 6 - Assemblymember Hale, Assemblymember Nowers,
Assemblymember McKee, Assemblymember Mayfield,
Assemblymember Sumner, and Assemblymember Boeve

[OR 20-082](#) An Ordinance Approving A Supplemental Appropriation Of \$100,000 From The Unrestricted Net Assets In The Solid Waste Enterprise Fund, Fund 510, To Budget Fund 510.150.401 426.900, To Support Operations To Chip, Grind, Or Burn Dead Slash From Beetle Killed Trees Disposed Of By Mat-Su Borough Residents.
RS 20-082: A Resolution Approving The Scope Of Work And Budget For A Supplemental Appropriation Of \$100,000 From The Unrestricted Net Assets In The Solid Waste Enterprise Fund, Fund 510, To Budget Fund 510.150.401 426.900, To Support Operations To Chip, Grind, Or Burn Dead Slash From Beetle Killed Trees Disposed Of By Mat-Su Borough Residents.

Sponsors: Boeve

Ms. McKechnie read the legislation into the record.

Mr. Terry Dolan, Public Works Director, provided a staff report.

Mayor Halter opened the public hearing.

The following person spoke in support of Ordinance Serial No. 20-082 and Resolution Serial No. 20-082: Mr. Mike Klawitter.

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

Assemblymember Boeve moved to adopt Ordinance Serial No. 20-082 and Resolution Serial No. 20-082. The motion passed by the following vote:

Yes: 6 - Assemblymember Hale, Assemblymember Nowers,
Assemblymember McKee, Assemblymember Mayfield,
Assemblymember Sumner, and Assemblymember Boeve

[OR 20-083](#)

An Ordinance Approving An Appropriation Of \$550,000 From The West Lakes Fire Service Area Fund Balance, Fund 249, To Project No. 45244, Fund 405, To Purchase An Apparatus And Related Equipment.

RS 20-083: A Resolution Approving The Scope Of Work And Budget For Project No. 45244, Fund 405, To Purchase An Apparatus And Related Equipment.

Ms. McKechnie read the legislation into the record.

Mr. Ken Barkley, Emergency Services Director, provided a staff report.

Mayor Halter opened the public hearing.

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

Assemblymember Mayfield moved to adopt Ordinance Serial No. 20-083 and Resolution Serial No. 20-083. The motion passed by the following vote:

Yes: 6 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Mayfield, Assemblymember Sumner, and Assemblymember Boeve

[OR 20-084](#)

An Ordinance Waiving The Provision Of MSB 43.20.020(B), To Replace A Series Of Culverts Within A Fish-Bearing Drainage Along Trapline Drive.

Ms. McKechnie read the legislation into the record.

Mr. Terry Dolan, Public Works Director, provided a staff report.

Mayor Halter opened the public hearing.

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

Assemblymember Mayfield moved to adopt Ordinance Serial No. 20-084. The motion passed by the following vote:

Yes: 6 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Mayfield, Assemblymember Sumner, and Assemblymember Boeve

C. AUDIENCE PARTICIPATION (Three Minutes Per Person.)

The following person spoke to concerns with the Talkeetna dike repair:
Ms. Rebecca Bozad.

The following person spoke to prior repairs that were made to the
Talkeetna dike and what repairs it is currently in need of: Mr. Jim
Psenak.

D. CONSENT AGENDA

1. RESOLUTIONS

There were no resolutions presented.

2. ACTION MEMORANDUMS

- [AM 20-091](#) Request To Vacate An Erroneously Platted 66-Foot Wide Section Line Easement Show On The Plat Of Scott Lake Subdivision, Plat No. 71-88; The Public Use Easement Recorded At Book 434, Page 559; And The Public Use Easement Recorded At Reception No. 2011-007390-0, Located Within The South 1/2 Southeast 1/4 Section 28 And North 1/2 Northeast 1/4 Section 33, Township 18 North, Range 2 West, Seward Meridian, Alaska, Lying North And South Of North Meadow Lakes Loop And West Of North Phillips Drive.
- [AM 20-095](#) Award Of Bid No. 21-013B To Valley General Construction LLC. In The Contract Amount Of \$636,487.40 For West Silver Drive - North Sasbo Bluff Loop Upgrades.
- [AM 20-096](#) Award of Bid No. 21-031B to Northern Asphalt Construction, Inc. In the contract amount of \$349,426 For Birch Lake Drive, Simms Road, and Spruce Court Improvements.
- [AM 20-097](#) Award Of Bid No. 21-040B To Western Construction & Equipment, LLC. In The Contract Amount Of \$256,580 For Carmel Road Paving.
- [AM 20-098](#) Acceptance Of Late Filed And Retroactive Senior Citizen And Disabled Veteran Exemption Applications.
- [AM 20-099](#) Award Of Bid No. 21-034B To Diversified Construction, Inc. In The Contract Amount Of \$134,825 For Port Mackenzie Dock Repairs In 2020.

[AM 20-100](#)

Award Of Bid No. 21-015B To Roger Hickel Contracting, Inc. In The Contract Amount Of \$ 4,955,315 For Willow Library Construction And Community Center Upgrades.
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: 6 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Mayfield, Assemblymember Sumner, and Assemblymember Boeve

[AM 20-090](#)

Award Of Bid No. 21-039B To Jim Psenak Construction, LLC. In The Contract Amount Of \$135,012.50 For The 2020 Talkeetna Dike Repair.
Ms. McKechnie read the legislation into the record.

CONFLICT OF INTEREST: Assemblymember Nowers declared a conflict of interest as her husband's company bid on the project.

RULING: Mayor Halter ruled that Assemblymember Nowers did not have a conflict of interest.

Mr. Terry Dolan, Public Works Director, provided a staff report.

Mr. Doug Simon, Professional Engineer with HDL Engineering Consultants, reported on the technical aspect of the required repairs.

Assemblymember Boeve moved to adopt AM No. 20-090. The motion passed by the following vote:

Yes: 6 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Mayfield, Assemblymember Sumner, and Assemblymember Boeve

[AM 20-093](#)

Approval To Change The Scope Of Work For Contract No. 20-001P With Bezek, Durst, Seiser Inc. For Houston Middle School Design, Repair, And Reconstruction, Project No. 55026 In The Contract Amount Of \$213,728 To Allow Demolition And Reconstruction Of The Houston Middle School Administrative Wing.
Ms. McKechnie read the legislation into the record.

Mr. Jude Bilafer, Capital Projects Director, provided a staff report.
Assemblymember Mayfield moved to adopt AM No. 20-093. The motion passed by the following vote:

Yes: 6 - Assemblymember Hale, Assemblymember Nowers,
Assemblymember McKee, Assemblymember Mayfield,
Assemblymember Sumner, and Assemblymember Boeve

VIII. UNFINISHED BUSINESS

There was no unfinished business.

IX. VETO

There were no vetoes presented.

X. NEW BUSINESS

A. INTRODUCTIONS (For Public Hearing 09/15/20, Assembly Chambers)

[OR 20-085](#) An Ordinance Amending MSB 3.60.150(B), Marijuana Sales Tax, To Allow Sales Tax To Be Incorporated Into The Total Price Of Retail Products.

Sponsors: Mayfield

[OR 20-086](#) An Ordinance Approving An Appropriation Of \$30,000 From The Sutton Fire Service Area Fund Balance, Fund 253, To Project No. 45051, Fund 405, To Replace A Chassis And Upgrade Equipment On A Sutton Fire Service Area Emergency Response Vehicle.

RS 20-087: A Resolution Approving The Scope Of Work And Budget For Project No. 45051, Fund 405, To Replace A Chassis And Upgrade Equipment On A Sutton Fire Service Area Emergency Response Vehicle.

[OR 20-087](#) An Ordinance Appropriating \$5,900,000 From The Matanuska-Susitna Borough School District To Fund 445, Project No. 55026, For Reconstruction And Repairs To Houston Middle School.
Ms. McKechnie read the legislation into the record.

Assemblymember Mayfield moved to introduce the legislation as read into the record by the Clerk and to set the public hearings for September 15, 2020. The motion passed by the following vote:

Yes: 6 - Assemblymember Hale, Assemblymember Nowers,
Assemblymember McKee, Assemblymember Mayfield,
Assemblymember Sumner, and Assemblymember Boeve

B. MAYORAL NOMINATIONS AND APPOINTMENTS

1. Vacancy Report

[20-118](#)

Mayoral Requests for Confirmation

Sponsors: Halter

Big Lake RSA No. 21

William Heairet

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

Yes: 6 - Assemblymember Hale, Assemblymember Nowers, Assemblymember McKee, Assemblymember Mayfield, Assemblymember Sumner, and Assemblymember Boeve

C. OTHER NEW BUSINESS

1. Recruitment of a New Borough Manager

Mr. Spiropoulos advised that the candidate list has been whittled down to seven candidates. Spoke to the upcoming meeting on September 10 regarding recruitment of a new Borough Manager.

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

There were no referrals.

XI. RECONSIDERATION

There were no reconsiderations.

XII. MAYOR, ASSEMBLY, AND STAFF COMMENTS

Mr. Krafft noted that on the next regular meeting agenda, there will be the award of four road service area contracts that have been issued under the new qualifications that the Assembly requested. Advised that the process worked very well. Stated that three contracts are going to existing contractors and that one contract is being awarded to a new contractor.

Assemblymember Hale congratulated Mr. Strawn on his promotion.

Assemblymember Sumner congratulated Mr. Strawn on his promotion and welcomed Ms. Jorgenson to her new position as the Animal Care and Regulation Manager.

Assemblymember Nowers thanked Mr. Krafft for the report on the road service area contracts. Congratulated Mr. Strawn and welcomed Ms. Jorgenson regarding their new positions. Spoke to her history of attending meetings with the Gateway Community Council regarding the University of Fairbanks Experimental Farm exploring the possibility of a gravel pit on their property. Expressed her concerns that a gravel pit could impact heavily used trails.

Assemblymember Boeve thanked the body for their support of the legislation for disposing of beetle-killed spruce. Spoke to the history of her involvement with the repairs to the Talkeetna dike.

Mayor Halter related that he is pleased that the Willow Library project is moving forward. Spoke to concerns with the lack of an update regarding the Shirley Towne Bridge project. Opined that the process for repairing Houston Middle School seems slow. Noted that there is a lot of talking about it and that the push to complete it needs to occur.

XIII. EXECUTIVE SESSION

There was no executive session.

XIV. ADJOURNMENT

The meeting adjourned at 7:24 p.m.