



CITY OF
WASILLA
· ALASKA ·

MAYOR

Verne E. Rupright

COUNCIL

Taffina Katkus, Seat A

Leone Harris, Seat C

Dianne Woodruff, Seat E

Douglas W. Holler, Deputy Mayor, Seat B

Colleen Sullivan-Leonard, Seat D

Brandon Wall, Seat F

**WASILLA CITY COUNCIL
MEETING AGENDA**

WASILLA CITY COUNCIL CHAMBERS

Wasilla City Hall, 290 E. Herning Avenue, Wasilla, AK 99654

907.373.9090 www.cityofwasilla.com

REGULAR MEETING

6 P.M.

AUGUST 27, 2012

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF AGENDA

V. SPECIAL ORDERS OF THE DAY

VI. COMMISSION AND AGENCY REPORTS

A. Airport Advisory Commission

B. Parks and Recreation Commission

C. Planning Commission

VII. PUBLIC PARTICIPATION

A. Public Hearings

1. **Ordinance Serial No. 12-24:** Amending the FY2013 Budget for increases in health insurance, workers' compensation insurance and general insurance policies of the City in the net amount of \$323,075.

2. **Ordinance Serial No. 12-25:** Amending the FY2013 Wasilla Meta-Rose Public Library budget by accepting \$75,000 from the Matanuska-Susitna Borough.
3. **Ordinance Serial No. 12-26:** Amending WMC 4.20.041.C, questioned voting, in regard to the voter oath for questioned voters.
4. **Ordinance Serial No. 12-27:** Amending the official zoning map of the City of Wasilla, Alaska to change the zoning district from Rural Residential (RR) to Commercial (C), for Lots 1-6, Pioneer Bluff Subdivision, Township 17 North, Range 1 West, Section 10, Seward Meridian, Alaska totaling approximately 8.52 acres. Generally located on the south side of the Palmer-Wasilla Highway between the Parks Highway and Knik-Goose Bay Road. *(Clerk's note: The City Council will be requested to continue this item under public hearing to the Wasilla City Council meeting of September 10, 2012.)*

B. Persons to be Heard

VIII. CONSENT AGENDA

- A. Minutes of Preceding Meetings:
 1. Regular Meeting: August 13, 2012
- B. Introduction of Ordinances: Recommended for Public Hearing on September 10, 2012:
 1. **Ordinance Serial No. 12-28:** Amending the FY2013 budget by appropriating an amount not to exceed \$100,000 and creating the Hermon Road Sewer Connection Special Assessment District; approving the improvement plan for the district, authorizing the City to proceed with the improvement, and establishing a method of assessment for the benefited property, Lot 1 and Tract E, Creekside Town Square.
 2. **Ordinance Serial No. 12-29:** Amending the FY2013 budget for Hewlett and Packard Blade Servers and Storage Area Network (SAN) switch maintenance, hardware, and software support, in the net amount of \$14,000.

C. Resolutions

1. **Resolution Serial No. 12-24:** Authorizing the Mayor to execute an agreement with the Jonesers for leased space in the Meta Rose Square in the amount of \$2,970 for twelve months.

D. Action Memorandums

1. **AM No. 12-34:** Authorization to extend the lease with the Jonesers at the Meta Rose Square for twelve months.
2. **AM No. 12-35:** Approval of the City of Wasilla Records Retention Schedule Version 3.0.
3. **AM No. 12-36:** Confirming the City Clerk's appointment of a Deputy City Clerk.

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

XI. COMMUNICATIONS

A. Informational Memorandums

1. **IM No. 12-12:** Monthly financial reports for the period ending June 2012 to include the month-to-date expenditure report and disbursements greater than \$5,000.

B. Commission Minutes

1. Airport Advisory Commission: May 17, 2012
2. Planning Commission: August 14, 2012

XII. AUDIENCE COMMENTS

XIII. MAYOR, CLERK AND ATTORNEY COMMENTS

XIV. COUNCIL COMMENTS

XV. EXECUTIVE SESSION

- A. Annual Evaluation of City Clerk (Subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion.)

XVI. ADJOURNMENT

I. CALL TO ORDER

The Regular Meeting of the Wasilla City Council was held on Monday, August 27, 2012, at the Wasilla City Council Chambers, Wasilla, Alaska. Deputy Mayor Holler called the meeting to order at 6 p.m.

II. ROLL CALL

Council Members present and establishing a quorum were:

- Ms. Taffina Katkus, Seat A
- Mr. Douglas Holler, Deputy Mayor, Seat B
- Ms. Leone Harris, Seat C (*via teleconference*)
- Ms. Dianne Woodruff, Seat E
- Mr. Brandon Wall, Seat F (*via teleconference*)

Deputy Mayor Holler asked if there was any objection to Ms. Colleen Sullivan-Leonard, Seat D, being absent. There was no objection noted and Ms. Colleen Sullivan-Leonard was excused.

Staff in attendance were:

- Ms. Kristie Smithers, City Clerk
- Ms. Amanda E. Charles, Deputy Clerk
- Mr. Bert Cottle, Interim Deputy Administrator
- Mr. Troy Tankersley, Finance Director
- Mr. Archie Giddings, Public Works Director
- Mr. John Combs, Recreation and Cultural Services Director
- Mr. Gene Belden, Interim Police Chief
- Mr. Richard Payne, City Attorney
- Ms. Sarah Whiteley, Administrative Aide

III. PLEDGE OF ALLEGIANCE

Deputy Mayor Holler asked Ms. Amanda Charles to lead the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

Deputy Mayor Holler requested that the executive session be removed from the agenda and asked if there were any further changes to the agenda.

GENERAL CONSENT: The agenda was approved as amended without objection.

V. SPECIAL ORDERS OF THE DAY

There were no special orders of the day.

VI. COMMISSION AND AGENCY REPORTS

A. Airport Advisory Commission

Mr. Archie Giddings reported that the commission met to discuss the Airport Master Plan and to discuss the paving of the airport access road.

B. Parks and Recreation Commission

Mr. John Combs:

- reported that the Pop Warner Mat-Su Steelers Youth Football Organization approached the City of Wasilla with the proposition to make the City of Wasilla their home turf;
- stated that they had identified 10 acres near Bumpus Ball fields as a potential site;
- added that the Parks and Recreation Commission would be considering the proposition of leased land to the Pop Warner Mat-Su Steelers Youth Football Organization at their next meeting;
- spoke to the benefits of leasing the land;
- advised the Council that a resolution regarding the lease of the land would be coming forward for their consideration at a future date;
- commented on future improvements to the Curtis D. Menard Memorial Sports Center (Sports Center);
- spoke regarding upcoming events at the Sports Center; and
- informed the Council on recent and upcoming improvements to Carter Park and Newcomb Park.

C. Planning Commission

There was no report provided.

D. Friends of Wasilla Public Library¹

Ms. Jeanne Troshynski, President:

- stated that their annual meeting would be September 17, 2012, at 7 p.m.;
- added that their next used book sale would be September 20, 2012; and
- commented on a youth program that took place at the library.

¹ A report from the Friends of Wasilla Public Library was added to the agenda during the meeting.

VII. PUBLIC PARTICIPATION

A. Public Hearings

1. **Ordinance Serial No. 12-24:** Amending the FY2013 budget for increases in health insurance, workers' compensation insurance and general insurance policies of the City in the net amount of \$323,075.

Deputy Mayor Holler opened the public hearing on Ordinance Serial No. 12-24. There being no one present who wished to speak, Deputy Mayor Holler closed the public hearing and discussion moved to the Council.

MOTION: Council Member Woodruff moved to adopt Ordinance Serial No. 12-24.

Discussion ensued.

VOTE: The motion to adopt Ordinance Serial No. 12-24 passed unanimously.

2. **Ordinance Serial No. 12-25:** Amending the FY2013 Wasilla Meta-Rose Public Library budget by accepting \$75,000 from the Matanuska-Susitna Borough.

Deputy Mayor Holler opened the public hearing on Ordinance Serial No. 12-25. There being no one present who wished to speak, Deputy Mayor Holler closed the public hearing and discussion moved to the Council.

MOTION: Council Member Katkus moved to adopt Ordinance Serial No. 12-25.

VOTE: The motion to adopt Ordinance Serial No. 12-25 passed unanimously.

3. **Ordinance Serial No. 12-26:** Amending WMC 4.20.041.C, Questioned Voting, in regard to the voter oath for questioned voters.

Deputy Mayor Holler opened the public hearing on Ordinance Serial No. 12-26. There being no one present who wished to speak, Deputy Mayor Holler closed the public hearing and discussion moved to the Council.

MOTION: Council Member Woodruff moved to adopt Ordinance Serial No. 12-26.

VOTE: The motion to adopt Ordinance Serial No. 12-26 passed unanimously.

4. **Ordinance Serial No. 12-27:** Amending the official zoning map of the City of Wasilla, Alaska to change the zoning district from Rural Residential (RR) to Commercial (C), for Lots 1-6, Pioneer Bluff Subdivision, Township 17 North, Range 1 West, Section 10, Seward Meridian, Alaska totaling approximately 8.52 acres. Generally located on the south side of the Palmer-Wasilla Highway

between the Parks Highway and Knik-Goose Bay Road. *(Clerk's note: The City Council will be requested to continue this item under public hearing to the Wasilla City Council meeting of September 10, 2012.)*

Council Member Katkus noted for the record that she attended the church which was subject to this rezone.

Mr. Payne recommended that all commentary on this ordinance be held until the September 10, 2012, regular meeting, due to the lack of proper public notice.

MOTION: Council Member Woodruff moved to postpone the public hearing on Ordinance Serial No. 12-27 to a time certain of September 10, 2012.

Ms. Tina Crawford, City Planner, provided commentary regarding the public notice of Ordinance Serial No. 12-27.

VOTE: The motion to postpone the public hearing on Ordinance Serial No. 12-27 to a time certain of September 10, 2012, passed unanimously.

B. Persons to be Heard

Mr. Jared Metcalf, Boy Scouts of America, Troop 33, spoke regarding an Eagle Scout project which would potentially take place at Wasilla Lake, specifically creating a sand beach.

VIII. CONSENT AGENDA

A. Minutes of Preceding Meetings:

1. Regular Meeting: August 13, 2012

B. Introduction of Ordinances: Recommended for Public Hearing on September 10, 2012:

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D. Action Memorandums

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2. **AM No. 12-35:** Approval of the City of Wasilla Records Retention Schedule Version 3.0.
3. **AM No. 12-36:** Confirming the City Clerk's appointment of a Deputy City Clerk.

MOTION: Council Member Woodruff moved to adopt the consent agenda as read into the record by the City Clerk.

GENERAL CONSENT: There was no objection noted.

IX. UNFINISHED BUSINESS

There was no unfinished business.

X. NEW BUSINESS

There was no new business.

XI. COMMUNICATIONS

A. Informational Memorandums

1. **IM No. 12-12:** Monthly financial reports for the period ending June 2012 to include the month-to-date expenditure report and disbursements greater than \$5,000.

A. Commission Minutes

1. Airport Advisory Commission: May 17, 2012
2. Planning Commission: August 14, 2012

There was no action taken on the communication items.

XII. AUDIENCE COMMENTS

There were no comments provided.

XIII. MAYOR, CLERK AND ATTORNEY COMMENTS

Ms. Smithers:

- informed the Council that Ms. Charles' last day with the City of Wasilla will be August 31, 2012; and
- thanked Ms. Charles for her service; and
- introduced Ms. Sarah Whiteley, Administrative Aide, who will be replacing Ms. Charles as Deputy City Clerk.

XIV. COUNCIL COMMENTS

Council Members Wall and Harris thanked Ms. Charles for her dedication to the City.

Council Member Katkus:

- thanked Ms. Charles for her help and dedication to the City of Wasilla;
- thanked Mr. Jared Metcalf for coming to the City Council with his idea;
- spoke regarding the Lake Market which now takes place near Fred Meyer on Wasilla Lake; and
- explained that this is a place where locally grown fruits and vegetables can be sold.

Council Member Woodruff:

- thanked staff for sending out notices to residents surrounding Jacobsen Lake regarding the upcoming annexation discussions;
- noted that she had suggested to Mr. Tankersley regarding an incentive for programs for employees; and
- thanked Ms. Charles and welcomed to Ms. Whitely.

Deputy Mayor Holler thanked Amanda for her service to the City of Wasilla.

XV. EXECUTIVE SESSION

~~A. Annual Evaluation of City Clerk (Subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion.)~~

XVI. ADJOURNMENT

With no further business at hand, Deputy Mayor Holler adjourned the meeting at 6:34 p.m.



VERNE E. RUPRIGHT, Mayor

ATTEST:



KRISTIE SMITHERS, MMC, City Clerk

Minutes approved: September 10, 2012