# AUG 0 9 2018 CLERKS OFFICE

# 15 March FSA board minutes

Butte Fire Service Board of Supervisors

Minutes 15 March 2018, Station 21

Members present: Robert Hicks, Gregory Nilsson, chair

Staff and Guests: Butte Assistant Fire Chief Louis LaRousse, Borough Fire Deputy Director Ken Barkley.

Meeting called to order 6:30 p.m. Notice of meeting had been posted. Quorum was present.

As meeting was held in temporary quarters without flags, the Pledge of Allegiance was foregone.

Old business; Assistant Chief LaRousse will check on status of new led lights for station 22. Mr. LaRousse provided activity report as follows;

#### January 2018

Fire calls - 11

Rescue/EMS calls - 11

Three new hires

FFI Training; 6 students attending at Palmer Fire Station FFII Training; Started, 11 students, conducted at Butte Fire Station FSI (MOI)Instructor Training; Lt. Mike Shipton certified.

#### February 2018

Fire calls - 2

Rescue/EMS calls - 11

One new responder

Two promotions; Lt. Chester Engle and Capt Michael Shipton
FFI Training; six students attending at Palmer Fire Station

FFII Training; nine of eleven students passed test/certification.

New Business; Mister Hicks has asked for discussion of CIP and 2019 proposed budget. Director

Barkley clarified the processes followed in preparing the borough budget, including the separate funding

documentation for different service expenses and purchases. The pay disparity between fire and rescue

responders was discussed at length. We want to see rescue techs paid the same as firefighters when  $\ensuremath{\mathsf{S}}$ 

they are performing similar duties. Mr. Barkley indicated it would take around \$40,000 to raise the

Butte Rescue rate to that of Firefighters, and would cost around \$690,00 boroughwide. Tools, rescue gear are paid from areawide funds.

#### 15 March FSA board minutes

# **CLERKS OFFICE**

As we have been upgrading for some time, we presently have top of the line equipment. Mr. LaRousse pointed out that

budget necessities had pushed the date for ordering new pumper/rescue vehicle back to 2020. Most departments

follow NFDA requirements for apparatus, assuming 30 years useful life on most equipment and apparatus. If you

keep that equipment 35,40 years, your ISO (insurance) rating falls. We keep two tender pumpers at Sta 22 and

have their small engine at Sta 21. Unit 214 was ageing out but in service in Butte until we received our new engine from

JBER, then 214 was transferred to Willow/Caswell. Every piece of equipment at Station 21 is fully functional and in top

condition, as we have now eliminated our most costly, older apparatus. Our new JBER truck has been maintained to NFPA

standards and is in new condition and will certainly give another 30 years' service. We advised Mr. Hicks the

planned purchase of Fire/Rescue vehicle was postponed in favor of first purchasing new air packs system. We all

voted to move the fire/rescue apparatus purchase back one fiscal year. Our department has previously had four engines and we are presently down to two.

2019 Proposed Budget - No surprises.

Mr. Hicks will be out of town for several weeks; we will plan next meeting around his schedule.

Meeting adjourned 8:10 p.m.

ctfully Submit

Butte FSA/Board Chair

Page 2

### Matanuska-Susitna Borough Caswell Lakes Road Service Area #15 Board of Supervisors January 3, 2018

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#### **MINUTES**

#### I. CALL TO ORDER

The regular meeting of the Caswell Road Service Area Board of Supervisors was called to order at 6:39 pm at the Caswell Fire Station, Willow, Alaska by acting Chairperson, Dave Korpi. D.J. McBride was welcomed to the Board, replacing former member Larry Cline.

## II. ROLL CALL-DETERMINATION OF QUORUM

Board of Supervisors in attendance: Dave Korpi, Phil Johnson, and D.J. McBride. Roll was called, a quorum was present, due notice had been published.

Also present: Mike Lachelt, MSB Road Superintendent; Shawn McBride, Jerry Laubhan, Dona Malhoit Lubhan, and Sheena Fort, Willow residents; Linda Cline, Secretary.

#### III. APPROVAL OF AGENDA

MOTION: D.J. McBride moved to accept the Agenda, Phil Johnson seconded the motion.

### IV. APPROVAL OF MINUTES

Minutes of the October 4, 2017 meeting were reviewed, no changes were noted. MOTION: D.J. McBride moved to accept the Minutes as printed, Dave Korpi seconded the motion.

#### V. PERSONS TO BE HEARD

Willow resident, Jerry Lubhan reported the visual difficulty drivers encounter as they enter the intersection from Deep Woods Way attempting to turn onto S. Caswell Loop. Mr. Lubhan stated vehicles, and especially Caswell Fire Department responding vehicles, must carefully maneuver into the intersection to see beyond the dense brush and trees near the intersection on S. Caswell Loop to view possible oncoming traffic. Because fire apparatus is quite long they often must turn into the opposing lane of traffic when entering the intersection onto S. Caswell Loop. He asked the Board to consider resolving the problem by removal of trees back about 100 feet along S. Caswell Loop and widening the intersection with a turning lane from Deep Woods Way.

MBS Road Superintendent, Mike Lachelt concurred this is a public safety issue. He stated S. Caswell Loop was upgraded a few years ago. Good gravel was used and drainage along the roadway is very good.

With the Board's approval, Mike Lachelt stated that next spring he will get the Borough in-house crew to cut back the trees and he will research to determine if there is adequate room to widen the road, and if so get a scope and cost estimate

# Matanuska-Susitna Borough Caswell Lakes Road Service Area #15 Board of Supervisors January 3, 2018

for the work. All Board members agreed Mike should proceed in the spring to research the cost to make these improvements.

#### VI. STAFF REPORTS

- A) JA Spain and Sons, Inc. Road Maintenance update James Ross was not available to attend this meeting due to handling today's snowfall.
- B) Mike Lachelt reported: A problem area of water backing up from glaciation in the culvert at Montana Creek and Parks Highway has been taken care of a couple of times this early winter.

#### VII. REPORTS OF OFFICERS

Budget Report – Mike Lachelt reported:

A) Additional Maintenance Budget -

The account balance is \$18,484.87, which does not include an additional "Emergency Winter" invoice of \$10,000 encumbered which will allow crews to go to work immediately for tree cutting, pushing back snow, culvert thawing, etc. in an emergency.

A transfer was made to the Fund Balance which is at \$50,168.00 to fund the Capitol Improvement list. This figure will change after the year-end figures are computed in June and remaining tax revenues come in.

CIP project award to pave a 1-mile section of Caswell Lakes Road will go out in the next couple of months. This dust control project will take place in the summer of 2018 starting at the junction of Hidden Hills and Caswell Lakes Road and pave a 1-mile section of Caswell Lakes Road.

#### VIII. OLD BUSINESS

A) Status of Upper Caswell Lake Fish Passage engineering- Mike Lachelt presented a Memo dated Jan. 3, 2018 from Alex Senta describing the preliminary plans, review process and current project status. Several steps must be completed, including permits and obtaining easements before the design can be finished. Of the three fish passage projects in the works, this project is top priority and is planned for completion Summer of 2018.

# Matanuska-Susitna Borough Caswell Lakes Road Service Area #15 Board of Supervisors January 3, 2018

#### IX NEW BUSINESS

A) Election of Officers:

Discussion was held among the members.

MOTION: Dave Korpi motioned he will to serve as Primary

Phil Johnson seconded the motion.

MOTION: Dave Korpi motioned that D.J. McBride serve as 1<sup>st</sup> Alternate, Phil Johnson seconded the motion.

MOTION: Dave Korpi motioned that Phil Johnson serve as 2<sup>nd</sup> Alternate, D.J. McBride seconded the motion

Mike Lachelt presented handbook guides and contract information to the members and will bring additional copies to the next meeting.

### X BOARD COMMENTS

XI <u>NEXT MEETING</u>

Next scheduled meeting, April 4, 6:30pm at Caswell Fire Station,19631 E. Deep Woods Way, Willow, Alaska.

XII ADJOURNMENT

Dave Korpi adjourned the meeting at 7:27 pm.

Dave Korpi, Chairperson

Linda Cline, Secretary

# CENTRAL BOARD OF SUPERVISORS MEETING

Central Mat-Su PSB – Station 61 101 W. Swanson Avenue Wasilla, AK 99645 RECEIVED
AUG 1 5 2018

CLERKS OFFICE

Chairman:

D. Eller

Vice Chairman: K. Slauson

Board Members: B. Davis

D. Tucker

J. Jameson

June 11, 2018 - 7:00 p.m.

#### **REGULAR MEETING MINUTES**

#### I. CALL TO ORDER

The meeting of the Central Mat-Su Fire Service Area Board of Supervisors was called to order at 7:00 p.m. at the Central Mat-Su Public Safety Building (CMSPSB) at 101 West Swanson Avenue, Wasilla, Alaska, by Chairman, Dave Eller, on Monday, June 11, 2018.

#### II. ROLL CALL & DETERMINATION OF QUORUM

Board members in attendance establishing a quorum were Chairman, Dave Eller, Brian Davis, Dan Tucker, and Jim Jameson. Vice Chairman, Ken Slauson was excused. Also present were James Steele, Chief, Central Mat-Su Fire Department (CMSFD), and Amy Bohmbach, Secretary, CMSFD.

#### III. PLEDGE OF ALLEGIANCE

Chief Steele lead "The Pledge of Allegiance."

#### IV. APPROVAL OF THE AGENDA

June 11, 2018

MOTION:

Mr. Jameson moved and Mr. Tucker seconded to approve the June 11, 2018 Regular Meeting

Agenda.

VOTE:

The motion passed unanimously.

#### V. APPROVAL OF PRECEDING MEETING MINUTES

#### April 9, 2018 - Regular Meeting Minutes

MOTION:

Mr. Tucker moved and Mr. Jameson seconded to approve the April 9, 2018 Regular Meeting

minutes as amended.

VOTE:

The motion passed unanimously.

#### VI. BOARD REPORTS/CORRESPONDENCE

The Board did not have any Board Reports/Correspondence.

#### VII. UNFINISHED BUSINESS

#### Auto-Aid/Mutual Aid - Informational Only

Mr. Barkley, Department of Emergency Services Deputy Director, is in the process of working with Chugiak Volunteer Fire Department and Anchorage Fire Department on a mutual-aid agreement. This agreement will help out with tender support and also with responses on the Glenn Highway flats.

#### VIII. AGENDA TRACKING REPORT

#### Station 52 - Status Report

There has been no change.

The neighboring plat west side of the station has asked to fill in a hole on the property line. The MSB Project Management Division will be in charge of this project.

#### Station 51 –

Adding parking to the back of the station. There will be an addition of 18-20 spots.

#### Station 62 - Training Tower Facility

The civil work/site prep has been moving at a fast pace. The tower has been moved to its temporary site behind the existing station, trees have been cut, and dirt work is in process.

Forms for foundations are being constructed and rebar is being set for concrete to be poured. There was between 200-300 yards poured last week.

Water lines are being placed for the main potable water and the hydrant system cistern supply.

The project drawings are at 100%.

#### Central – Service Response Calls

Total calls for the month of May: 139

- Fire Related: 19 (3 building/structure fires, 2 vehicle fires, 7 construction/trash fires, and 7 brush/grass fires)
- Rescue or Emergency Medical Service Incident Support: 50
- False Alarms: 12
- Dispatched and cancelled enroute: 25

#### Fire Code Office

In the month of May, they completed:

Building Inspections: 51

Fire and Life Safety Plan Reviews: 17

Intakes for New Plan Reviews: 23

• Fire Investigations: 3

Platting Requests (reviewed and comments made): 35

#### Central Mat-Su Specialty Training

78 responders attended a four-hour fire training presentation hosted at station 61. The topic was on basement fires and was presented by Brian Kazierzak, a nationally recognized subject matter expert in the fire service. He is an FDIC presenter, an active participant in the NIST and UL live-fire studies regarding fire progression and fire attack, and in ISFSI international instructor.

#### Fire Prevention/Public Education

290 adults and/or children participated in fire and life safety education provided by the CMSFD, including presentations at four elementary schools.

Assisted with end-of-year school events at three elementary schools (750 elementary children involved).

#### IX. NEW BUSINESS

#### Rescue Engine 611 Report

Pierce is putting together a package of all the replacement parts. They are waiting on some of the ABS and other system parts and will send all the parts up in one shipment. Hughes is also sending up a Technician and will be here when the parts arrive. They will do the work at Fleet Maintenance. The time frame will be about 3-4 weeks.

#### X. OTHER BUSINESS (other items of discussion on listed on agenda)

The Board had no Other Business to discuss.

#### XI. AUDIENCE PART CIPATION & BOARD COMMENTS

Chief Steele stated that former Fire Chief Jack Krill received a heart transplant and is doing well.

Mr. Jameson stated that Jodie Hettrick is the new Fire Chief of Anchorage Fire Department. She is an amazing lady.

Mr. Davis stated that Bob Lang has passed away.

#### XII. ADJOURNMENT

MOTION:

Mr. Tucker moved and Mr. Jameson seconded to adjourn the board meeting.

VOTE:

All passed unanimously.

The meeting adjourned at approximately 7:25 p.m.

Next Meeting: Central Mat-Su Regular Meeting Monday, July 9, 2018 at 7:00 p.m. at Central Mat-Su Public Safety Building, Station 61.

DAVID ELLER, Chairman, Central Mat-Su FSA B.O.S.

ATTEST:

AMY BOHMBACH, Admin. Assistant, Central Mat-Su FSA B.O.S.

Minutes Approved on: 8 13-18

Sohmbach



#### **Greater Willow**

RSA 20 Advisory Board Meeting June 12 2018 WIllow Area Community Center 7:00 PM

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#### I. CALL TO ORDER:

Meeting Called to order at 7:00 PM by Tom Phillips

#### II. Pledge OF ALLEGIENCE

**Tom Phillips** 

#### III. DETERMININATION OF QUORUM—YES

A. Thomas Phillips, Bill Dale, Todd Smolden, Mike Lachlt MSB Area Superintendent, James Ross / Spain Cost.

IV. APPROVAL OF AGENDA- Motion by Bill Dale, 2nd Todd Smoldon-passed

V. APPROVAL OF MINUTES- Todd moved to approve February 13, 2018 minutes, Bill Dale was 2nd, motion passed.

VI. AGENCY REPOSTS; No Assembly report

VII. STAFF REPORTS; Mike— additional maintenance projects, Ditch cleaning Emswieler, P.O. written for brushing and shoulder work on Honey Bee.

Contractor to start clearing Deneke/Michelle next week.

Contractor Spain reports: James Ross—Brush cutting two roads left, Seclution Shores ditch up hill side and ditching of Erica to stop water problem. Topping and shoulder work on Honey Bee, Tuxedo Rd. and Lucky Shot. Culvert work to be done on Old Long Lake Rd. and Amy Drive.

## VIII. BOARD MEMBER REPORTS

Tom Phillips attended RSA Supervisors mtg. at Sta. 7/3, discussed trail crossing slope repairs. Suggestion was to work with Maintenance contractor and State Crews.

IX. OLD BUSINESS; Reported on the Allen Road/Rappi Circle project, Alex to make contact with original contractor complete the terms of the contract.

X. NEW BUSINESS; Discussed how to perform the slope repair of trail crossings. Also discussed the future of Shirley Town bridge.

	XII.	<b>CORRESPONDENCE</b> ;	none
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XIII. Next meeting is scheduled for August 14, 2018 at 7:00 pm.

XIV. Motioned to adjourn at 7:58

RSA Supervisor	 8-14.	18
RSA Supervisor	8-12-	(D)
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RSA Supervisor	1.0	

#### LOCAL ROAD SERVICE AREA ADVISORY BOARD, MATANUSKA-SUSITNA BOROUGH

#### MEETING

RECEIVED

Held 6:30 pm Thursday June 21, 2018 at West Lakes Fire Station #73

IN ATTENDANCE:

AUG 17 2018

RSA#

#### **RSA Members Present**

**CLERKS OFFICE** 

Dan Tucker P tc	Doug Love	
Dan Elliott P		
Dave Korpi P tc		
		Rhonda Stark
	Daniel Huttunen	
Thomas Phillips P		
Gary Hessmer P	Carol Christiansen	
Mike Shields P		
Stephen Edwards P		
	Micah Schoming tc	
	Dan Elliott P Dave Korpi P tc  Thomas Phillips P  Gary Hessmer P Mike Shields P	Dan Elliott P Dave Korpi P tc  Daniel Huttunen  Thomas Phillips P  Gary Hessmer P Mike Shields P Stephen Edwards P

tc = by teleconference **P** = Primary

RSAs not represented: Lazy Mtn (19), Big Lake (21), North Colony (23), Talkeetna (29), Trapper

Creek (30), and Alpine (31).

MSB Staff: Public Works: Terry Dolan

Borough Staff (other than Public Works): None

Borough Mayor: None

Assembly Representatives: None

Visitors: None

CALL TO ORDER at 6:32 pm, with Pledge of Allegiance, Chair Steve Edwards presiding.

ROLL CALL and QUORUM DETERMINATION: 10 of 16 RSAs represented. Quorum was met.

APPROVAL OF AGENDA: Approved as presented.

**APPROVAL OF MINUTES**: Minutes of May 17, 2018, approved as written.

TRAINING: None

#### STAFF REPORTS:

**A. O&M:** Terry Dolan: Handed out Project Status Report (also sent to all Superintendents by email); buying salt, striping has started, and it's the end of the purchasing (FY) year. Re Fund Balances, final audit won't be available until next February but you can ask Jennifer for updated estimates. Paving and striping has been approved by the Assembly, and crack sealing is underway. The Roads Bond package has gone to the Assembly for legislative action, with public hearings scheduled for July 17<sup>th</sup> and 31<sup>st</sup>; totals \$72 million which may not get public support. Discussion followed.

#### **BOARD MEMBER REPORTS:**

A. TAB: Dan Elliott: At last meeting Cheyenne Heindel explained area-wide General Obligation Bonds vs RSA-specific Certificates of Participation; the TAB sent a letter to the Assembly supporting the Roads Bond; the next meeting will address proposed changes to the Subdivision Construction Manual. Discussion followed, including examples of how developers take advantage of loophole language in the current (1991) version of the Manual.

#### **UNFINISHED BUSINESS:**

- A. Update on the Roads Bond proposal: Covered under Staff Reports above.
- B. Draft Resolution re "detached fourplex developments" and associated road maintenance costs: John Harris was not available to present a draft. Terry noted that the issue has come up before the Assembly, which delayed discussion to an unspecified future meeting; contact your Assembly member with your concerns.

**NEW BUSINESS:** None.

PERSONS TO BE HEARD: None

CORRESPONDENCE AND INFORMATION: None.

**OTHER BUSINESS:** The Chair proposed cancelling the July meeting; approved by unanimous vote. Mike will notify the Clerk's Office.

**BOARD COMMENTS:** Gary Hessmer noted the much improved Borough website. New RSA 9 Supervisor Doug Love was welcomed to the group.

ADJOURNMENT: Dan Tucker moved, Tom Phillips second; meeting adjourned at 7:29 pm.

NEXT MEETING: Thursday, August 16, 2018 at the West Lakes Fire Station #79, 1250 Spring Drive.

Board Chair It J E Board Secretary Mil richael Shedila

# LOCAL ROAD SERVICE AREA ADVISORY BOARD RESOLUTION 18-02

CLERKS OFFICE

A RESOLUTION BY THE MATANUSKA-SUSITNA BOROUGH LOCAL ROAD SERVICE AREA ADVISORY BOARD (LRSAAB) TO THE BOROUGH ASSEMBLY REQUESTING RECONSIDERATION OF PROPOSED **ORDINANCE 18-080** ELIMINATING THE SUNSET PROVISION FROM ORDINANCES 14-107 AND 14-108

WHEREAS: The LRSAAB exists to advise the Borough Administration and Assembly on matters relating to road planning, construction and maintenance, including maintenance funding; and

WHEREAS: Permanent vehicle registration is essentially a fee waiver for older vehicles and non-commercial trailers. Because a portion of the fee revenue is allocated to the RSAs, the waiver reduces the funding available for road maintenance, in particular dust control where it is used to obtain matching funding. This Board, by Resolution 14-04, unanimously opposed Ordinances 14-107 and 14-108 which originally implemented the waiver, largely due to the lack of any comprehensive analysis of the probable impact on RSA funding; and

WHEREAS: The sunset clause provided the opportunity to rationally assess the financial impact on Borough road maintenance services based on at least 3 years of experience and data, thus giving the Assembly information essential to making informed decisions; and

WHEREAS: Ordinance 18-080, by removing the sunset clause from the parent Ordinances, would effectively make the fee revenue loss permanent, again without even a cursory analysis of the true impact on RSA funding, and without reasonable opportunity for this Board, the RSAs individually, or the TAB to review and comment prior to Assembly action.

THEREFORE BE IT RESOLVED: The LRSAAB respectfully requests that Ordinance 18-080 be reconsidered; that a data-based analysis of the actual revenue loss to the RSAs be made and accompany the attendant IM; and that the LRSAAB and the TAB be provided timely opportunity to review and comment on any resulting OR/IM prior to their presentation in public hearing.

Approved by unanimous vote on August 16, 2018.

# Doard Chair

Stephen Edwards

**Board Secretary** 

Mike Shields

CC: Borough Manager Public Works Director Capital Projects Director

# MATANUSKA-SUSITNA BOROUGH PARKS, RECREATION, AND TRAILS ADVISORY BOARD

<u>Chairperson</u> - Stuart Leidner – At Large 1 <u>Vice Chair</u> — Ed Strabel – District 6

VACANT – District 1 VACANT – District 2 Kenny Barber – At Large 2 John Harris - District 3 Scott Lapiene – At Large 3 Roy Wahl – District 4 David Palmer – At Large 4 Cindy Bettine - District 5 Thomas Phillips – District 7

**MINUTES** 

RECEIVED

JUL 2 5 2018

May 21, 2018 6:00 P.M.

**CLERKS OFFICE** 

REGULAR MEETING
Willow Community Center

I. CALL TO ORDER

Meeting called to order by Mr. Strabel at 6:05 P.M.

#### II. ROLL CALL – DETERMINATION OF QUORUM

A. Members present: John Harris, Ed Strabel, Kenny Barber, Cindy Bettine, Tom Phillips, Roy Wahl, Scott Lapiene, David Palmer

Members Absent:

Members Absent and Excused: Stuart Leidner

Staff Present: Hugh Leslie, Recreation Services Manager Jill Irsik, Division Administrative Specialist

#### III. APPROVAL OF AGENDA

MOTION: Ms. Bettine moved to amend the agenda by moving Items D and E of New Business under Item A. Mr. Palmer 2<sup>nd</sup>. Agenda approved as amended.

#### IV. PLEDGE OF ALLEGIANCE

Mr. Strabel led the Pledge of Allegiance.

#### V. MINUTES OF PRECEDING MEETING

A. April 23, 2018

MOTION: Mr. Phillips moved, Mr. Palmer 2nd. Minutes approved as written.

#### VI. BOROUGH STAFF REPORTS

Mr. Leslie reported:

- Last batch of summer trail and park crew is in the process of being hired.
- Soccer starts at the Alcantra fields tonight
- Mat River Park Campground opens this coming Friday.
- Brett Ice Arena:
  - o Floor is out of building
  - o No measurable amount of ice was found in the ground which is good.
  - o Anticipated to be re-opened by Labor Day weekend.
- Pools
  - Wasilla Pool is closed for renovations. The Palmer Pool is open and very busy with expanded hours
- Parks Shop & Jim Creek Campground
  - o Ribbon Cutting was held during the Jim Creek Cleanup on June 19th.
  - o Three and a half, 40 yard dumpsters of trash were collected during the clean up

- o State Troopers and State Parks are leasing space in the new building.
- o Ice Rink staff have made their office in the old Parks building while their renovation is ongoing.
- o Jim Creek Campground opened on May 18th.
- West Butte Trail
  - o The Trail crew will be fixing social trails that people have made to bypass muddy spots. They will also be working of fortifying the steps with a retaining wall.
- Recreation Signage the signs at Jim Creek should be going up by end of next week. The Wayfinding Signage will be done in-house.
- In need of camp hosts at MRP and Jim Creek

#### VII. PERSONS TO BE HEARD / AUDIENCE PARTICIPATION

Eugene Carl Haberman – spoke to public process, specifically to the fact that the PRTAB agenda allows only one chance for public participation.

#### VIII. UNFINISHED BUSINESS

- A. Fee Enforcement:
- Staff handed out minutes of the Fee Enforcement Sub-Committee meeting that was held on May 16, 2018.
- Discussion by the board about possible resolution to the Assembly.
- Would need a change in code in order to have Parks and Trails staff be able to write tickets.
- Ordinance would need to go through Legal and that department would write the code change.
- A resolution for the PRTAB will be on next month's agenda.

#### IX. PUBLIC NOTICES

- A. Recreation Development Plan Settlers Bay Coastal Park PRTAB received the updated plan. Will discuss more during New Business
- B. MSB 007379 Easement
  - Mr. Lapiene asked if the Ayshire parking lot was affected by this easement it is not.
  - Ms. Bettine would like trail information on the public notice maps.
  - No action taken by board on this public notice.

#### X. NEW BUSINESS

A. Willow Trail Committee presentation

Tom Phillips and Steve Charles gave a presentation to the Board regarding the
Willow Trails Committee.

- B. Recreation Development Plan Settlers Bay Coastal Park
  - Mr. Lapiene attended the HOA meeting and noted that the main problem with the plan that he heard residents say is how the borough will manage traffic to the lower park.
    - O Would like to see a change on the second page, forth bullet point under Goals and Improvements. The bullet point currently reads "Discharge of firearms shall not be allowed". Mr. Lapiene would like a note about waterfowl hunting being allowed in the lower tideline.

- Mr. Palmer noted that the area is surrounded by State land where waterfowl hunting is allowed.
- C. Reso 18-02 A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PARKS, RECREATION, AND TRAILS ADVISORY BOARD SUPPORTING THE ADOPTION OF A RECREATION DEVELOPMENT PLAN FOR THE SETTLERS BAY COASTAL PARK.

MOTION: Ms. Bettine moved, Mr. Harris 2<sup>nd</sup>. Discussion

- Mr. Lapiene cannot support this resolution, because of the item "the discharge of firearms is prohibited".
  - O Queried as to whether or not the board had seen the conservation easement? No, it did not come before the board.
  - o What is the budget for this project? \$100,000
- Ms. Bettine noted that the conservation easement terms were the terms in which the property was given to the borough.
- Ms. Bettine called for the question.
- All in favor; Ms. Bettine, Mr. Wahl, Mr. Strabel, Mr. Harris.
- All opposed: Mr. Barber, Mr. Lapiene, Mr. Palmer, Mr. Phillips
- Resolution failed
- D. Alaska Drone Racing League presentation Steve Colligan Mr. Colligan with the Alaska Drone Racing League gave a presentation to the board regarding the proposed Alaska Drone Racing League application for a long term management agreement with the Borough for development and use of about 50-acres for a radio controlled vehicle park.
  - Mr. Palmer stated that this is an economic development issue. Fairbanks is the only other area in the state that has something like this.
  - Mr. Lapiene noted that the Jim Creek Master Plan has this located at a different location.
    - Opined that this would be a deviation of the plan.
    - o Would like to see all parties work together to make this work.

MOTION: Mr. Lapiene moved to extend the meeting end time to 8:15 pm. Mr. Palmer 2<sup>nd</sup>. All in favor.

- E. Alaska Drone Racing League management agreement
  - Mr. Lapiene would like to know what is being proposed in the management agreement.
  - Further discussion is tabled until next month's meeting.
- XI. VOLUNTEER NOMINATIONS
  None
- XII. CORRESPONDENCE

Email from Nancy Stroup regarding the proposed management agreement between the Borough and the Alaska Drone Racing League

#### XIII. MEMBER COMMENTS

- Mr. Lapiene thanked the board for putting up with his absences.
- Mr. Strabel Thanks to the Willow Trails Committee for their presentation
- Ms. Bettine opined that it was a good meeting with lots of content.
  - o Interested in knowing the process to change a master plan
  - O Went to Jim Creek for the first time on June 19<sup>th</sup>. Was impressed by the work done out there.
  - o Is a little concerned that the deadline for public comments of the Settler's Bay Coastal Park ends on May 24<sup>th</sup>, but that it is already having its public hearing at the Planning Commission tonight.
  - o Would like the public comments available for the June meeting.
  - o Would like really good signage up telling people where to go.
- Mr. Palmer asked staff to notify the school board and the school district that about the possible drone park. Noted that Mat-Su Career and Tech High School already has a drone program in place.

#### XIV. NEXT MEETING

A. Next regularly scheduled meeting is June 25<sup>th</sup>, Lower Level Conference Room, Palmer.

#### XV. ADJOURNMENT

Mr. Strabel adjourned the meeting at 8:18 p.m.

Stuart Leidner, Chairperson

ATTEST:

Jill Írsik, Comm. Div. Admin. Specialist

# MATANUSKA-SUSITNA BOROUGH PARKS, RECREATION AND TRAILS ADVISORY BOARD RESOLUTION NO. 18-03

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PARKS, RECREATION, AND TRAILS ADVISORY BOARD SUPPORTING AUTHORIZATION BY THE MANGER FOR COMMUNITY DEVELOPMENT STAFF TO ISSUE, FILE, AND SERVE CITATIONS FOR FAILURE TO PAY FEES AT VARIOUS BOROUGH RECREATION FACILITIES, PER MSB 1.45.090.

WHEREAS, the Parks, Recreation, and Trails Advisory Board recognizes the concern of non-payment at Borough campgrounds and trailheads; and

WHEREAS, in 1988, campground fees were officially approved by the Matanuska-Susitna Borough Assembly via RS 88-079 and AM 88-207; and

WHEREAS, in 2005, both day use and seasonal parking fees at improved trailheads were officially placed on the fee schedule, and approved by the Assembly via RS 05-107 and IM 05-220; and

WHEREAS, in 2017 a trailhead parking violation fine was placed on the fee schedule, and approved by the Assemble via RS 17-031 and IM 17-084; and

WHEREAS, in May 2018, a sub-committee of the Parks, Recreation, and Trails Advisory Board met with staff, to go over the details of how to enforce payment of campground and trailhead parking fees; and

WHEREAS, the sub-committee came to decision that:

• Enforcement will occur at all Borough maintained

trailheads and campgrounds where fees are currently being collected.

- Per the approved fee scheduled a \$40.00 fine for unpaid trailhead use will be levied.
- The first calendar year of enforcement will include an annual day use parking pass.
- The fine for non-payment of campground fees shall be \$100.00, which will require an amendment to the fee schedule approved by the Matanuska-Susitna Borough Assembly.
- Community Development staff will be authorized by the manager to issue, file, and serve citations for failure to pay trailhead parking and camping fees per MSB 1.45.090.
- Community Development staff will be required to have annual training.
- Public outreach and education will commence prior to fines being levied.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Parks, Recreation, and Trails Advisory Board does hereby support the Borough Manager authorizing Community Development staff to issue, file, and serve citations for failure to pay fees

at various Borough Recreation Facilities, per MSB 1.45.090

Adopted by the Matanuska-Susitna Parks, Recreation, and Trails Advisory Board this  $25^{\rm th}$  day of June, 2018.

Stuart Leidner, Chair

ATTEST:

Jill Irsik, Admin. Secretary

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# **CLERKS OFFICE**

By:

Joseph Metzger

Introduced: Public Hearing:

July 16, 2018 August 6, 2018

Action:

Approved

# MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION RESOLUTION NO. 18-24

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION APPROVING A CONDITIONAL USE PERMIT FOR THE OPERATION OF A MARIJUANA CULTIVATION FACILITY AT 37331 S. TALKEETNA SPUR, LOCATED WITHIN TOWNSHIP 24 NORTH, RANGE 4 WEST, SECTION 21; TAX ID#24N04W21B018, SEWARD MERIDIAN.

WHEREAS, an application has been received from Andrea Gunter, for GBD-AK, LLC, dba Alaska Skunkworks, LLC for a conditional use permit for the operation of a marijuana cultivation facility at 37331 S. Talkeetna Spur, located within Township 24 North, Range 4 West, Section 21; Tax ID#1842B01L007, Seward Meridian; and

WHEREAS, MSB 17.60.030(A)(4) requires a conditional use permit for the operation of a marijuana cultivation facility; and

WHEREAS, unless this type of use is maintained under and in accordance with a lawfully issued permit, marijuana cultivation facilities are declared to be a public nuisance; and

WHEREAS, according to the application material, the proposed use is located 289 feet from Talkeetna Spur on the west lot line, 125 feet from the north side lot line, 144 feet from the south lot line, and 345 from the east side lot line; and

WHEREAS, the surrounding properties range in size from 1.8 acres to 55 acres. Most are used for residential purposes, however, there are three other parcels located within 1000 feet of the

proposed structure used for commercial purposes; and

WHEREAS, the closest residential structure is located to the south and is approximately 230 feet away from the proposed use; and

WHEREAS, the subject structure is currently being constructed; and

WHEREAS, according to the application material, the proposed use has a security plan in place, which includes education of employees on security measures; and

WHEREAS, according to the security plan, a combination of door sensors, cameras, motion detectors, and lighting will be used to secure the site and monitor all activities at the facility 24 hours a day, seven days a week; and

WHEREAS, the facility will not be open to the public; and
WHEREAS, access to the property is via Talkeetna Spur by a
private, State permitted driveway; and

WHEREAS, the entrance to the driveway is gated. The gate is set back approximately 118 feet from the pavement break of Talkeetna Spur and will remained locked during non-business hours; and

WHEREAS, a buffer of trees surrounds the entirety of the property and the buffer will minimally be 30 feet on the west lot line, 50 feet on the north, 40 feet on the south, and 100 feet on the east lot line; and

WHEREAS, there are currently no business signs anticipated, however, the application material indicates this may change to one sign designating the name of the facility, "Alaska Skunkworks, LLC"; and

WHEREAS, according to the application material, "No Trespassing" and "No Loitering" signs will be posted to discourage unwanted visitors; and

WHEREAS, the closest school (Susitna Valley High School) is approximately 9100 feet away from the proposed use; and

WHEREAS, consumption of marijuana or marijuana products on the licensed premises or within 20 feet of the exterior of any cultivation facility is prohibited under State regulation 3 AAC 306.405(c)(2); and

WHEREAS, persons under the age of 21 are prohibited from entering the premises of the proposed use; and

WHEREAS, the proposed use has an odor mitigation plan that will use canister style, activated carbon filters in conjunction with ducted fans and if necessary, ozone generators will be utilized to prevent unwanted smells from exiting the facility; and

WHEREAS, the application material indicates extra care will be taken not to generate excess waste. After proper notification to the State of Alaska Alcohol & Marijuana Control Office, waste that is generated will be rendered unusable by mixing it with 50 percent organic waste. The waste will be stored in a locked

dumpster until it is picked up and disposed of by a third party contractor; and

WHEREAS, a 20' x 20' compost/soil recycling site will be located approximately 150 feet from the northern property line and 180 feet from the eastern lot line. According to the application material no odor is expected from the composting site as the compostable material will be mixed with soil, leaves, newspaper, and cardboard; and

WHEREAS, the subject parcel is comprised of 5.72 acres; and WHEREAS, all of the required site plans and operational information have been provided by the applicant; and

WHEREAS, according to the application material mixing and grinding up of waste will take place either inside the structure or will be taken to the compost/soil recycling site and ground up and mixed there; and

WHEREAS, the facility will not be open to the general public; and

WHEREAS, there are no outdoor industrial equipment or any processes that generate noise associated with the proposed use; and

WHEREAS, no new landscaping or berms are planned or required by code; and

WHEREAS, the proposed use will be situated in the middle of the subject parcel; and

WHEREAS, the proposed building will be a natural green color to blend in with the existing trees and natural landscaping; and

WHEREAS, the properties directly to the north and south are residential in nature while the property to the east is vacant; and

WHEREAS, at the April 4-6, 2018 meeting of the State of Alaska Marijuana Control Board, the board voted to approved Alaska Skunkworks, LLC Cultivation Facility, License #13776 with delegation; and

WHEREAS, a copy of the delegated approval for Alaska Skunkworks, LLC Cultivation Facility, License #13776 has been provided; and

WHEREAS, the State of Alaska Fire Marshal has issued Plan Review Certificate #2017Anch1551, approving the construction of the proposed use; and

WHEREAS, according to the applicant's wastewater and waste material; and

WHEREAS, according to the application material and correspondence with Alaska State Department of Environmental Conservation (ADEC) the proposed use is in compliance with ADEC regulations; and

WHEREAS, according to the application material, all fertilizers and chemicals will be stored in compliance with manufacturer guidelines and State and Federal Laws; and

WHEREAS, all employees will receive training on proper use and application of the fertilizers being used; and

WHEREAS, personal protective equipment will be used when handling fertilizers and all employees will be trained on the proper use and application; and

WHEREAS, according to the application material, there will be designated shelving areas in the warehouse structure where fertilizers, chemicals, and cleaning productions will be stored; and

WHEREAS, manufacture safety data sheets will be available at all times for employees; and

WHEREAS, Alarm Watch, a third party monitoring system company, will remotely monitor the security system 24 hours a day, 7 days a week; and

WHEREAS, the Planning Commission has reviewed this application with respect to standards set forth in MSB 17.60.100, 17.60.150, and 17.60.160; and

WHEREAS, the Planning Commission conducted a public hearing on August 6, 2018 on this matter.

Now, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby adopts the aforementioned finding of fact and make the following conclusions of law supporting approval of Planning Resolution 18-24:

1. The proposed use, with conditions, will not detract from

- the value, character and integrity of the surrounding area (MSB 17.60.100(B)(1)).
- 2. The proposed use will not be harmful to the public health, safety, convenience and welfare (MSB 17.60.100(B)(2)).
- 3. Sufficient setbacks, lot area, buffers or other safeguards are being provided (MSB 17.60.100(B)(3)).
- 4. The applicant has met all of the requirements of this chapter (MSB 17.60.100(B)(4)).
- 5. The proposed use will not negatively affect other properties due to factors such as noise and odor (MSB 17.60.150(A)(1)).
- 6. Measures are in place to reduce negative affects upon adjacent properties (MSB 17.60.150(A)(2)(a-c)).
- 7. The proposed use is compatible with the character of the surrounding area (MSB 17.60.150(A)(3)).
- 8. The proposed use is more than 1,000 feet away from any school grounds (MSB 17.60.150(B)(1)).
- 9. The applicant has provided documentation demonstrating all applicable licenses pertaining to 3 AAC 306.005 have been obtained (MSB 17.60.150(D)(1)).
- 10. The applicant has provided documentation demonstrating the proposed use is in full compliance with all applicable fire code (MSB 17.60.150(D)(2)).

- 11. The wastewater and waste material disposal demonstrates compliance with the Alaska State Department of Environmental Conservation (MSB 17.60.160(A)).
- 12. odor mitigation plan demonstrates mitigation measures will prevent odors from materially impacting adjoining properties (MSB 17.60.160(B)).
- 13. Storage of nutrients, natural pesticides, and cleaners will comply with all local, state, and federal laws (MSB 17.60.160(C)).
- A security plan which includes education for employees security measures has been provided (MSB 17.60.160(E)).

BE IT FURTHER RESOLVED, that the Planning Commission finds this application does meet the standards of MSB 17.60 and does hereby approve the conditional use permit for the operation of a marijuana cultivation facility, with the following conditions:

- 1. The operation shall comply with all state and local regulation applicable to the marijuana cultivation facility.
- All aspects of the operation shall comply with the 2. description detailed in the application material and with the conditions of this permit. An amendment to the Conditional Use Permit shall be required prior to any

expansion of the conditional use.

3. Borough staff shall be permitted to enter premises subject to this permit to monitor compliance with permit requirements Such access will at minimum, be allowed on demand when activity is occurring, and/or with prior verbal or written notice, and/or at other times as necessary to monitor compliance. Denial of access of Borough staff shall be a violation of this Conditional Use Permit.

4. The applicant shall install and maintain the entrance gate described in the application prior to operation.

ADOPTED by the Matanuska-Susitna Borough Planning Commission this  $6^{\rm th}$  day of August, 2018.

COLLEEN VAGUE Chair

ATTEST

MARY BRODIGAN, Planning Clerk

APPROVED UNANIMOUSLY:

Vague, Anderson, Patterson, Chesbro,

Glashan, and Mossanen

The regular meeting of the Matanuska-Susitna Borough Platting Board was held on April 19, 2018, at the Matanuska-Susitna Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 1:00 p.m. by the Chair Jay Van Diest.

#### 1. CALL TO ORDER

#### A. ROLL CALL AND DETERMINATION OF QUORUM (by Administrative Specialist)

Platting Board members present and establishing a quorum:

Mr. Jay Van Diest, District #1 (Chair)

Mr. LaMarr Anderson, District #2

Mr. Gregory Pugh, District #3

Mr. Jordan Rausa, District #4 (Vice Chair)

Mr. Dennis Vau Dell, District #5

Mr. Patrick Johnson, District #6

Mr. George Thompson, District #7

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#### Platting Board member excused or absent:

Mr. John Shadrach, Alternate #2

#### Staff in attendance:

Mr. Fred Wagner, Platting Officer

Ms. VickieLee Fenster, Platting Assistant

Ms. Cheryl Scott, Platting Technician

Ms. Peggy Horton, Platting Technician

Ms. Amy Otto-Buchanan, Platting Technician

#### B. THE PLEDGE OF ALLEGIANCE

• The pledge of allegiance was led by Patrick Johnson.

#### C. APPROVAL OF THE AGENDA

Chair Jay Van Diest inquired if there were any changes to the agenda.

- Presentation on Wetlands Mitigation before the case hearing.
- Audience participation for the SCM.

GENERAL CONSENT: The agenda was approved with modifications.

#### 2. APPROVAL OF MINUTES

Chair Jay Van Diest inquired if there were any changes to the minutes for March 15, 2018.

GENERAL CONSENT: The minutes for March 15, 2018 were approved without objection.

#### 3. UNFINISHED BUSINESS

None

#### Presentation by Jerome Ryan on Wetland Mitigation and Banking.

TIME: 1:24 P.M. CD: 0:24:38

#### 4. PUBLIC HEARINGS

#### A. KLINEFELT & PUE

Chair Jay Van Diest read the case description into the record.

VickieLee Fenster, Platting Assistant, provided the mailing report.

• Stated that 73 public hearing notices were mailed out on February 7, 2018.

Peggy Horton, Platting Technician, provided a staff report:

• Gave an overview of the case, #2018-010/011.

#### Chair Jay Van Diest

 Opened the public hearing and asked any members of the public wishing to speak to come forward.

#### Stephan Edwards

Concerned on the roadways.

#### Ellery Gibbs

• Stated that there is not a 33' existing section line easement to the west.

#### Gary LoRusso

- Gave his comments on the right-of-way and Title 43 codes.
- Believes the taking on the property is illegal on this plat.

#### Pio Cottini

• Agrees with Mr. LoRusso's comments on the taking of the property.

#### Mickey Whalton

• Concerned on the safety of the community and the through roadway.

#### Jessica Smith (MSB Planning Manager)

• Commented on the Transportation plan and connectivity.

#### Eileen Probasco (MSB Planning Director)

• Provided new wordage to recommendation #4.

#### Bill Klebesadel

• Agrees with interconnectivity and the wordage for recommendation #4.

#### Chair Jay Van Diest

• Closed the public hearing.

#### Sean Frazier (Petitioner)

- Went over the basics of the land
- Stated his beliefs on the roadways and the connectivity.
- Does not agree with the taking of the easement.

#### John Aschenbrenner (MSB Law)

• Went over code and law on taking and roadways.

#### Ellery Gibbs (Petitioner's Representative)

• Went over more information regarding the layout and design of the subdivision plat.

#### MOTION:

• Johnson moved to approve the preliminary plat for Klinefelt Subdivision and Public Use Easement. The motion was seconded by Rausa.

#### John Aschenbrenner (MSB Law)

• Asked staff to clarify what the easement will be used for.

#### DISCUSSION:

Discussion on the easement and roadways.

#### **RECOMMENDATIONS:**

Modify #4: Provide a 60' wide right-of-way with adjoining 15' utility easement connecting W. Floyd's Place to W. Powder Road of residential collector standard minimum per MSB 43.20.060 (D) to facilitate interconnectivity and public safety. No construction of this right-of-way is required, other than that portion providing physical access to the proposed Tracts 1, 2 & 3. Prior to final plat approval the petitioner shall negotiate with the borough for terms of acquisition of the additional Right-of-way requested.

#### MOTION to AMEND:

• Thompson moved to amend the motion to remove recommendation #4. The motion was seconded by Pugh

#### DISCUSSION:

- Discussion on the difference of a public dedication and a granting of an easement.
- Discussion on the roadways.
- Discussion on land locking & taking.

#### Pugh Called for the question.

By General Consent the platting board approved to vote on the amendment.

#### **VOTE ON AMENDMENT:**

• The motion failed with 4 against (Johnson, Anderson, Rausa, Vau Dell) and 3 in favor (Thompson, Pugh, Van Diest).

#### DISCUSSION:

• More discussion on dedicating right-of-ways and easements.

#### VOTE on MAIN MOTION:

• The motion passed with 4 in favor (Johnson, Anderson, Vau Dell, Rausa) and 3 against (Thompson, Pugh, Van Diest). There are 20 findings.

TIME: 3:12 P.M. CD: 2:11:28 BREAK

TIME: 3:27 P.M. CD: 2:20:47

**AUDIENCE PARTICIPATION** (*Three minutes per person, for items not scheduled for public hearing*)

#### 5. ITEMS OF BUSINESS & MISCELLANEOUS

- A. Update on the Proposed Subdivision Construction Manual.
  - Eileen Probasco started the presentation on the construction manual.
  - Fred Wagner went through the subdivision construction manual with the platting board.

#### Chair Jay Van Diest

• Opened the public hearing for audience participation on the subdivision construction manual.

#### Discussion & Questions and Answer Session:

 Surveyors came to the front to ask questions regarding the construction manual: Pio Cottini, Bill Klebesadel, Curt Holler, Dave Miller, Jess Hall, Bob Hoffman, Robert Kennerson.

#### 6. RECONSIDERATIONS/APPEALS

#### 7. PLATTING STAFF & OFFICER COMMENTS

- There are 3 cases to be heard at the next Platting Board Meeting.
- The next platting board meeting is at the animal shelter building.

#### 8. BOARD COMMENTS

- Anderson appreciated the comments from the surveyors and developers.
- Rausa brought up round table comments.
- Rausa will be gone for the month of May.

- Thompson commented on the wetland presentation.
- Pugh commented on the process.

#### 9. ADJOURNMENT

• With no further business to come before the Platting Board, Chair Jay Van Diest adjourned the meeting at 4:41 p.m. (CD: 03:35:06)

Attest:

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VickieLee Fenster, Platting Assistant

The regular meeting of the Matanuska-Susitna Borough Platting Board was held on June 7, 2018, at the Matanuska-Susitna Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 1:00 p.m. by the Chair Jay Van Diest.

#### 1. CALL TO ORDER

#### A. ROLL CALL AND DETERMINATION OF QUORUM (by Administrative Specialist)

Platting Board members present and establishing a quorum:

Mr. Jay Van Diest, District #1 (Chair)

Mr. LaMarr Anderson, District #2

Mr. Jordan Rausa, District #4 (Vice Chair)

Mr. Dennis Vau Dell, District #5

Mr. George Thompson, District #7

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#### Platting Board member excused or absent:

Mr. Gregory Pugh, District #3

Mr. Patrick Johnson, District #6

Mr. John Shadrach, Alternate #2

#### Staff in attendance:

Mr. Fred Wagner, Platting Officer

Ms. Sloan Von Gunten, Administrative Specialist

Ms. Peggy Horton, Platting Technician

Ms. Cheryl Scott, Platting Technician

#### B. THE PLEDGE OF ALLEGIANCE

• The pledge of allegiance was led by Dennis Vau Dell.

#### C. APPROVAL OF THE AGENDA

Chair Jay Van Diest inquired if there were any changes to the agenda.

GENERAL CONSENT: The agenda was approved without objections.

#### 2. APPROVAL OF MINUTES

Chair Jay Van Diest inquired if there were any changes to the minutes for May 3, 2018.

GENERAL CONSENT: The minutes for May 3, 2018 were approved without objection.

#### 3. UNFINISHED BUSINESS

#### A. PRIMROSE POINTE MASTER PLAN

Chair Jay Van Diest read the case description into the record.

Sloan Von Gunten, Administrative Specialist, provided the mailing report.

• Stated that 239 public hearing notices were mailed out on May 16, 2018.

#### Peggy Horton, Platting Technician, provided a staff report:

• Gave an overview of the case, #2005-097.

#### Chair Jay Van Diest

• Opened the public hearing and asked any members of the public wishing to speak to come forward.

#### Bill Klebesadel (City of Wasilla)

- Clarified the status of the roads, drainage, and septic use.
- Answered questions from the platting board.

#### Karl Lund

- Concerned about the road curve on Emerald Drive.
- Thanked the board for their efforts.

#### Chair Jay Van Diest

• Closed the public hearing.

#### Dea Duffus (Petitioner's Representative)

• Gave a brief update on the changes to the Master Plan Phases.

#### MOTION:

• Rausa moved to approve the redesign of the master plan for Primrose Pointe under Title 43 and extension to December 31, 2025. Add finding #15 & #16. The motion was seconded by Vau Dell.

#### FINDINGS:

- Add #15: Diane Woodruff submitted concerns with the drainage, septic and road alignment. Staff notes final drainage plan must be approved by the City of Wasilla prior to recording each phase; useable area requirements will be addressed with the conditions of approval; and road alignment was moved to the west to allow more room between her lot and Emerald Isle Drive. Plans are for a 2% to 4% slope at the intersection of W. Lone Cub Drive and Emerald Isle Drive and a 4% to 6% slope going north on Emerald Isle Drive from W. Lone Cub Drive.
- Add #16: City of Wasilla Deputy Public Works Director, Bill Klebesadel, said the
  Department of Public Works will work with the petitioner to ensure road plans and
  drainage plans are approved by the City of Wasilla prior to each phase recording.

#### VOTE:

• The motion passed with all in favor. There are 16 Findings.

TIME: 2:01 P.M. CD: 0:58:33

#### 4. PUBLIC HEARINGS

#### A. AK SALMON

Chair Jay Van Diest read the case description into the record.

Sloan Von Gunten, Administrative Specialist, provided the mailing report.

• Stated that 58 public hearing notices were mailed out on May 16, 2018.

Cheryl Scott, Platting Technician, provided a staff report:

- Gave an overview of the case, #2018-043.
- The petitioner is requesting to continue the case to July 19, 2018, to re-evaluate the access to the subdivision.

#### Chair Jay Van Diest

 Opened the public hearing and asked any members of the public wishing to speak to come forward. Seeing no members of the public wishing to speak, kept the public hearing.

The Petitioner or The Petitioner's Representative was not present at the platting board hearing.

#### MOTION:

• Rausa moved to continue the preliminary plat for AK Salmon to July 19, 2018. The motion was seconded by Thompson.

#### VOTE:

• The motion passed with all in favor.

TIME: 2:04 P.M. CD: 01:01:46

#### **B. WHISPERING WINDS**

Chair Jay Van Diest read the case description into the record.

Sloan Von Gunten, Administrative Specialist, provided the mailing report.

• Stated that 170 public hearing notices were mailed out on May 16, 2018.

Peggy Horton, Platting Technician, provided a staff report:

• Gave an overview of the case, #2018-056.

#### Chair Jay Van Diest

 Opened the public hearing and asked any members of the public wishing to speak to come forward.

#### Keith Morberg

- Representing the Mountain Rose Estates subdivision.
- Read to the board a list of limitations.

#### Betty Jean Krause

- Asked why the petitioner is subdividing the property into 2 tracts.
- Concerned about more development in the area.

#### Chair Jay Van Diest

• Closed the public hearing.

#### Tony Hoffman (Petitioner's Representative)

- Making 2 tracts in accordance to do federal funding.
- There are 2 phases in doing the action with federal funding.

#### MOTION:

 Anderson moved to approve the preliminary plat for Whispering Winds and variances from MSB 43.20.120 & 140, Legal and Physical Access. The motion was seconded by Thompson.

#### VOTE:

• The motion passed with all in favor. There are 14 findings.

TIME: 2:31 P.M. CD: 01:28:21

**AUDIENCE PARTICIPATION** (Three minutes per person, for items not scheduled for public hearing)

#### 5. ITEMS OF BUSINESS & MISCELLANEOUS

#### 6. RECONSIDERATIONS/APPEALS

#### 7. PLATTING STAFF & OFFICER COMMENTS

- There are 2 cases to be heard at the next Platting Board Meeting.
- Eileen Probasco provided an updated print out of the construction manual.

#### 8. BOARD COMMENTS

No Comments.

#### 9. ADJOURNMENT

• With no further business to come before the Platting Board, Chair Jay Van Diest adjourned the meeting at 2:33 p.m. (CD: 01:30:47)

Jay Van Diest, Chair

Attest:

Sloan Von Gunten, Administrative Specialist

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### MATANUSKA-SUSITNA BOROUGH PLATTING BOARD MINUTES

CLERKS OFFICE BULAR MEETING

The regular meeting of the Matanuska-Susitna Borough Platting Board was held on June 21, 2018, at the Matanuska-Susitna Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The Meeting was called to order at 1:00 p.m. by the Chair Jay Van Diest.

#### 1. CALL TO ORDER

## A. ROLL CALL AND DETERMINATION OF QUORUM (by Administrative Specialist)

Platting Board members present and establishing a quorum:

Mr. Jay Van Diest, District #1 (Chair)

Mr. LaMarr Anderson, District #2

Mr. Jordan Rausa, District #4 (Vice Chair) - Late

Mr. Dennis Vau Dell, District #5

Mr. Patrick Johnson, District #6

Mr. George Thompson, District #7

#### Platting Board member excused or absent:

Mr. Gregory Pugh, District #3

Mr. John Shadrach, Alternate #2

#### Staff in attendance:

Mr. Fred Wagner, Platting Officer

Ms. Sloan Von Gunten, Administrative Specialist

Ms. Peggy Horton, Platting Technician

#### B. THE PLEDGE OF ALLEGIANCE

• The pledge of allegiance was led by LaMarr Anderson.

#### C. APPROVAL OF THE AGENDA

Chair Jay Van Diest inquired if there were any changes to the agenda.

GENERAL CONSENT: The agenda was approved without objections.

#### 2. APPROVAL OF MINUTES

Chair Jay Van Diest inquired if there were any changes to the minutes for May 17, 2018.

GENERAL CONSENT: The minutes for May 17, 2018 were approved without objection.

#### 3. UNFINISHED BUSINESS

None

#### 4. PUBLIC HEARINGS

#### A. ONE THOUSAND SKIES SUNRISE

Chair Jay Van Diest read the case description into the record.

Sloan Von Gunten, Administrative Specialist, provided the mailing report.

• Stated that 19 public hearing notices were mailed out on May 31, 2018.

Peggy Horton, Platting Technician, provided a staff report:

• Gave an overview of the case, #2018-062.

#### Jordan Rausa arrived at the platting hearing at 1:12 p.m.

#### Chair Jay Van Diest

 Opened the public hearing and asked any members of the public wishing to speak to come forward. Seeing no members of the public wishing to speak, closed the public hearing.

#### Cliff Baker (Petitioner's Representative)

- Would like to change recommendation #6 & finding #10.
- Answered the platting board's questions.

#### MOTION:

 Thompson moved to approve the preliminary plat for One Thousand Skies Sunrise. Modify recommendation #6 and finding #10. The motion was seconded by Johnson.

#### DISCUSSION:

Rausa asked about fire service for the area.

#### RECOMMENDATIONS:

 Modify #6: Vacate the Section Line Easement within Sections 1 & 12 simultaneously with this plat recordation.

#### FINDINGS:

 Modify #10, the last sentence: . . . The state intends to vacate the Section Line Easement simultaneously with this plat recording.

#### VOTE:

The motion passed with all in favor. There are 13 findings.

TIME: 1:24 P.M. CD: 01:01:46

**AUDIENCE PARTICIPATION** (Three minutes per person, for items not scheduled for public hearing)

#### 5. ITEMS OF BUSINESS & MISCELLANEOUS

#### 6. RECONSIDERATIONS/APPEALS

#### A. KLINEFELT & PUE

Chair Jay Van Diest read the case description into the record.

Sloan Von Gunten, Administrative Specialist, provided the mailing report.

• Stated that 78 public hearing notices were mailed out on May 31, 2018.

#### Peggy Horton, Platting Technician, provided a staff report:

- Gave an overview of the case, #2018-010/011.
- Would like to add an additional finding on a drainage easement.
- Answered questions from the platting board.

#### Trina Sears, MSB Law

Clarified code on connectivity.

#### Eileen Probasco, MSB Planning Director

Reiterated the requirement by code for road connections.

#### Chair Jay Van Diest

 Opened the public hearing and asked any members of the public wishing to speak to come forward.

#### Robert Cassell:

- Concerned about the proposed route for the right-of-way easement.
- Does not agree with the 60' wide right-of-way easement.

#### Stephen Edwards

- Concerned about traffic safety and the roadway if the right-of-way easement is constructed.
- Concerned about the maintenance cost and the affect it will have on the surrounding properties.

#### Martin Hinshaw

- · Concerned about the roadway access that the planes use.
- Does not agree with the easement as it conflicts with the plane access.

#### Alan Carpenter

- Concerned about the placement of the easement
- State his opinion on the public process.

#### Dahnielle Wheeler

• Concerned about the construction of the right-of-way easement as there is theft in the neighborhood, and would not like it to escalate more.

#### Chair Jay Van Diest

Closed the public hearing.

#### Curt Holler (The Petitioner's Engineer)

- Gave a handout on the road condition evaluation & traffic analysis.
- Gave an overview on the drainage.

#### Ellery Gibbs (Petitioner's Representative)

- Provided a handout on his reconsideration points.
- Gave an overview of their reasons for the reconsideration and why they do not want to have the 60' right-of-way easement on this plan.

#### Sean Frazier (Petitioner's Representative)

- Gave a brief background history of the property ownership.
- Commented on traffic, roads, and crime.
- · Believes that this easement is a taking of this land.

#### MAIN MOTION:

 Johnson moved to approve the preliminary plat for Klinefelt Subdivision and Public Use Easement, adding recommendation #10. The motion was seconded by Vau Dell.

#### The Platting Board Chair did not read into the record recommendation #10.

#### RECOMMENDATION:

 Add #10: Provide a 15' wide drainage easement at the common property line of Tract 1 & 2.

TIME: 2:40 P.M. CD: 01:36:31 BREAK

TIME: 2:51 P.M. CD: 01:36:41

#### MOTION TO AMEND:

 Anderson moved to amend the motion to remove recommendation #4. The amendment was seconded by Thompson.

#### DISCUSSION:

- Discussion on the public use easement and transportation plan.
- Discussion on setbacks.

#### VOTE on AMENDMENT:

• The amended motion failed with three (3) against (Johnson, Vau Dell, Rausa) and three (3) in favor (Anderson, Thompson and Vau Diest).

#### DISCUSSION:

• Discussion about creating a building setback instead of requiring the public use easement.

#### MOTION TO AMEND:

 Rausa moved to amend the motion to remove recommendation #4 and replace it with: Add a building setback of 75' from the north boundary lot line and label on final plat as proposed road corridor. The amendment was seconded by Anderson.

#### DISCUSSION:

· Discussion regarding the setbacks.

#### VOTE on AMENDMENT:

• The amended motion passed with 4 in favor (Anderson, Rausa, Thompson, Van Diest) and 2 Against (Johnson, Vau Dell).

TIME: 3:26 P.M. CD: 02:11:27

**BREAK** 

TIME: 3:30 P.M. CD: 02:11:46

#### FINDINGS FOR THE AMENDMENT:

- The Platting Board wrote findings for the amendment, but did not read the findings into the record.
- The Chair asked the board for any other changes to the findings, making a general consent to pass the findings.

#### The following findings were turned in by the clerk for the written minutes.

- This plat does not promote the common good and welfare in this community. MSB 43.05.015.
- Adjoining parcels beyond the proposed subdivision have access without granting a PUE. MSB 43.20.100 (D)
- For the purpose of civil consensus, it became apparent that agreeing with the
  petitioner's willingness to provide a building setback as opposed to a public use
  easement would satisfy all parties without infringing on the petitioner's perceived
  rights to the use of their land, while maintaining an "un-built" corridor for future
  road construction, should it become necessary in the future.
- The Petitioner stated they were willing to agree to building set-backs for future road construction if such is later required by the borough.
- Removed condition #4 requiring a 60' PUE on the north side of the property and added a 75' setback along the northern boundary of the property.
- The Platting Board voted and denied removal of the condition that a 60' Right-of-way was required. The platting board then passed an amendment that this

condition was removed, but replaced with building setbacks from property line on the north of this proposed subdivision.

#### DISCUSSION:

Discussion on the main motion & the approved amendment.

#### VOTE on MAIN MOTION:

 The motion passed with four (4) in favor (Anderson, Rausa, Thompson, Van Diest) and two (2) against (Johnson, Vau Dell) with 10 conditions, and 20 findings.

TIME: 4:00 P.M. CD: 02:22:58

#### 7. PLATTING STAFF & OFFICER COMMENTS

- The July 5, 2018 platting hearing is canceled due to the 4<sup>th</sup> of July Holiday and no quorum is available.
- Updating the platting checklist for the board.
- There are 3 cases to be heard at the July 19<sup>th</sup> Platting Board Meeting.

#### 8. BOARD COMMENTS

- Vau Dell commented on the April 19<sup>th</sup> platting minutes that should be corrected.
- Anderson thanked staff.
- Johnson will be out for the August 2<sup>nd</sup> meeting.

#### 9. ADJOURNMENT

• With no further business to come before the Platting Board, Chair Jay Van Diest adjourned the meeting at 4:00 p.m. (CD: 02:27:30)

Jay Van Diest, Chair

Attest:

Sloan Von Gunten, Administrative Specialist

RSA 16 Meeting Minutes South Colony February 7, 2018

Meeting called to order at 5:02 p.m.

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#### Pledge of Allegiance

In attendance – Marty Van Deist, Phillip Cobb, Rhonda Stark, Will Barickman, Tracy Link. Terry Dolan present for first part of the meeting. Quorum established.

**Agenda** – added under new business discussion of project "wish lists" items related to RSA 16. Phil Cobb moved to approve agenda.

Minutes from last meeting – Rhonda Stark moved to correct title.

Phil Cobb moved to approve as corrected.

Staff Report - Will Barickman

#### General maintenance -

McKenna has done a good job – share of rain and high winds – going along smoothly. Spent since last meeting – cleaning of storm drains and manholes – (additional maintenance page – second page) on Bogard that we took over – 7k down with back truck (dollars) Shoulders – to stop erosion \$6300. – cleaning out shoulders and rebuilding asphalt. Two numbers – Touch up and paving - \$4,112.00 – goes hand in hand with the \$6300. Run from Snicker to Gold Bullion. Lots of damage down by ATV's – costly – but no funds contributed by ATV users.

**RSA Fund Balance** – Marty inquired about loan payment figure of \$4255. – this is for RSA 16 percentage of salt and sand storage based on road miles. We share the sand and salt storage cost and ownership of the building with the other RSA's. The borough takes out a loan – may have been from a bond. Terry called in to explain. Discussion commenced. Could be from road service revolving loan fund. Building roads with money we don't have would have to be through a bond process.

Will has a resolution in works to transfer \$450,000 to road improvement projects in order to expand for more paving. This will leave us with 55k +/- for operating. If we agree, we will sign this resolution transferring funds. Phillip Cobb mount to approx resolution.

n. Passed

Marty brought up #12 on RSA project list – extending Showers to Herman. No money at this point. But the concern is community safety and fact only one way out of either Falk or Soapstone communities. If fire etc.

Further discussion of process.

Discussed the pros and cons of perspective projects and Will encouraged RSA members to make note of road situations we see.

Further discussion of TexAl Rd. need for RSA prospective projects.

av

#### Staff Report - Tracy Link

RSA 16 Project list review. Projects above yellow line are all accounted for and will commence with available funding. Chalet, Penny, Rush - PO issued and will be moving forward. Engineering \$24,000 - three bidders. Paving will be issued. Request for quotation on Jason Ct. also - cul-de-sac.

#### **New business**

Rhonda Stark gave synopsis of meeting highlights from 1/18/18 RSA general meeting

Discussion of Wish lists from RSA and Planning – looking at RSA 16 – Tex Al connection is important and we are supportive. Property owner on the section line will need to modify.

Hemmer Rd is being improved but not punched down as no right of way and property owner not willing at this time.

Agreement in Engstrom congestion troubles. Options? PSB building move, roundabout situation decisions – weigh pros and cons of options. DeSpain property etc. , shifting road where it comes onto Bogard.

Options for relieving traffic on Engstrom. Road from Heart Lake to Bogard, Settlement to Trunk, Aspen to Palmer Fishhook etc. Supportive of various options.

Discussed meeting dates. For now keep dates as they are:

2018 remainder - May 9, August 8, October 3 – all 5:00 pm and located at MSB O&M Building.

Further Comments - none

Phillip Cobb moved to adjourn meeting.

Adjourned - 6:40 p.m.

# RECEIVED AUG 1 0 2018 CLERKS OFFICE

# Matanuska-Susitna Borough South Colony Road Service Area 16 Board of Supervisors Special Meeting July 17, 2018

Meeting called to order at 9:32

**Quorum** determined with two members in attendance. Phillip Cobb and Rhonda Stark were present.

**Pledge** 

Agenda - Phil moved to approve. Approved

**New Business** 

**Differential tax zone** – This meeting was called for purpose of reviewing the need for a traffic light on the Glenn Highway at Colleen.

Terry Dolan explained the situation and the need. Assembly will make final decision and set the mil for the special tax zone. DOT upgrading Glenn Hwy. Need traffic signal for left turns on Colleen. Without a signal traffic will not be able to turn left toward Palmer but would have to go opposite direction. A traffic signal would allow for more flexibility entering the Glenn Hwy for residents and gravel trucks. There will be another light at Inner Springer/Noisy Goose for which DOT will assume cost. Terry presented the options available — Option 1 with a light - With the second light, borough will also assume responsibility for frontage road maintenance. The second light at Colleen will benefit residents within quite a large area. Option 2 would require residents coming out of west side of Glenn would have to dart across the Glenn, Residents in the Grandview area would have to turn right toward Palmer and make u-turn to go back, as also would gravel trucks. Borough has been in negotiation with the gravel companies regarding who would most benefit and who could pay.

Method of Payment -1/3 would come from RSA 16 with 2/3 to come from the differential tax zone, as established in AS 29.35.470

Railroad crossing will also need to be maintained - borough will assume cost, railroad will do work but bill borough. This is standard.

Additional map added showing tax parcels

Residents within Bradley Kepler area are very favorable to having a light at Colleen.

Maintenance of railroad gates and traffic light will follow federal standards and will be done by railroad and state and borough will be billed. Will not pay for maintenance until construction complete.

Discussion ensued and review of the resolution proposal.

\*\*See Terry's presentation packet to minutes

Rhonda Stark moved to approve submitting a resolution in support of a differential tax district within RSA 16. Phillip Cobb seconded. Passed unanimously.

Rhonda moved to adjourn meeting

Adjourned 10:05 am

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8/8/18

#### West Lakes Public Safety Building – Station 73 10073 W. Parks Hwy Wasilla, Alaska 99623

April 09, 2018

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#### **MEETING MINUTES**

**CLERKS OFFICE** 

#### I. CALL TO ORDER

The meeting of the West Lakes Fire Service Area Board of Supervisors was called to order at **6:05** at West Lakes Public Safety Building Station 73 at 10073 W. Parks Hwy. Wasilla, Alaska by Chairman William Browne on **April 09, 2018**.

#### II. ROLL CALL AND DETERMINATION OF QUORUM

Board Members present and establishing quorums:

West Lakes FSA: Bill Browne, Chairman, Steve Simpson, and Cathi Kramer (via telephone)

#### Also present:

From West Lakes: Chief John Fairchild, Admin Theresa Elliott, Admin Roxxanne Puckett

Also: Larry Fetchenheir

#### III. PLEDGE OF ALLEGIANCE

Mr. Browne asked Chief Fairchild to lead "The Pledge of Allegiance".

#### IV. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

A. MOTION: Bill Browne - to approve West Lakes FSA minutes as written. VOTE: The motion passed unanimously.

Bill Browne made an announcement to the board that we are down a board member, Rae Arno has gone back to Homer to take care of her mother and father, and has resigned her board position, we do need a 5<sup>th</sup> board member. If you know someone that wants to be a board member, they need to put their application in at the Borough.

#### V. REPORTS

#### Chief Fairchild reported for West Lakes:

**Runs:** 39 runs for March, 2 structure fires, 2 highway fires, 3 rubbish fires, 9 rescue calls, 3 false alarms, 6 mutual aid calls, 4 Hazardous material calls, 10 other responses.

#### Prevention

- WLFD assisted (and set up) with First Aid instruction for the Big Lake Girl Scouts Troop 242.
- WLFD participated in the Kids2College program at the Big Lake Elementary. This is the third year in a row we have been invited to participate in these events. WLFD will be part of the Kids2 College panel on April 20, 2018 at the Meadow Lakes Elementary School.
- All 2018 Fire Prevention Week supplies have been ordered. Delivery is expected
  well before the end of the fiscal year. Supplies replaced all used last year and
  rebuilt our supply of "cached" material.
- WLFD received a donation of 8 CO monitors from Home Depot. WLFD made application for donations of CO alarm with Lowes, Kidde and First Alert.
- WLFD installed one donated CO alarm.
- Plans are being made with the Red Cross to hold another "Sound the Alarm Event" to install smoke alarms within our service area. Bill Morrow will be contacting Lakes One because Red Cross would like to utilize station 73 for this event.

#### **Training**

- Scenario base training in fire size up and wildland attack
- Completing fit testing for all responders except 3 who are out of area for work or leave of absence.
- FF-1 candidates will test out for the state certification this Friday and Saturday

#### Mechanic

- Installed LED moose lights on both rescue trucks 71 and 81,
- Installed a newer light bar, fixed the air horn, air compressor problem, and replaced the driver side windshield on T821.
- Completed L.O.F. and P.M or annual, fixed light mast, fixed foam leak, fixed some lights, and replaced Kusmal charger on E811.
- Fixed windshield wiper fluid problem on E711.
- CV72 had an A/C air compressor go bad which I had to take to Kendall Ford to be replaced. Replaced the plow A-Frame on Brush/SV71 and replaced the alternator for a charging issue.
- Stevens glass came out and fix windshield chips on E811, Maint. 4, CV82.
- Started the L.O.F. and P.M on PT811.

#### **Budget**

- Submitted to the directors awaiting assembly approvals.
- Requested the same amount of money for this year as last year, we are about \$200K more on our projected.

• Real Property \$2.7M, Real Property Delinquent \$70K, Personal Property \$4,900, Penalty & Interest \$25K, Vehicle State Tax \$34.2. We are at \$2.9M in those revenues alone, by the time you put building rentals, other interest on investments, and misc. revenue, we are right at \$3.4M. Our numbers look good with what our managers have presented. Admin & Audit totals are \$169K. Bill Browne asked if there was anything that acts as a cushion since we have budgeted all our money for the year? Chief Fairchild said that we have \$100K in Capital Projects that we can use, also have \$30K from the asphalt repair, also I think that we will have about \$20K going back in from the new truck. Chief Fairchild said that we under spent our budget about \$400K in 2016-2017 that went back into the fund. I think there will be another \$200K - \$300k going back into the fund budget.

#### **General Operational Notes and Information**

- There is \$125,000 in money left from ST -73 construction, we are trying to get it moved so WLFD can use the money for additions to the station as it was to be used for.
- Replacing the floor in the hose tower for proper drainage and going to install a trench drain in the decon room for proper drainage for the extractor.
- St-73 is getting all the incomplete work lists done and other than the jobs listed above we are done with major repairs.
- G-1 air packs budgeting and final prices for first order on the new SCBAs. The cost for this year order will be about \$300,000 in CIP funds that have been budgeted in the last 2 years. We will have one more buy of G-1 SCBAs of around \$300,000 in the 19/20 budget cycle.
- Interviews for the Lieutenant positions completed and promoted.
- St-73 truck fill bypass/minimum flow line for the fill pump completed for pump protection.
- All WLFD ladder testing complete.
- Paving bid is in for \$67,000 for 71, 72 and 81 pavement repair received and accepted from McKenna construction, Capital projects will be oversite on this.
- 2018 Pre-fire plans project 40% completed
- BC Keel and myself Toured the Marijuana cultivation business "Field of Dreams" with planning for their permit to operate.
- Chief will be on vacation from April 11<sup>th</sup> to the 19<sup>th</sup>. Chief Keel will be the acting chief for that period.

#### Chairman Bill Browne: Anything for anyone else?

Cathi Kramer asked about burn permits, Chief Fairchild verified the permits are the same permits as last year. Cathi mentioned that there were no permits at her station.

Chief Fairchild said he would restock Horseshoe Lake with burn permits and also get a box for Station 73. Roxxanne will check on the burn permits.

**Chairman Bill Browne:** Asked if there was any unfinished business or new business? Unanimously No.

**Chairman Bill Browne:** If nothing else, I say we adjourn the meeting. Steve Simpson second motion.

#### VI. ADJOURNMENT

Chairman Browne adjourned the meeting at 6:46.

WILLIAM BROWNE, Chairman, West Lakes FSA B.O.S.

ATTEST:

THERESA ELLIOTT, Admin Assistant, West-Lakes FSA B.O.S.

Minutes approved on: 514 6 (West Lakes FSA B.O.S

#### West Lakes Public Safety Building – Station 73 10073 W. Parks Hwy Wasilla, Alaska 99623

May 14, 2018

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CLERKS OFFICE

#### MEETING MINUTES

#### I. CALL TO ORDER

The meeting of the West Lakes Fire Service Area Board of Supervisors was called to order at **6:00** at West Lakes Public Safety Building Station 73 at 10073 W. Parks Hwy. Wasilla, Alaska by Chairman William Browne on **May 14, 2018**.

#### II. ROLL CALL AND DETERMINATION OF QUORUM

Board Members present and establishing quorums:

West Lakes FSA: Bill Browne, Chairman, Steve Simpson, Cathi Kramer, Corwin Matthews, and Dan Mayfield

#### Also present:

From DES: Deputy Director Ken Barkley

From West Lakes: Chief John Fairchild, Admin Assistant Roxxanne Puckett, Battalion Chief James Keel, and Capt. Laurel Keel

#### III. PLEDGE OF ALLEGIANCE

Mr. Browne asked Cathi Kramer to lead "The Pledge of Allegiance".

#### IV. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

A. MOTION: Bill Browne - to approve West Lakes FSA minutes as written. VOTE: The motion passed unanimously.

#### V. REPORTS

#### Chief Fairchild reported for West Lakes:

Chief Fairchild – I have emailed the budget sheets to you these have been accepted by the assembly.

**Runs:** April total 34 runs, 5 structure fires, 4 rubbish fires, 9 rescue, 1 false alarm, 6 mutual aid, 4 hazardous material calls, 2 hazardous condition calls, 3 other responses.

#### Prevention

- West Lakes participated in the Kids 2 College event at the Big Lake Elementary School, three classes with approximately 80 children.
- West Lakes attended and helped with the Volunteer Recognition Breakfast at the Big Lake Elementary School.
- West Lakes hosted and participated in the Red Cross Sound the Alarm Smoke Alarm installation event.
- West Lakes received a donation of 24 CO monitors from Lowes.
- West Lakes installed smoke alarms in one residence.
- West Lakes provided/installed two donated CO monitors.
- Roy Roistacher attended a Fire and Life Safety Educator class (IFSAC/PRO board).
- Planned for Prevention event at Willow Preparedness Fair in May.
- Presented Home Ignition Zone /Defensible space presentation (with Fire wise) for Meadow Lakes Community Council in May.

#### **Training**

- We completed the FF I course on April 7<sup>th</sup>, that consisted of 5 personnel from West Lakes, 3 from Talkeetna, 1 from Houston, and 2 from Kuparuk. Of the 5 West Lakes personnel in the class when we have our State written exam, 2 of the West Lakes personnel took the initial test and 3 did a written re-test. We also had 1 person re-testing the Fire Service Instructor I exam and 1 person re-testing the HMO.
- We completed the S130/190 class. We had 3 from Talkeetna, 2 from Houston and 4 from West Lakes. We completed the class on April 22<sup>nd</sup>.
- We sent 3 personnel to Anchorage for the Fire and Arson Investigation class. We are waiting on the test results from that.
- We sent 2 personnel to FDIC in Indianapolis, Indiana for a week of intensive training
- April is the month we focus on Wildland training.
- Tuesday night trainings have been focused on Wildland/Urban Interface.
- On 4/3/18 we did Structural Triage training.
- On 4/10/18 we focused on Wildland hands on training that focused on deploying quick packs. Building quick packs, tool maintenance.
- On 4/17/18 we did are annual pack test and shelter deployment, out of 21 personnel that did the pack-test to get red carded 20 passed.
- On 4/24/18 we had our annual wildland fire-line safety refresher (RT-130).
- On 4/23/18 was our monthly rescue training. We focused on airbags and removing a patient pinned under a heavy object.

#### Mechanic

- Changed over all West Lakes vehicle from winter studded tires to summer nonstudded tires.
- Changed over both Brush trucks 81 and 71 from plow-sanding units to Brush units.
- Installed the new Brush unit in the new support 73.
- Completed the L.O.F. and P.M. on PT81 which included putting all new brakes on it.
- Completed the annual service of all three SCBA compressors at station 81, 71, and 73.
- Fixed CV72 which had a check engine light and stuttering problem.
- Completed L.O.F. on CV81, and Brush/SV71.
- Also fixed a lot of little items like intermittent lights, lights burnt out and windshield wipers needing changed.

#### **General Operational Notes and Information**

- Budget is approved as submitted with a few minor changes.
- We have access to \$28,000 from the St-73 build that we can finish up the furnishings and equipment. We need about \$10,000 to get everything we need. It will be ordered in the next 2 weeks. There is \$99,000 that is left for construction at St-73 not for furnishings/equipment. There is \$352, 794 still encumbered for landscaping and the grounds area that will take place in June timeframe.
- ISO rating is not till next year due to the way the certificate was sent out. Ken Barkley stated that Houston, Talkeetna and Central are all getting ISO tested August 1-2, 2018.
- Pre-fire plans for WLFD are 65% done for the year.
- Fire Boat 82 is being prepped for summer and Fire boat 81 will be in next.
- All three brush trucks are prepped and in service for forestry season.
- Alaska Canvas came out to take measurements and give us estimates for boat and PT811 for hose bed cover and side curtains.
- Interviewed and recruited 8 new on-call paid for WLFD, 5 for the basic class and 3 that have FF-1 or higher certifications.
- Station 73 IWL work lists are being worked. Howdy replaced the floor in the hose tower to fix drainage and slope issues on the tower floor. Howdy will also be installing a load bank on the generator to load the generator up during test runs and stop wet exhaust stacking.
- Capt. Stout is getting the MSB wireless system to completion for St-73
- All annual evaluations are complete for the full time personnel and sent to the director.

**Chief Fairchild** – We have not received the official letter yet, but we did get approved for \$7500 from the State of Alaska Forestry grant.

We are going to have the 4 trees at Station 81 injected for Spruce Beetle. This will give the trees a 2-year protection; the cost will be \$340.

**Chairman Bill Browne -** *Does anyone have any announcements or something to discuss?* 

Cathi Kramer - I have a request; Firewise is requesting that I redo my CWPP, I am working with Forestry on this, but one of the things I am going to need is a new equipment list from West Lakes, and the other thing is an evacuation plan if we have one for West Lakes Boulevard. Chief Fairchild stated that he would get her an equipment list. Ken Barkley stated that we have designated shelters, and a contract with all the schools, libraries, rec centers. Contact Casey Cook for this list. Dan Mayfield stated that Ken Barkley may want to have Casey Cook contact the Big Lake Community Council President with the list.

**Cathi Kramer -** asked if they (Forestry) hired a state Liaison, Chief Fairchild said he did not know.

Chairman Bill Browne - Asked if anyone has any new business?

Dan Mayfield - I will put it out there, I talked to the chief and the clerk at the borough, we are looking at possibly extending the fire service area by a few homes, 6 homes are in my area, at least 5 of the 6 want to be in the fire service area for sure. There may be some homes over off of Devils Club and Verns Way, so there maybe a couple of annexations I may be proposing here in the future. The homes are slightly above average in value, so there is some interest. Chief Fairchild stated that he and Chief Keel have been running the roads to see where they can and can't gain access to. They need to work the Verns Way area more. The trouble with all that country out there is there are certain times of the year and certain weather conditions that make accessing a bit difficult.

**Chairman Bill Browne -** Anyone else to be heard? Shall we adjourn? Cathy Kramer and Steve Simpson seconded motion.

#### VI. ADJOURNMENT

**Chairman Browne:** adjourned the meeting at **6:30**. The next meeting will be June 11, 2018 at 6:00pm.

William Browne, Chairman, West Lakes FSA B.O.S.

ATTEST:

THERESA ELLIOTT, Admin Assistant, West-Lakes FSA B.O.S

Minutes approved on: (West Lakes FSA B.O.S

West Lakes Public Safety Building – Station 73 10073 W. Parks Hwy Wasilla, Alaska 99623 JUL 1 2 2018

CLERKS OFFICE

June 11, 2018

#### **MEETING MINUTES**

#### I. CALL TO ORDER

The meeting of the West Lakes Fire Service Area Board of Supervisors was called to order at **6:10** at West Lakes Public Safety Building Station 73 at 10073 W. Parks Hwy. Wasilla, Alaska by Chairman William Browne on **June 11, 2018**.

#### II. ROLL CALL AND DETERMINATION OF QUORUM

Board Members present and establishing quorums:

West Lakes FSA: Bill Browne, Chairman, Steve Simpson, Cathi Kramer, Corwin Matthews.

#### Also present:

From DES: Deputy Director Ken Barkley

From West Lakes: Chief John Fairchild, Admin Assistant Theresa Elliott,

#### III. PLEDGE OF ALLEGIANCE

Mr. Browne asked Director Barkley to lead "The Pledge of Allegiance".

#### IV. APPROVAL OF AGENDA

Bill Browne - All approve the agenda as written? Unanimously approved.

#### V. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

A. MOTION: Bill Browne - to approve West Lakes FSA minutes as written. VOTE: The motion passed unanimously.

#### VI. <u>REPORTS</u>

#### Chief Fairchild reported for West Lakes:

**Runs:** 52 total Runs, 0 structure fires, 1 highway fire, 11 rubbish fires, 19 rescue calls, 3 false alarms, 3 mutual aid calls, 3 Haz mat calls, 11 other responses.

#### Prevention

• WLFD conducted one station tour (12 participants) on May 2, 2018 - This was a group of Home School children affiliated with the Faith Bible Center.

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- WLFD attended and participated in the Willow Preparedness Fair on May 5, 2018
   Presented safe burn barrel use.
- WLFD attended and presented to the Meadow Lakes Community Council on May 9, 2018 (along with Horseshoe Lake Fire wise) on Home Ignition Zone preparedness.
- WLFD attended and participated in the Meadow Lakes Cleanup and Picnic (burn barrel and safe burning practices information) on May 20, 2018.
- WLFD will attend and participate in the OCS Foster Children Field Day at the Meadow Lakes Senior Center Sport Field (approximately 100 foster kids) on May 31, 2018
- WLFD installed smoke alarms and CO monitors in 6 residences.
- Assisted Meadow Lakes Community council in the yearly clean up and block party

#### **Training**

- We started the BFF class with 8 students. So far we lost 2 students due to work conflicts but have 6 that passed the written exam with an average score of 93% on morning of May 26<sup>th</sup>. We will be finishing the class on June 3<sup>rd</sup> with Live Fire training and practical exam.
- Completed the RT-130 for those that needed the Wildland Fire Line Safety Refresher and Shelter Deployment May 26<sup>th</sup>.
- May is the month we focused on ISO Fire Site Drills. We focused on multiple fold-a-tank set ups with 3 each 3" hose lines to the ground monitor.
- For Rescue training in May we moved the class from the usual 4<sup>th</sup> Monday to Wednesday the 30<sup>th</sup> due to the holidays. We focused on Hand-tools and air tools.

#### Mechanic

- Annual PMs completed on E-821 and Tender 821
- Approved the change order for the substitution to a Kubota generator on the new truck
- Installed the new 6000 PSI bottles on Rescue 81
- TK-73 in for major PM for 2 weeks
- Tender 731 should be shipping back to us during June.
- Tender 721 had some issues, foam leak, radiator shroud, pressure relief valve, check engine light, air leaks, and lighting issues.
- E711 had an engine warning light, rusted tail pipe, front hubs leaking, light mast issue, foam level indicator, and supposed A/C condensation leak that I could not duplicate. All of these have been taken care of and we flushed the Foam tank and lines to convert it to the new foam.

- Completed the annual to both brush units on Brush 71 and Brush 81 to include installing the new Guzzlers.
- Brush 71 also had an L.O.F. and P.M. and charging issue that are completed.
- CV82 had the windshield replaced.

#### **Budget**

- Minor adjustments to 3 line items
- Final order for equipment has been sent in for this budget cycle.

#### **General Operational Notes and Information**

- St-73 landscaping in progress, final work list reviewed with Howdy construction.
- Concrete issue on fleet doors
- runoff water chutes for the pad runoff behind station
- Emergency generator Load bank installed and ready for testing.
- Station 82 tower certification completed for 2018/19, installed a new pyrometer system to monitor burn temperature.
- Completed all 3 story homes for pre-fire plans. Will start locating and contacting additional home that have been added since last year.
- Completed 5% more of the pre-fire plans putting the total at 84% complete.
- Fire boat 82 has been serviced and was tested, placed into service May, 25<sup>th</sup>
- Added 4 new Gas meter detectors/Sniffers to main line apparatus
- Repairing/Correcting the fill riser on the KimTex brush skid on SV-73
- Ordered the nozzles and fittings for all stations.
- Ordered the hose bed cover for PT-811
- \$27,840 DOT land Purchase is in the revenue line.
- Forestry grants are officially in; we did get the \$7500 from the state.
- On July 3<sup>rd</sup> will be the 4<sup>th</sup> of July training event.

#### VII. New Business

Bill Browne asked of there was anything else? Ken Barkley mentioned to Chief Fairchild that the chargers and batteries are in for the tools at Station 65. Ken Barkley also said that one of his goals has been to get the rescue pay straightened out. As of July 1<sup>st</sup>, FF's will make whatever their highest pay is, they will make that pay, no matter what they are doing, (ie: Engineer, Firefighter, Rescue Tech, etc.) I have also taken over the Rescue purchases. In the past the FSA's absorbed that, no money was given to them, but the money was there. FSA's should not have been supplementing these funds. When I took over the budget, I realized what was going on and since then, I have been sharing funds over all the departments.

Bill Browne – Anything else Mr. Barkley? As far as this FD, West Lakes is top notch, the Chief's staff can handle anything. They are very professional and have the best response out of all the FSA's, even Central with all their full time FF's. The difference with West Lakes is because they enjoy it and they do it for their community. Be proud of them.

Bill Browne – Does anyone else have else to say or add? Cathi Kramer said that she had a FYI, I have been asked to do the Sutton Safety Fair that is coming up this weekend, and I have been asked to do Willow, I am turning down a lot of those that are not in the West Lakes area because I can no longer get the materials and handouts. I want to keep my resources for the West Lakes area.

Bill Browne – Anything else anyone? If not I suggest that we Adjourn, Cathi Kramer second the motion.

#### VIII. ADJOURNMENT

Chairman Browne: Meeting adjourned at 6:53PM

William Browns, Chairman, West Lakes FSA B.O.S.

ATTEST:

THERESA ELLIOTT, Admin Assistant, West-Lakes FSA B.O.S.

Minutes approved on: 79 18 (West Lakes FSA B.O.S

#### West Lakes Public Safety Building – Station 73 10073 W. Parks Hwy Wasilla, Alaska 99623

July 9, 2018

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#### **MEETING MINUTES**

#### I. CALL TO ORDER

The meeting of the West Lakes Fire Service Area Board of Supervisors was called to order at **6:16** at West Lakes Public Safety Building Station 73 at 10073 W. Parks Hwy. Wasilla, Alaska by Chairman William Browne on **July 9, 2018**.

#### II. ROLL CALL AND DETERMINATION OF QUORUM

Board Members present and establishing quorums:

West Lakes FSA: Bill Browne, Chairman, Steve Simpson, Cathi Kramer, Corwin Matthews.

#### Also present:

Assembly Member Dan Mayfield

From West Lakes: Chief John Fairchild, Admin Assistant Theresa Elliott, Admin Assistant Roxxanne Puckett.

#### III. PLEDGE OF ALLEGIANCE

Mr. Browne asked Cathi Kramer to lead "The Pledge of Allegiance".

#### IV. APPROVAL OF AGENDA

Bill Browne - All approve the agenda as written? Unanimously approved.

#### V. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

A. MOTION: Bill Browne - to approve West Lakes FSA minutes as written. VOTE: The motion passed unanimously.

#### VI. REPORTS

#### Chief Fairchild reported for West Lakes:

• Runs: 2 structure fires, 3 vehicle fires, 6 rubbish fires, 19 medical & rescue responses, 3 false alarms, 7 mutual aid, 4 hazardous materials responses, 2 hazardous conditions, 10 other responses, for a total of 56 calls.

#### Prevention

- WLFD participated and presented at the Horseshoe Lake Fire wise event on June 23, 2018. There were approximately 70 people in attendance. WLFD instructed on the operation/deployment/maintenance of their community fire pumps and home ignition zones.
- WLFD installed smoke alarms and a CO monitor in one residence
- WLFD/Horseshoe Lake Fire wise sold 4 house number signs.
- WLFD met with Mat-Su Borough E911 staff to discuss/instruct our house number program.
- WLFD will present Learn not to Burn and Firefighters are Community Helpers at the Bright Minds Daycare.
- WLFD worked with Borough GIS to produce an updated Fire/Rescue Service area map.

#### Training

- Completed a G-130 forestry safety course for the new Fire Fighters
- ISO training for water supply from North Shore this month.

#### Mechanic

- Complete PM, lighting and valve repairs on The Platform truck.
- Two windshields were repaired, CV71 and Maint. 4.
- Installed air bags on the rear of SV73 to help with the weight of the brush pump.
- Finished the install of the new 6000psi breathing air bottles in R81.
- Fixed the high beam headlights, the moose light one emergency light and one set of struts on officer side door compartment on E71.
- Put new struts on two compartment doors of FB81.
- Replaced a rear door latch on PT71.
- Fixed the back window glass door latch on CV82.
- Installed new hose bed cover on PT81.
- Fixed one emergency light on E721.
- And the most time consuming project of completing the L.O.F. and P.M. on T73.
- Also helped off and on with pumper service testing of all West Lakes trucks.

#### **General Operational Notes and Information**

- Station 73 was accepted as complete with an incomplete work list for Howdy construction.
- Station 73 Landscaping is complete.
- Repairing the fleet doors concrete cracking issue where they connect to the outside apron

Page 2

- Pumper testing competed for the year on all apparatus.
- Paving repairs, seal coating and striping completed at 71, 81 and 71
- G-1 SCBA order for new packs are out for pricing for the first half of the changeover to G-1.
- Finished the final order for the new engine with General fire/Rosenbauer.
- Exercise equipment is installed and operational
- Completed fifteen additional pre-fire plans now 89% completed for 2018

#### VII. New Business

Chief Fairchild said there is an annexation coming up, the donut hole area on Carney Rd. One house in the donut hole burnt down, under Director 2's discretion, we (Central and West Lakes) fought the fire. Bill Browne asked what the property value is in that area, Chief Fairchild said in the high \$100K and more.

Cathi Kramer asked Chief Fairchild about the fire service area on the peninsula out on Horseshoe Lake. Chief said he has not inquired about that area yet. Cathi said that on the "My Property" of the Borough web site that the peninsula is in the fire service area, but there are no roads in. Chief Fairchild said Hour Glass Lake is also in the fire service area, but there are no roads there either. Dan Mayfield said with the new Property Tax bills going out, and lot comments on social media about the property taxes going up and the other comments that caught me were the ones about Long Island, how do we service Long Island? Chief Fairchild said we don't service Long Island that I know of. Dan Mayfield asked, if we can't service the area, shouldn't we pull them out of the fire service area? Chief Fairchild said that most the Islands out are not supposed to be in our fire service area. We have a little bit at Pretty Point which we can get into the back side. I have not physically gone to every island out there and started going through them, but I am going to. Dan Mayfield said that the only way we could service the islands is with the Fire Boat. Cathi confirmed that on "My Property" that Long Island is in the Fire Service area. Dan Mayfield stated they should not be paying FSA taxes if they are not in the Fire Service area.

Chief Fairchild said that the new Budget is in, it has \$510,000 CIP funding which is mostly to get the gear up to standards. With the cancer recognition, there are major changes in the department, one of the changes we are doing now is de-conning in the field before we even get into the truck. Turnouts are put in trash bags and put in the back of my truck, FF's need 2 sets of turn outs, and in some cases 3 sets. I think we are one of the first departments that are de-conning in the field.

Cathi Kramer said that at the community voted overwhelmingly to continue the Firewise program, we will be forming a LLC and becoming official. Cathi said that the next week she had gone to the LEPC meeting and represented the Fire Service Board, Robert Forchet (sp) was there, he is now in charge of FEMA. I asked if FEMA was still partnered with Firewise, he said he did not know. Come to find out they are partnered with Firewise, so now if we decide that we want to do another fire pump house or a fire hut, it is possible that we could get some grant funding from FEMA.

Chief Fairchild said he has 2 appointments already to head to the other side of West Lakes to make sure we can connect to their stuff; Andy Hammonds will head that up.

#### VIII. ADJOURNMENT

**Chairman Browne:** Bill Browne – Anything else anyone? If not I suggest that we Adjourn, Cathi Kramer second the motion.

Meeting adjourned at 6:56PM

WILLIAM BROWNE, Chairman, West Lakes FSA B.O.S.

ATTEST:

THERESA ELLIOTT, Admin Assistant, West-Lakes FSA B.O.S.

Minutes approved on: (West Lakes FSA B.O.S

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West Lakes Public Safety Building Station 73 10073 W. Parks Hwy. Wasilla, AK 99623

July 25, 2018

#### **MEETING MINUTES**

#### I. CALL TO ORDER

The meeting of the West Lakes Fire Service Area Board of Supervisors was called to order at **6:00pm** at West Lakes Public Safety Building Station 73 at 10073 W. Parks Hwy. Wasilla, Alaska by Chairman William Browne on July 25, 2017

#### II. ROLL CALL AND DETERMINATION IF QUORUM

Board members present and establishing quorums:

West Lakes FSA: Bill Browne, Chairman, Steve Simpson, Cathi Kramer, Corwin Matthews. Also Present:

From West Lakes: Chief John Fairchild, Admin Assistant Theresa Elliott, Admin Assistant Roxxanne Puckett.

Also Present: Larry Fetchenhier.

#### III. <u>NEW BUSINESS</u>

Repurpose CIP Funds from Radios to SCBA Purchase

Chief John Fairchild - The original bid was for just air packs alone was \$3905, When I got the new bid it went down to \$3715. A lot of the items on the new bid they really cut back, so I am able to do a little more than half of the air packs in one shot. CIP from 2016 for bottles replace/purchase has \$13,825.72 left, 2017 for bottle replacement has \$25K, and 2018 CIP has \$50K for bottle replacement bottles and upgrades and \$200K we put in last year for SCBA breathing air replacement. That gives me \$288,825.72. In 2018 we had \$50K for pagers and radios which we did not spend any this last year because they didn't know which pager they were going to go with. I also put in for \$75K for pagers and radios and upgrades for this year. So, if I take the \$50K that is already in there and repurpose through the assembly, I will have enough money in there to do the G-1 upgrades. The original quote of \$336K has been substantially lowered which means we can now get they Masks, RIT packs and tool kits along with the other for \$338K. This is saving a lot of money and we can probably do the upgrade in 2 steps now. Or Option 2, Cut back the number of SCBAs by \$48,000 and use the amount of \$288,865 for the purchase. This would make the change over to G-1 SCBAs to a 3-year budget. Not a major issue, just a longer change over time frame.

## WEST LAKES FSA BOARD OF SUPERVISORS MEETING

#### OPTION 1:

I would like to ask the WLFD Board for permission to write legislation to the assembly to repurpose the Capital Project 2018-45244-6641 that was written for Radios and Pagers for \$50,000 to purchasing our New G1 SCBAs. I have received a bid that cut the cost of the SCBA's that we are buying this year, so we have the opportunity to add some items to this year's purchase in the 1st phase of our change over to the new SCBAs.

#### **OPTION 2:**

Cut back the number of SCBAs by \$48,000 and use the amount of \$288,865 for the purchase. This would make the change over to G-1 SCBAs to a 3-year budget. Not a major issue, just a longer change over time frame.

#### IV. MOTION:

Cathi Kramer made motion for Option 1, to move the money from 2018 Pagers and Radios to SCBA equipment. Motion passed unanimously.

#### V. ADJOURNMENT

Chairman Browne: Special BOS meeting for repurposing funds adjourned at 6:18pm.

## WEST LAKES FSA BOARD OF SUPERVISORS MEETING



WILLIAM BROWNE, Chairman West Lakes FSA B.O.S.

ATTEST:

THERESA ELLIOTT, Admin Asistant, West Lakes FSA B.O.S.

Minutes approved on 8 13 3018 (West Lakes FSA B.O.S.)

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WILLOW FSA 2/8/18 RECEIVED
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Called To Order at 19:00 by Tam Boeve

Board Quorum: Present- Chair Tam Boeve and Board Member Ron Forsyth

**CLERKS OFFICE** 

Fire Dept. Staff Present: Richard Boothby (via telephone)- WCFD, Ken Barkley- DES, Leo Lashock- WFD, Tiffany Davidson- DES, Garret Davidson-CFD, Cicely Boeve- WFD

Assembly Staff Present: Randall Kowalke

Community Members Present: Robert Hicks- Butte FSA Board of Supervisors

Pledge of Allegiance

Agenda for April: Approved as written, no objection.

Minutes from August 10th, 2017 Meeting Accepted as written.

Chiefs Report:

8 Calls for the WFSA. 4 Fires, 4 Good Intent. WWC Outhouse Race & Dance Discussion. Basic Class is Completed. Recruitment is Up.

#### Old Business:

FY18 Budget- going well. 72% revenue collected. \$47,000 going into general fund if no additional expenses before year end.

12-1 Grant Status: Still Available- Bids due by March.

12-2 Well Project. Funds set aside to move forward after July.

12-4. No Status Change

12-5 Chief is hoping to move \$200,000 to fund balance- totaling \$900,000, which will be enough to put in the pad for the future Training Facility. Pricing out conex style facilities- West Lakes has approved designs.

12-6- No Status Change

ISO ratings- No Status Change

Burn Barrels- No Status Change

WFSA Open Board Seat- No Status Change

#### New Business:

FY19 Budget has been submitted and approved by Deputy Director Ken Barkley, now needs Assembly approval. Talia reviewing and suggesting changes for future budget. Radio Transmission Tower expected to be up by next week.

Community Involvement: Willow Winter Carnival Participation- snowshoe softball was cold but fun- good turnout, outhouse races was fun as usual, dance want as successful as hoped- Tam suggests a redo.

Iditarod Restart Stand-by Crew. Leo is attending meetings to develop a plan of action.

<u>Persons to Be Heard Announcements:</u> Open Job Posting for Assistant Chiefs for both Willow and Caswell. Leo will be promoted for Willow. Ken Barkley compliments the recent response times from Willow.

Page 1 of 2

SUBMITTED:		
(Hipfany Davidson	Secretary	4-12/8 Date
Jaman & Downe	FSA Chair _	4-12-18 Date

Nancy Lake Station 12-6, Mile 64.5 Parks Hwy, Willow AK 99688

WILLDW FSA 4/12/18

JUN 1 5 2018

Called To Order at 19:04 by Tam Boeve

Board Quorum: Present-Chair Tam Boeve and Board Member Ron Forsyth

**CLERKS OFFICE** 

<u>Fire Dept. Staff Present:</u> Richard Boothby - WCFD, Mahlon Green- WCFD, Tiffany Davidson- DES, Garret Davidson- CFD

Assembly Staff Present: None

Community Members Present: Vic Fitzgerald, Talon Boeve

Pledge of Allegiance

Agenda for April: Approved as written, no objection.

Minutes from February 8th, 2018 Meeting Accepted as written.

**Chiefs Report:** 

9 Calls in March.

Air Compressor Issues/ Noises. \$41,000 for new compressor- ship date June. Lots of New Responders-Current Roster has 28 Willow/ 10 Caswell. Apparatus- snow machines done and put away for the season. Donated MSA's to Central & Talkeetna FD. New Swiss phone pagers anticipated by August

#### Old Business:

FY18 Budget-going well. . 73% non employee comp used to date.

12-1 Grant Status: RFP out now.

12-2 Repeater Tower is up, electrical work next-

12-3 Building For Sale

12-4. Roof Damage Repaired \$700. \$14,000 left in project funds + \$20,000 added for paving July 1st.

12-5 Training Facility Plans-

12-6- No Status Change

ISO ratings- Great reviews from community

Burn Barrels- MEA Grant discussion. Jake working on barrels for Preparedness Fair May 8th.

Page 1 of 2

Persons to Be Heard Announcements: Ron, Tam and Talon attended Parliamentary Procedure Meeting- very informative. Discussion regarding Willow- Caswell Joint Board Meeting.

Next Willow Advisory Board Meeting Thursday May 10h, 2018

Adjourned by Tam Boeve at 20:44. No objection.

SUBMITTED:

#### KNIK-FAIRVIEW COMMUNITY COUNCIL Fire Safety Building #62 KGB Road

#### I. **BOARD MEETING**

#### 6:30 PM **MINUTES**

June 20, 2018

- I. CALL TO ORDER: Meeting was called to order at 6:40 PM
- II. ROLL CALL: Bill Kendig, B. H. Tilton, Teri Johnson, Bill Johnson
- III. ESTABLISH QUORUM: Quorum established.
- PLEDGE OF ALLEGIANCE IV.
- V. APPROVAL OF AGENDA: Agenda approved.
- VI. MINUTES OF PRECEDING BOARD MEETINGS:

Minutes of May 16, 2018 Board Meeting approved as presented.

- REPORTS/CORRESPONDENCE VII.
  - TREASURER: A.

Council Funds \$22,437.98 Revenue Funds \$13,098.00

Total Funds \$35,535.98

- LEGISLATIVE: None B.
- VIII. **CORRESPONDENCE:** 
  - Platting: A.
    - 1. Case 18-043 AK Salmon Subdivision Expired
    - 2. Case 18-070 Snowview Manor via email Already seen?
  - B. Other Correspondence:
    - 1. Foley's Irish Green Ltd Marijuana Cultivation Facility renewal No action taken.
- IX. OLD BUSINESS:

A. M. Drilling gifted the council \$11,000 after the last bridge payment.

- NEW BUSINESS: X.
  - Motion was made, seconded and passed unanimously to approve Resolution 18-2 to use \$3,000 of the 2018 Community Assistance Program funds currently designated for Trail Hardening to support the annual Knik Kids Christmas Program.
- XI. PERSONS TO BE HEARD:
  - Dallas Massie with the Crime Stoppers Board is looking to develop more public outreach A. and has agreed to give a presentation at our next member meeting on August 1, 2018. He also discussed the move of the Fish & Wildlife Troopers from the Wasilla location at Pittman to Palmer. This will lengthen the response time when the regular Troopers need them for backup.
  - Pat Raeber from the Wasilla Area Seniors introduced Ruby Church, a new volunteer at the В. center.
  - Hahnkie Lee spoke about his run for US President in 2020 and his need for support with the C. Republican State Central Committee from the District 8 level.
- PUBLIC COMMENT/ANNOUNCMENTS: XII.

Next Board Meeting July 18, 2018, 6:30pm at Public Safety Bldg #62

Next General Meeting August 1, 2018, 7:00pm at Public Safety Bldg #62

ADJOURNMENT: Meeting adjourned at 8:05 pm. XIII.

Bill Kendig, President

Attest: .

Teri Lou Johnson, Secretary

Date Approved: 8-15-18

#### KNIK-FAIRVIEW COMMUNITY COUNCIL GENERAL MEETING KNIK SAFETY BLDG. #62

#### **MEMBER MEETING**

7:00 PM

August 1, 2018

#### RECORD

The meeting was called to order at 7:01pm by President Kendig.

Board Members Present: B. H. Tilton, Bill Kendig, Patrick Cook and Jon Brautigan. Quorum established for Board.

Member Quorum: No Quorum established for members.

Pledge of Allegiance

Informal informational meeting held

#### REPORTS:

Board President Kendig gave a report on the spending to date of all community grant monies:

Current Remaining Fund Balance \$10,0098. Community Council Balance \$33,223.74.

Motion was made, seconded and approved unanimously to pay Jon Brautigan \$500.00 for materials for the construction and placement of Iditarod Trail Markers.

Motion was made, seconded and approved to deny the request to remove the Plat Note of a Park designation for Tract D in Seven Peaks Addition #1 Subdivision.

OLD BUSINESS: None NEW BUSINESS: None

#### PERSONS TO BE HEARD:

Mr. Bailey, as a guest, just said the Council Board was doing a great job.

Attending Members left the meeting at 8:15pm.

B. H. Tilton - Acting Secretary

Bill Kendig - President

Date Accepted as to motions:

RECORD



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#### **Meeting Minutes**

June 7, 2018 7:00pm Upper Susitna Senior & Community Center

- I. Establish Quorum Trevor Walter, Donna Dearman, Buddy Giddens, Ned Sparks, Kelly Thomas & Sheena Fort.
- II. Call Meeting to Order 7:03pm
- III. Pledge of Allegiance
- IV. Approval of Meeting Agenda
  - a. Motion by: Kelly Thomas
  - b. 2<sup>nd</sup> by: Donna Dearman
  - c. Unanimous
- V. Approval of May 3, 2018 Meeting Minutes
  - a. Motion by: Ned Sparks
  - b. 2<sup>nd</sup> by: Kelly Thomas
  - c. Unanimous
- VI. Treasurer's Report
  - a. Checking Account \$ 9945.05
  - b. Savings Account \$225.13
- VII. Persons to be Heard (suggested 3 minutes each)
  - а
  - b.
  - C.
- VIII. Correspondence
  - a. Marijuana Cultivation Facility Application (Brian Tunnell)
  - b. FITTOS
  - C.



- IX. Committee and Governmental Reports
  - a. Road Service Areas (15 & 29) N/A
  - b. Borough Assembly Update N/A
  - c. Grant Expenditure Committee
    - i. Sent signed MOA for 2017 CAP Grant back to the borough.
  - d. Bylaws Committee N/A
  - e. Ways & Means Committee (tabled until fall)
  - f. Cemetery Committee
    - i. Motion by Donna Dearman
    - ii. 2nd by Buddy Giddens
  - g. Election Committee N/A
- Χ. Old Business
  - a. Biennial was filed.
  - b.
- XI. **New Business** 
  - a. Cancellation of July Meeting
    - i. Motion by Ned Sparks
    - ii. 2<sup>nd</sup> by Donna Dearman
- XII. Adjournment - 7:29pm

1 ml 14 1 April 2. Junion J. During

## Sutton Community Council Regular Monthly Meeting Wednesday, June 27, 2018, 7:00 pm @ Sutton Public Library Minutes

 Establish Quorum: President Frank Busby, Vice Chair Philip Williams, Treasurer Juli Buzby, Secretary Earl Houser, Board Members Rep. George Rauscher, Jessica Tremaine, Chris Spitzer, Marla Mason

2. Call to Order: 7pm

3. Pledge: Frank Busby

4. Guests:

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**CLERKS OFFICE** 

- 5. Presentations: Juli Busby- Talking to Jim about the passing of the race track he could enter an amendment to an ordinance concerning race track decision, need amendment into the borough by the 3<sup>rd</sup> of July. Submit for an extra day of closure or probationary period of say 3 years.
- Sutton Picnic at the Historical Park is this weekend Saturday with the interdiction into the Coal Mine Hall of Fame.
- E-mail sent out about Michael Dunleavy being at the Alpine Inn tonight, Council secretary put out the email stating Michael Dunleavy for governor will be at the Sutton Alpine Inn tonight.
   Community member worried that Council is to be natural in the election process. Should do the same thing for every candidate that should come to Sutton.
- 6. Borough and State Reports:
  - a. MSB Assembly District 1 Representative- Jim Sykes; Not present at this meeting
  - b. Sutton Elementary School- Emily Austin; Not present at this meeting

#### 7. Officer Reports:

- a. Chair Frank Busby -wanted to talk about Jonesville, but George Rauscher is not her. Need to discuss our next steps, need to reinstate or get another committee a committee for the Jonesville Recreation Area special use area. Would like to invite the Butte Council President after we prepare to see what we can do to mirror the Butte plan invite him to a meeting. Ms. Bohannan who has worked with the neighborhood watch program in her area for years, we will invite her to a Sutton Council meeting in the near future, to talk about the neighborhood watch program. Need signs for vehicles there is a grant \$75,000 and a \$2 million-dollar grant that we may get some for signage for our neighborhood watch program.
- b. Secretary Correspondence Earl Houser Not present at this meeting
- c. Treasurer Report Juli Buzby Gave Treasure report see attached treasurer's report Borough wanted to know about the 2016 funds, borough looking for an update on the Community Hall project by the end of the year. Looking for recycling volunteers for the next couple of weeks due to I will be out of state.

#### \*\*\*Approval of Consent Agenda\*\*\*

Julie makes motion to accept consent agenda, Philip Seconds, all in favor motion passes unanimously.

#### 8. Committee Reports:

a. Comp Plan Review - Frank Busby no report

### Sutton Community Council Regular Monthly Meeting Wednesday, June 27, 2018, 7:00 pm @ Sutton Public Library Minutes

- b. Bylaws Committee Jessica Tremaine meeting information update on the by-laws go over one section a meeting on the by-laws. Hold a public special meeting next on by-laws July 18 at 7 pm. Sutton Library.
- **c.** Jonesville/Slipper Lake Advisory Action Committee Rep. George Rauscher Not present at this meeting

#### 9. Old Business:

- o HB 6 Jonesville Slipper Lake Public Use Area
- Comment period change of Borough code concerning race track decision. Noise level of the loud speaker, individuals looking at the time the race track is open can operate 10 am 8pm mon – thur, 10 am -10 pm on the weekend and must close one day a week. The one day is not scheduled due to weather. Jim talked about an amendment to the operation additional day a week closed or probationary like 3 years then revisit amendment, just ideas that could be taken to the borough as an amendment the track operation.
- Matanuska River erosion property buy out update.
   No real update on the river it continues to erode the bank away, still four houses are looking for the buyout this fall.
- 10. General Orders: None

#### 11. New Business:

- o By-Law review
- Another residence on the verge of losing property a house.
   Mike place the house at mile 63 ¾ the river has eroded about 800' of property toward their house he is one of the ones that are on the buy out list.

#### 12. Restate motions and voting results

Julie makes motion to accept consent agenda, Philip Seconds, all in favor motion passes unanimously.

13. Meeting Adjourned 8:21 pm

President's Signature

Date

Z 8/29/18

Secretary's Signature

Date

Earl & Houser 7.26.18

#### Talkeetna Community Council, Inc.

Regular Meeting of the Talkeetna Community Council, Inc Monday, May 7, 2018 at 7:00 pm @ the Talkeetna Public Library **DRAFT Minutes** 

The order of business will be as follows:

- 1. Call to Order. 7:02pm
- 2. Quorum Established: Jeff Lebegue, Peg Vos, Christie Seay, Ed O'Connor, Karl Swanson, Paul Button and Ali Lee.
- 3. Ali Lee volunteered to take the minutes.
- 4. Approval of Agenda. Karl Swanson moved to approve agenda, Peg Vos seconded. All in favor.
- 5. Approval of minutes: Christie Seay moved to approve April minutes, Peg Vos seconded. All in favor.
- 6. Treasurer's Report. Read by Karl Swanson
- 7. Out-of-town guest(s).
  - A. Matanuska Electric Julie Estey Director of external affairs for MEA presented project map of whats happening (reconductory work, Talkeetna Estates underground line replacement, communication meeting on power Q&A).
- 8. Correspondence. Peg Vos gave an update on this month's past correspondence.
- 9. Announcements
  - A. AK DOT Grant to Sunshine Transit. Jeff Lebegue read.
  - B. AEA Request for public comment. Jeff Lebegue read.
  - C. Donation buttons are now on council website. Jeff Lebegue read.
  - D. Spur Road pick up gratitude. Karl Swanson
- 10. Persons to be heard:
  - A. Billy Fitzgerald, representing Sunshine Community Health Center shared announcements: Success of Dental senior day- new dentist in town, Special clinic days offered quarterly, clinic looking for board members, student after school partnership with

- B. Kathleen Fleming representing community schools shared success of partnership with clinic to offer babysitting training classes.
- 11. Assembly Update. Randall Kowalke absent due to attendance at Houston High graduation.
- 12. Committee/Board Reports.
  - A. TPAC Report given by Iris Vandenham.
  - B. Recycling: See correspondence and update from Christie Seay.
  - C. Community Assistance Program: No report.
  - D. Skatepark. No report.
  - E. Playground: See Correspondence.
  - F. Policy and Procedure: See Correspondence.
  - G. Community Garden: Report read by Jeff Lebegue.
  - H. RSA: No report.
  - G. TSWB: Whitney Wolf read report.
- 13. Unfinished Business none
- 14. New Business
  - A. Policy and Procedures / Village Park-Paul Button makes a motion for TCCI to write a letter to MSB suggesting that all inquires re use of the Village Park go to the MSB department of Community Development and asking that MSB copy TCCI on any permit applications received and permits issued. Karl Swanson Seconds. All in favor.

15. Christie Seay moves to adjourn at 8: 10pm. Paul Button seconds. All in Favor. Next meeting on Monday, June 4th, 2018.

16. Minutes approved by:

17. Attested to:

#### Talkeetna Community Council, Inc.

Regular Monthly Meeting of the Talkeetna Community Council Monday, June 4, 2018 at 7:00pm at the Talkeetna Community Library

#### **Draft Minutes**

- Call to Order: 7:02pm. Quorum established: Six of seven Board Members present: Paul Button, Jeff LeBeque, Ali Lee, Ed O'Connor, Karl Swanson, Peg Vos. Absent: Christie Seay.
- 2. Minutes: Paul agreed to take the minutes.
- 3. **Approval of the Agenda**: Peg made a motion to approve the agenda; Ed 2<sup>nd</sup>. Motion passed unanimously (5/5).
- 4. **Approval of June 6, 2016 minutes**: Paul made a motion to approve the minutes as written; Peg 2<sup>nd</sup>. Motion passed unanimously (5/5).
- 5. Treasurer's Report: Karl gave an update on account status.
- 6. **Out-of-town guest(s):** Pam Ness, Mat-Su Borough Code Compliance Officer. She gave a brief introductory statement and said that she would speak further under New Business.
- 7. Correspondence: Peg gave an update on correspondence.
- 8. Announcements: The following announcements were read aloud:
  - Wild Salmon Day: August 11 12-3PM Village Park
  - Yoder Road Bridge Closure: One lane will be closed July 12 8AM-6PM
  - AK DOT: Public comment due by June 14 on Winter 2018-2019 Ferry Schedule
- 9. **Persons to be heard:** Local resident Brian Okonek, representing the Bear Necessities Coalition, gave a brief update on the status of the bear resistant trash receptacles installed throughout downtown.
- 10. Assembly Update: Representative Randall Kowalke was not present. No update.
- 11. Committee and Board Reports:
  - a. TPAC: Monthly report submitted no May meeting

- b. Recycling: Monthly report submitted. Brenda Walsh gave an update.
- c. Community Assistance Program: Report submitted nothing to update
- d. Skatepark: No report or update
- e. Playground: Report submitted and read aloud Monthly meeting June 2.
- f. **Policies and Procedures**: Monthly report submitted. Paul gave an update. Monthly meeting May 29.
- g. Community Garden: Monthly report submitted.
- h. RSA: John Strasenburgh gave an update.
- i. **TSWAB**: Paul and Whitney Wolff gave brief updates. Next meeting Wed June 6 1PM at the library.
- 12. Unfinished Business: None

#### 13. New Business:

- a. **Fairview Inn Noise Permit Application:** Application particulars were read aloud. Brief discussion. No action taken.
- b. River Access Along A Street: Pam Ness (MSB see above) spoke to the recent erection of a fence belonging to the property owner to the east and south of the intersection of Main Street and A Street, and measures she was proposing to undertake regarding compliance with permitting requirements. Q&A and discussion followed. No board action taken.
- **14. Adjournment**: At 7:47PM Ed made the motion to adjourn; Karl 2<sup>nd</sup>. Motion passed unanimously (5/5).

Next Meeting: Monday July 2, 2018.

Approved by: Attested to: Duff Cellu

#### Draft Minutes

RECEIVED
AUG 1 5 2018
CLERKS OFFICE

Talkeetna Community Council, Inc.
Regular Meeting of the Talkeetna Community Council, Inc
Monday, July 2, 2018 at 7:00 pm @ the Talkeetna Public Library

1. Call to order at 7pm

Quorum established, 5 of the 7 board members present: Karl Swanson, Jeff Lebegue, Peg Vos, Christie Seay and Paul Button were present.

Absent: Ed O'Connor, Ali Lee

- 2. Christie Seay will take the minutes
- 3. Approval of the agenda

Peg motions to approve the agenda

Karl seconds

all in favor

4. Approval of June 4th meeting minutes

Peg motions to approve the minutes

Paul seconds

all in favor

- 5. Treasurer's report Karl gave an update on the accounts
- 6. Out of town guests none
- 7. Correspondence Peg listed
- 8. Announcements
  - a. Citizens initiative petition and amendment regarding sewer and water tax
  - b. Yoder road closure
- 9. Persons to be heard

Drew Haig regarding sewer and water tax amendment

- 10. Assembly update none
- 11. Committee and Board Reports
  - A. TPAC none
  - B. Recycling in correspondence
  - C. Community Assistance Program Christie Seay gave
  - D. Skatepark none
  - E. Playground in correspondence
  - F. Policy and Procedure in correspondence
  - G. Community Garden in correspondence
  - H. RSA John Strasenburgh gave
  - G. TSWB Paul Button gave
- 12. Unfinished business
- A. River access / Illume LLC pre-application to vacate 300 feet of A street Paul Button moves that TCCI write a letter to the Mat Su Borough stating our opposition to the issuance of any encroachment permit, existing or new, for private use of "A" Street adjacent to Lots 8A and 9-12, Block 2 of the Talkeetna Townsite, whether existing or new, and to any proposed vacation of this public right-of-way.

Peg Vos seconds all in favor, motion passes

- 13. New business
  - A. Adopt 2018 budget Paul moves to adopt, Peg seconds, all in favor the budget is adopted
  - B. Adopt Policy and Procedures
    - 1. Expanded meeting notification requirements

Karl moves to adopt the expanded meeting notification requirements recommended by the Policy and Procedures Committee, Peg seconds, all in favor, motion passes

2. Posting of Question Ballot Procedure

Paul motions that current question ballot procedures be posted on the TCCI website. Karl seconds, all in favor, motion passes

3. Agenda item memorandum

Paul moves to accept the recommendation of the Policy & Procedures Committee to adopt the "TCCI Agenda Item Memorandum" as the recommended vehicle to add items to the TCCI Agenda.

Peg seconds

all in favor, motion passes

C. Stand for Salmon Resolution

Peg moves that TCCI accept and approve the Citizen's Stand for Salmon initiative including and update to the Alaska Statues.

Karl seconds

all in favor, resolution 2018-01 is adopted

D. East Second Street Puddle / Traffic & Pedestrian Hazard

Paul motions to write to Alaska DOT to point the problem of ponding on E. Seconds St. and come up with a solution.

Peg seconds

all in favor, motion passes

14. Adjourn

Peg motions to adjourn

all in favor

Approved by: Attested to: (Sun)

# RECEIVED SEP 1 0 2018 CLERKS OFFICE

#### Talkeetna Community Council, Inc.

Resolution of the Talkeetna Community Council Supporting an Update to the Alaska Statutes Title 16 Habitat Permitting Laws through the support of the citizen's Stand for Salmon Initiative

WHEREAS, the salmon runs are an intricate and vital part of the Alaskan and Talkeetna economy, culture, and overall way of life; and

WHEREAS, the Alaska Constitution requires that we reserve fish and wildlife for the people for common use and that they are sustainably managed; and

WHEREAS, the current law directs the Alaska Department of Fish and Game to approve any resource extraction proposal near salmon streams unless the plans are, "insufficient for the proper protection of fish and game" and does not define "proper protection of fish and game"; and

WHEREAS, the current law for protecting salmon habitat has not been updated since its inception over half a century ago; and

WHEREAS, the Talkeetna Community Council supports Title 16 be updated to clarify the important characteristics needed to support salmon runs, make sure rivers with salmon receive protection, and give Alaskans a voice in order to protect this vital asset

NOW THEREFORE: BE IT RESOSOLVED THAT: The Talkeetna Community Council of Alaska; supports the Stand for Salmon Citizen's ballot initiative, and supports updating Alaska's Fish Habitat Permitting Laws to ensure that the habitats that support wild salmon continue to sustain all of the cultural and economic benefits that Alaskans have benefited from year after year since time immemorial.

PASSED AND APPROVED by the duly constituted quorum of the Talkeetna Community Council on this 2 day of \_\_\_\_\_\_\_, 2018.

Resolution # 2018 -01

#### TRAPPER CREEK COMMUNITY COUNCIL MEETING MINUTES

Regular Meeting 6:30 PM Thursday May 17, 2018 CLERKS OFFICE

- Meeting called to order 6:33pm
- II. Determination of Quorum
- III. Board Members in Attendance: Glenka, Grelson and Ryan. Members: Jennie Earles, Crystal Garrett, Jason Garrett, Dave Ritenburgh and Elaine Yelverton.
- IV. Reading and approval of March and April minutes.
- V. Borough Assembly Report: None
- VI. TCCSA CIP4 Report: No activity this period. Balance of \$6,338.53 remaining.
- VII. Treasurer's Report: #219, \$20.00, Office 365/TCCC computer. Checking: \$851.63 & Savings: \$25.36 = \$876.99.

Motion made by Ryan to research and purchase QuickBooks 2018 for TCCC computer. Seconded by Grelson. Motion passed and Glenka agreed to purchase.

- VIII. Revenue Sharing Project Updates:
  - A. FY2016:
    - TCCSA Operating Costs \$13,500. \$10,608.74 spent. \$3,122.26 remaining.
    - TCCC Operating Costs \$1,000. \$313.84 spent. \$615.07 remaining.
    - Nordic Ski Club \$300. No activity. \$80.52 spent, \$219.48 remaining.
- IX. Correspondence/Current Mail: None
- X. Public Forum: None
- XI. Unfinished Business:
  - A. <u>Village Safe Water Program (VSW):</u> CIP grant application was required. CIP grant application, Sanitation Improvement Project Report, and letter of request was submitted to Donna Lee, Village Safe Water Engineer II, Project Manager, per Ms. Lee's request to TCCC. Above was completed and submitted April 27, 2018.
  - B. Applications to Board of Directors: Applications were received.
  - C. <u>FY2017 Community Assistance Projects:</u> (formerly Revenue Share program) were submitted and reviewed to ensure adherence to requirements and supporting information. Applications received from: Upper Susitna Food Pantry/Pantry Support (\$4,000); Food Box Preparation (for Trapper Creek school children during Christmas and Spring Break (\$2500.00); TC Community Services Association Operating Expenses (\$10,000) and TC Winter Trail Grooming (\$2,000).

FY2017 funds available: \$12,900.00. Total requested: \$18,500.00.

- XII. New Business:
  - A. Dates set for voting on the TCCC Board of Directors for May 21-June 9, 2018 at the TC Library during regular library business hours. Results will be obtained at the June 21, 2018 TC Council meeting.
  - B. Community Assistance Program (CAP) FY2017 dates for voting will be May 21-June 9, 2018 at the Trapper Creek Library during regular library business hours. Project voting results will be obtained at June 21, 2018 TC Council meeting.
  - C. Vote Tally Committee for both A & B above are Jennie Earles, thus far. Two other individuals will be working with her, but not yet determined.
- XIII. Date of next meeting scheduled for June 21, 2018, 6:30 pm.

XIV. Meeting adjourned at 7:37pm

(Minutes taken by Council Member, Janet Grelson, Treasurer)

Approved:

Chairperson

Date

Secretary

Date

Trapper Creek Community Council PO Box 13021, Trapper Creek, AK 99683-0321

Teleconference: Locally dial 373-2663 / Participant Code 991090 or dial 907-622-2663 if not in local area

### TRAPPER CREEK COMMUNITY COUNCIL MEETING MINUTE CLERKS OFFICE

Regular Meeting

6:30 PM

Thursday June 21, 2018

- Meeting called to order 6:35pm
- II. Determination of Quorum
- III. Board Members in Attendance: Glenka, Kolbeck, Miller, Grelson and Ryan. Members: Jennie Earles, Lon McCullough, Dave Ritenburgh, Debbie Filter, Connie Dooley, Neil Dooley, Tony Jurasek.
- IV. Reading and approval of May minutes.
- V. Borough Assembly Report: None
- VI. TCCSA CIP4 Report: No activity this period. Balance of \$6,338.53 remaining.
- VII. Treasurer's Report: #220, \$25.32, Printer ink. Checking: \$826.31 & Savings: \$25.36 = \$851.67.435.6
- VIII. Revenue Sharing Project Updates:
  - A. FY2016:
    - TCCSA Operating Costs No report
    - TCCC Operating Costs \$1,000. Current activity: \$25.32, printer ink.
       \$410.25 spent. \$589.75 remaining.
    - Nordic Ski Club No report
- IX. Correspondence/Current Mail: Mat-Su Transportation Fair, September 13, 2018, 3-7pm, Menard Memorial Sports Center, Wasilla; update on the Public Safety Meeting 6/20/18 from Gary Foster, Point Makenzie Community Council President; Mat-Su notification of Timber Transport Permit #286020180001, Applicant Charles Nash; and RSA #30 submitted comments in response to the Timber Transport Permit, Applicant Charles Nash.
- X. Public Forum: Connie Dooley requested how many terms/years each TCCC Board member has served: Ryan: 7 months, Grelson: 4 years, Kolbeck: 6 years, Miller: 6 years, Glenka: 7 years.
- XI. Unfinished Business:
  - A. Village Safe Water Program (VSW): No update
- XII. New Business:
  - A. Results of Board of Directors vote: 37 voters. Ballot completion by placing a "yes" or "no" vote beside all names on the ballot. Number of "Yes" votes in descending order: Dave Ritenburgh-28, Levi Miller-27, Janet Grelson-25, Paula Glenka-24, Jason Garrett-22 (withdrew), Brittany Ryan-17, Chrystal Garret-14 (withdrew), Kristie Parsons-13 and Connie Dooley-11. New Board: Ritenburgh, Miller, Grelson, Glenka, Ryan.

B. Results of FY2017 Community Assistance Projects: TCCSA: \$10,000-fully funded. Upper Susitna Food Pantry: \$2,900.00-partially funded. Winter Trail Grooming: \$0, Family Food Boxes-\$0.

FY2017 funds available: \$12,900.00. Total requested: \$18,500.00. Borough forms to be completed and sent in to request funds be sent to TCCC.

XIII. Date of next meeting scheduled for July 19, 2018, 6:30 pm.

XIV. Meeting adjourned at 7:25 pm

Chairperson

(Minutes taken by Council Secretary, Levi Miller)

Approved: \_\_\_

Date

Secretary

Date

Trapper Creek Community Council PO Box 13021, Trapper Creek, AK 99683-0321

Teleconference: Locally dial 373-2663 / Participant Code 991090 or dial 907-622-2663 if not in local area



Willow Area Community Organization P.O. Box 1027 - Willow - AK 99688 907-495-6633 www.waco-ak.org

#### Meeting Minutes

Date: June 06, 2018 Occasion: General Meeting Called to Order: 7:04 PM

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Quorum: Board Quorum present. No Community Quorum.

Agenda: Approved as written.

Minutes: May 2, 2018 and May 25, 2018 minutes approved.

**CLERKS OFFICE** 

#### Borough Assembly Report: None.

#### Officer Reports:

Secretary: Recycle, WHWF, and Food Pantry web pages that were under construction are now updated.
Working on a schedule for each communication channel (Facebook, Email, Website, etc.) to share with
local groups and posting/commenting guidelines.

2. Treasurer: No report.

3. Vice Chair: Policies are updated. Will make improvements/maintenance of back yard and organize items in storage upstairs. Working on standard operating procedures for sound system and lighting. Attended Mat-Su Community Council for Crime meeting and can take info or have a meeting scheduled here in Willow. MSB did approve \$2000 for each community towards neighborhood watch programs.

4. Chair: Next Board meeting will be June 29th at noon. Public is welcome to attend. Met with Mayor Halter. Gas line project is moving forward and MSB is working to ensure it ends at Port Mac. Right now, plan shows single wall pipes in Willow. Double wall pipes should be required.

#### At-Large Representative Reports:

1. Carrie Smolden: Reminder to public that common sense and manners are expected when posting on social media. Encouraged people to attend neighborhood watch meeting June 9th 11:00am – 1:00pm.

#### Old Business

1. Change day of week for monthly WACO meetings.

MOTION: Table discussion of WACO meeting day until we have a community quorum.

VOTE: Passed unanimous.

#### **New Business**

1. Chaz St. George from the Iditarod. Not present.

2. Fourth of July Parade Guidelines review.

MOTION: Accept 4th of July parade safety guidelines as amended with the WACO representative contact number updated to Teri Petram's phone number.

VOTE: Passed unanimous.

MOTION: WACO request Willow CERT assist with safety during the 4th of July parade.

VOTE: Passed unanimous

- Lori Wiertsema explained the Fire Adapted Communities program, a whole community approach to fire mitigation with defined roles and responsibilities and planning documents for Willow.
- Porta-John at 40-acre park is in place funded with operational funds. \$140 per 28 day period. Discussed having porta-john available year-round and getting feedback from vendor about usage and quantity pumped.
- 5. Community center locks will be re-keyed. There is money in the 2019 budget for this.
- 6. Letter of support for WHWF's log cabin renovation.

MOTION: WACO supports sending the letter provided by WHWF President to Mat-Su Borough Mayor Vern Halter

VOTE: Passed unanimous

#### Committee Reports:

- 1. Carnival: No report.
- 2. Trails: New multi-use, gravel trail construction is in progress from Parks Hwy to Newman Park.
- 3. Youth Forum: Pavilion bid was awarded to Steppers Construction. Look for completion in and opening ceremony in August.
- CERT: Su Valley Emergency Preparedness Fair had 242 attendees and 31 vendors. Red Cross Sound
  the Alarm program resulted in 38 smoke detectors installed in Willow. CERT will assist with Sutton
  Emergency Preparedness Fair.
- 5. Fire Service: 17 total calls last month. Visit AICC website for maps and information about fires in Alaska.

#### Community Groups/Clubs

- 1. Chamber of Commerce: No report.
- 2. Community Enrichment: No report.
- 3. Willow Dog Mushers Association: No report.
- 4. **Library:** Summer reading program begins July 7 on Thursdays 12:30 3:30 PM. Activities for all ages pre-school to teens. Transportation from Caswell is available. Mayor Halter donated \$14,000 to the Willow Library project. New fundraiser called Match the Mayor is running. Please donate.
- Lion's Club: School programs have ended for the season. Letters for Lion's Club calendar or in the mail. Place your order for ad space now.
- 6. PTA: No report.
- 7. Willow Health Organization: Farmer's market opening day is Friday, June 29th at 2:00 PM.
- 8. Willow Historical Wildlife Foundation: Mining history event was well attended. Next meeting on June 13th is last meeting in old log building. WHWF will forgo formal meeting in place of a bar-b-que. WHWF main concerns for MSB renovations to log building are a new roof, restrooms and preserving the historical building status.
- Garden Club: Annual Solstice Celebration is June 30th at 2:00 PM at Dorothea Taylor and George Murphy's home.

#### Persons to be Heard/Announcements:

 Carol Rice with WASI announced the Miles 4 Meals run on June 9th to raise money for the meals on wheels program.

SUBMITTED:

7/11//8

Secretary

Date

APPROVED:

Linda Oxley, Chair

Date

7/11//8

Date

Adjourned 8:25 PM. Next meeting scheduled for July 11th, 2018.



Willow Area Community Organization P.O. Box 1027 - Willow - AK 99688 907-495-6633 www.waco-ak.org

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Date: June 29, 2018 Occasion: Board Meeting Called to Order: 12:09 pm RECEIVED

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Quorum: Board Quorum present. Agenda: Approved as amended.

**CLERKS OFFICE** 

Minutes: Previous minutes were approved at June 6th Board/Community meeting.

**New Business** 

 Members began reviewing documents in board manuals and identified corrections and updates to existing documents to be made.

Adjourned 2:04 PM. Next meeting tentatively scheduled for July 25th, 2018 at 6:00 PM.

SUBMITTED:	
	7/11/18
Secretary	Date
APPROVED:	
Linda Oxley, Chair	Date

# RECEIVED SEP 0 6 2018 CLERKS OFFICE



Willow Area Community Organization P.O. Box 1027 - Willow - AK 99688 907-495-6633 www.waco-ak.org

#### Meeting Minutes

Date: July 25, 2018 Occasion: Board Meeting Called to Order: 6:13 pm

**Quorum:** Board Quorum present. **Agenda:** Approved as written.

Minutes: Previous minutes were approved at July 11th Board/Community meeting.

Old Business

 Members continued reviewing documents in board manuals and identified corrections and updates to existing documents to be made.

2. Members reviewed current and past versions of bylaws as well as a previously proposed revision that was not approved.

Adjourned 8:07 PM. Next meeting tentatively scheduled for September 20th, 2018 at 6:00 PM.

SUBMITTED:

9/5/18

Secretary

Date

APPROVED:

Linda Oxley, Chair

Date



### SEP 0 6 2018 CLERKS OFFICE

Willow Area Community Organization P.O. Box 1027 - Willow - AK 99688 907-495-6633 www.waco-ak.org

#### Meeting Minutes

Date: August 1, 2018 Occasion: General Meeting Called to Order: 7:04 PM

Quorum: Board Quorum present. No Community Quorum.

Agenda: Approved as written

Minutes: July 11th, 2018 minutes approved as amended.

Borough Assembly Report: MSB outage will take longer than 3 weeks to get back up to speed after cyberattack. Vote for MSB to investigate police powers passed and will be on ballot. Road bond package passed with items north of Meadow Lakes removed. An ordinance regarding license Z plates will be debated on Aug. 7th.

#### Officer Reports:

1. Secretary: Habitat Restoration & Project Cost Share Program available for shoreline restoration. Listserve is compliant with anti-spam laws and added a privacy policy and terms of service pages to our website to comply with other internet data regulations. Election day is Aug. 21st.

2. Treasurer: Finances stable. Willow Trading Post will sell WACO pull tabs. This will provide enough

money to fund operations.

3. Vice Chair: Facility cleaning is ongoing. Grease traps in kitchen were cleaned for \$400. Most other items will be completed by volunteers.

4. Chair: Board education and paper structure continues. Next meeting will be in September. Propose we consider sharing pull tab revenue with library project. Current bylaws are out of compliance with MSB and state statutes and policies need to be updated as well.

#### At-Large Representative Reports:

None

#### **Old Business**

1. MOTION: Postpone discussion about changing day of week for monthly WACO meetings until May 2019. VOTE: Passed unanimous.

#### **New Business**

- 1. Meeting and event dates for Lions Club calendar. WACO meetings 1st Wednesday of each month. Carnival dates will be decided in committee meeting. Holiday Dinner - Dec 7th. Spring Clean Up. May 1 -31. Bazar will schedule later and leave off calendar.
- 2. Carnival Committee meeting date for August will be rescheduled as the 20th of August won't work for many of the volunteers.
- 3. Form a Bylaws Committee -Talon Boeve and Madeline Gocke volunteered. Will continue to solicit volunteers.
- 4. Request for committee between WHWF and WACO members to advise MSB about log cabin renovations. Jim Houston and Talon Boeve volunteered. Will continue to solicit volunteers.
- 5. WACO listserve Anti-spam and data laws require unsubscribe links in our listserve emails and that we disclose how we share subscriber's information. Suggested new policy discloses that we may send emails on behalf of WACO committees and other MSB entities relevant to the Willow audience such as the Willow Library.
- 6. Revenue Sharing Committee presented list of grant applications and made recommendations. MOTION: WACO accept recommendations for revenue sharing distribution. VOTE: Passed unanimous.
- 7. Mat-Su Community Councils for Public Safety Willow representative designee. MOTION: WACO designate Talon Boeve as official designee to this council.

#### Committee Reports:

- Carnival: First meeting will be changed and advertised. Subsequent meetings are each 3rd Monday of the month.
- 2. **Trails:** Lucky Shot Gold Rush race at Newman Park had 36 participants. Thank you to all the sponsors. Phase one of Parkway trail is almost finished.
- 3. Youth Forum: Second grant was received and fence for dog park is totally funded. Dog park will be east of new driveway. Team Rubicon will help with fence labor. Construction will happen the weekend of Aug. 24th. Sept. 8th 11:00 AM to 3:00 PM is a Grand Opening event at the park event.
- 4. CERT: CERT provided basic search and rescue to 21 youth. Will provide CERT training Sept. 4th in Wasilla for interested parties.
- 5. Fire Service: 15 total calls last month. Met with architects about Station 12-1. Rescue tech class starts next week.
- 6. **Recycling**: 2nd Sat and last Tue each month at transfer station. Past week had 55 and week before 82 families used the services. Contact Jane Newman about volunteering.

#### Community Groups/Clubs

- 1. Chamber of Commerce: Bi-monthly meeting at Roni's Deli next Thursday Aug. 9th at 6:00PM.
- 2. Community Enrichment: Programs are ongoing
- 3. Willow Dog Mushers Association: No report.
- 4. **Library:** Effects of network outage are ongoing. Last day of Summer Reading Program fed over 80 people. Still working on match the Mayor fundraising campaign. Over ¼ is funded.
- 5. Lion's Club: No report
- 6. PTA: No report
- 7. Willow Health Organization: Coming events include Mrs. Alaska on Aug. 3, Sunshine Clinic with a community building scavenger hunt and free T-Shirts and Ice Cream on Aug. 17th, Scarecrow Parade on Aug. 24th and Conway Seavey Sept. 7th.
- 8. Willow Historical Wildlife Foundation: Madeline Gocke and Linda Oxley met with MSB with list of items that WHWF felt needs to be done. Eric with the MSB agreed on several items and asked that we have a committee the MSB could work with and a letter with the purpose of the building defined so they can consider it during renovations.
- Garden Club: Next meeting August 23rd. Topic will be Gardening in Willow 101. Garden tour was well attended with good weather.

#### Persons to be Heard/Announcements:

- 1. Kathy Huston with Willow SheMonSun Had tea in May with fashion show. They will be off for the summer and will post when meetings start.
- 2. Tam Boeve shared information on moving MSB election to coincide with State election.
- 3. Dave Korpi with Willow Ice spoke about creating hockey program in Willow and partnering with Talkeetna. He thanked WACO for their support. They are looking for volunteers to help kids learn to skate.

Adjourned 8:45 PM. Next meeting scheduled for September 5th, 2018.

9/5/18
Date
9/5/18
Date