

The regular meeting of the Matanuska-Susitna Borough Abbreviated Plat Hearing was held on July 24, 2024, at the Matanuska-Susitna Borough, Assembly Chambers, located at 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 8:30 a.m. by Platting Officer Fred Wagner.

**1. INTRODUCTION**

A. Introduction of Staff

Staff in Attendance:

- Mr. Fred Wagner, Platting Officer
- Ms. Kayla Kinneen, Administrative Specialist

RECEIVED

JUL 30 2024

CLERKS OFFICE

**2. UNFINISHED BUSINESS:**

(None)

**3. PUBLIC HEARINGS:**

- A. **WINTER ROSE PH II:** The request is to create two lots from Tract 1, Winter Rose (Plat # 2022-67), to be known as **WINTER ROSE PH II**, containing 11.73 acres +/- . The property is located directly west of N. Trunk Road, directly south of E. Bogard Road, and directly east of N. Stringfield Road (Tax ID # 8281000T001); within the NE ¼ Section 34, Township 18 North, Range 01 East, Seward Meridian, Alaska. In the North Lakes Community Council and Assembly District # 3. (*Petitioner/Owner: Palmer Family Associates, Staff: Chris Curlin, Case #2024-080*)

Platting Officer, Fred Wagner read the case description into the record.

Ms. Kayla Kinneen provided the mailing report.

- Stated that 10 public hearing notices were mailed out on July 1, 2024.

Platting Officer, Fred Wagner opened the public hearing for public testimony.

The following person spoke:

- Rod Hanson

There being no one else to be heard, Platting Officer, Fred Wagner closed the public hearing.

- Invited the petitioner or their representative to provide their comments.

The petitioner/petitioner's representative was not present.

Discussion moved to the motion.

**MOTION:** Platting Officer Fred Wagner moved to approve with 8 conditions. There are 5 findings of fact.

- B. **GUNFLINT:** The request is to adjust the common lot line between Parcels C & D, MSB Waiver Resolution #83-78-PWm, Recorded as 83-148w to be known as **GUNFLINT**, containing 19.99 acres +/- . The property is located east of Frog Lake, west of Seymour Lake, and south of W. King Arthur Drive (Tax ID # 18N02W31A012 / A013); within the NE ¼ Section 31, Township 18 North, Range 02 West, Seward Meridian, Alaska. In the

Meadow Lakes Community Council and in Assembly District #6. (*Petitioner/Owner: Valerie Warren/Knotted Pine LLC, Staff: Matthew Goddard, Case #2024-081*)

Platting Officer, Fred Wagner read the case description into the record.

Ms. Kayla Kinneen provided the mailing report.

- Stated that 14 public hearing notices were mailed out on July 1, 2024.

Platting Officer, Fred Wagner opened the public hearing for public testimony.

There being no one to be heard, Platting Officer, Fred Wagner closed the public hearing.

- Invited the petitioner or their representative to provide their comments.

The petitioner/petitioner's representative was not present.

Discussion moved to the motion.

MOTION: Platting Officer Fred Wagner moved to approve with 6 conditions. There are 7 findings of fact.

#### 4. ADJOURNMENT

With no further business to come before the Platting Officer, Fred Wagner adjourned the meeting at 8:41 a.m.



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FRED WAGNER, PLS  
Platting Officer

ATTEST:



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KAYLA KINNEEN,  
Platting Administrative Specialist



The regular meeting of the Matanuska-Susitna Borough Abbreviated Plat Hearing was held on July 31, 2024, at the Matanuska-Susitna Borough, Assembly Chambers, located at 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 8:30 a.m. by Platting Officer Fred Wagner.

**1. INTRODUCTION**

A. Introduction of Staff

Staff in Attendance:

- Mr. Fred Wagner, Platting Officer
- Ms. Kayla Kinneen, Administrative Specialist

RECEIVED

AUG 06 2024

CLERKS OFFICE

**2. UNFINISHED BUSINESS:**

(None)

**3. PUBLIC HEARINGS:**

- A. **LOON ISLAND:** The request is to create one lot from Lots 20 & 21, U.S. Survey No. 4591 to be known as **LOON ISLAND**, containing 9.87 acres +/- . The property is located north Lake Louise, lying within Susitna Lake (Tax ID # 4U04591000L020 / L021); within the NE ¼ Section 23, Township 08 North, Range 08W East, Copper River Meridian, Alaska. In the Louise, Susitna, & Tyone Lakes Community Council and in Assembly District #7. (Petitioner/Owner: Rayburn E. Newsome Revocable Trust, Staff: Matthew Goddard, Case #2024-082)

Platting Officer, Fred Wagner, read the case description into the record.

Ms. Kayla Kinneen provided the mailing report.

- Stated that 10 public hearing notices were mailed out on July 9, 2024.

Platting Officer, Fred Wagner opened the public hearing for public testimony.

There being no one to be heard, Platting Officer, Fred Wagner closed the public hearing.

- Invited the petitioner or their representative to provide their comments.

The petitioner/petitioner's representative was not present.

Discussion moved to the motion.

**MOTION:** Platting Officer Fred Wagner moved to approve with 5 conditions. There are 5 findings of fact.

- B. **RICHISON:** The request is to create two lots from Parcel 4, Waiver #84-47-PWm, recorded as 84-114W to be known as **Richison Subdivision**, containing 10.00 acres +/- . The property is located east of Caswell Lake, north and west of Caswell Creek, and directly west of S Shaman Road (Tax ID # 22N04W02D009); within the SE ¼ Section 02, Township 22 North, Range 04 West, Seward Meridian, Alaska. In the Susitna Community Council and in Assembly District #7. (Petitioner/Owner: Allen Richison, Staff: Matthew Goddard, Case #2024-083)

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Platting Officer, Fred Wagner, read the case description into the record.

Ms. Kayla Kinneen provided the mailing report.

- Stated that 26 public hearing notices were mailed out on July 9, 2024.

Platting Officer, Fred Wagner opened the public hearing for public testimony.

There being no one to be heard, Platting Officer, Fred Wagner closed the public hearing.

- Invited the petitioner or their representative to provide their comments.

The petitioner/petitioner's representative was not present.

Discussion moved to the motion.

MOTION: Platting Officer Fred Wagner moved to approve with 5 conditions. There are 5 findings of fact.

#### 4. ADJOURNMENT

With no further business to come before the Platting Officer, Fred Wagner adjourned the meeting at 8:32 a.m.



\_\_\_\_\_  
FRED WAGNER, PLS  
Platting Officer

ATTEST:



\_\_\_\_\_  
KAYLA KINNEEN,  
Platting Administrative Specialist

**Minutes of the Chase Community Council  
Board of Directors Meeting**

**Date/Time:** 4/10/2024 6:00PM

**Location:** AKRR mile 232 gravel pit

RECEIVED

JUL 25 2024

CLERKS OFFICE

The meeting was called to order at \_\_\_6\_\_\_PM

A quorum was established with the following Board members present (minimum 3):

Tim Cox, Sarah Hogan and Jerry Boutte (via phone) absent member Peg Foster and Mike Woods

Chase Community landowners present:

Beth Pike George Stanley and Donnie Billington

**AGENDA**

Beth Pike made a motion to approve the agenda, Jerry Boutte seconded the motion. All approved: Y

**MINUTES** The minutes of the January quarterly were read Donnie Billington made a motion to approve the minutes and Sarah Hogan seconded. The minutes were approved by the council at large

**Correspondence :**

**Treasurer's Report:**

Our treasurer reported that we have a total of \$50,377.98 in our account. The proposed project accounts have not been set up as of yet.

**Announcements:**

**Susitna River Dam Committee** - With the new legislative season starting and with all the money in the recent clean energy part of the Inflation reduction act our legislature has shown a little interest in the Watana Dam which the Susitna River coalition is following

**Future RR Bridge rework committee-** The following are notes from our Committee chairman about the recent bridge rework meeting.

1. Closures of the TW (walkway) will be substantially from October 1 - December 1 - starting right after moose season.
2. Closures will be communicated weekly on Fridays projecting 2 weeks out.
3. Info will be posted at the post office bulletin board, the entrance to the Chase Trail, and probably through Chase Facebook. We specifically requested an online notification and it seemed that Claire's Chase Facebook page could make the most sense. Someone within the CCC could then email out the schedule as it is posted for those of us that don't use Facebook. In a sidebar conversation I had - they didn't want to post updates through the ARRC website citing cyber security constraints. I imagine they have internal approvals for what is posted as well.
4. The TW will be 47" all the way across with 2 - 42" tall bollards at each end and it isn't changing.. for better or worse..

CM



5. There will be a plate steel toe board 8" tall down each side, at the bottom of the railing, intended to prevent snow machine skis from hooking the railings. This will not encroach on the 47" clearance.
6. The TW will be open generally at all other times with a few short exceptions.
7. The contractor's contact person, Paul Santi, suggested they were going to do everything they could to be accommodating, and we have his direct email contact info.
8. Closures could be 12, 24, or even 36 hours.
9. The trestle work will be ongoing through winter and completed in April '25.
10. Nothing but staging will be done before the end of moose season (September 25 I think)

There might be an enlarged area north of the bridge for vehicle storage during closures.

### **Old Business**

A lot of discussion was made at the last meeting about writing a grant to do a major upgrade of our trail from the north side of the Talkeetna RR bridge to mile 232 this year. If the particulars of a project that size is to happen this year we will need a special meeting to approve the grant needed to finance the upgrade. If the equipment, plans and manpower cannot be lined up for work this year then interested parties can write a grant during this year's call for grant applications for our community assistance grant funds for work next year.

### **New Business**

The borough has asked our chairman if we might be interested in taking over the lease of the parking lot we use in town. It was decided to form a committee that will investigate what that would entail and possibly get a borough representative to come to our next meeting and inform us of all the particulars of such a venture. There is also a possibility of extending the parking lot if the town well is moved (as has been proposed) and the lease for that land comes up for other uses.

There is a tractor with numerous attachments on our side of the river that may be for sale it was decided to further investigate the matter and see how much the individual is asking for said equipment. The tractor has been used in the past to help improve local trails.

The future proposed long trail was discussed and the path through our area is still in question some possibilities are going through Trapper Creek instead or even using the railroad or floating the Susitna to get from Curry to Talkeetna so guess no one knows yet.

### **Persons to be Heard**

Sarah Hogan moved to adjourn the meeting and Tim Cox seconded. The motion approved. The meeting adjourned at 6:30 p.m.

*Minutes respectfully submitted by* \_\_\_\_ Beth Pike (acting secretary)

Minutes Approved

Signature: Joan Blount, Chairperson Date: 6-11-24

Attested: Rob Felt, Secretary Date: 6-11-24

Mail with agenda to:

Clerks Office: Estelle Wiese  
Mat-Su Borough  
350 E. Dahlia Ave.  
Palmer, AK 99645

Or via email: [Estelle.Wiese@matsugov.us](mailto:Estelle.Wiese@matsugov.us)

**Greater Talkeetna Road Service Board of Supervisors  
Minutes of Regular Meeting  
July 11, 2024**

A regular meeting of the Greater Talkeetna Road Service Area Board of Supervisors (RSA 29) was held via Zoom at 6:30 pm on July 11, 2024. Board members John Strassenburgh, Billy FitzGerald, and Robert Gerlach attended, as did Dustin Spidal, Operational Branch Manager for Roads, Dawn Harris, D&S Road Maintenance Services. Sheena Fort, District 7 Assembly Candidate, also attended.


- I. There was a quorum, and the meeting was called to order at 6:34 pm.
- II. Minutes of the May 9, 2024 meeting were approved as written. Note that the RSA 29 June 13, 2024 meeting was cancelled.
- III. The Board welcomed Dustin Spidal, former Borough Civil Construction Manager, to his new position of Operations Branch Manager for Roads. We are looking forward to working with Dustin.
- IV. Dustin said that he would be juggling at least two positions for the next several weeks. He indicated that he would be familiarizing himself with Talkeetna roads in the coming weeks, and in particular is looking at Yoder Dike. He reported that the Woodpecker paving project has been delayed a few weeks and that work would commence in the first or second week in August.
- V. The Board discussed several problems in downtown Talkeetna, namely the persistent pothole between Nagley's and Village Park that will require a dig out, the large potholes just west of the Roadhouse on C street, and the potential need to haul in material to address some of the problems.
- VI. Robert expressed concern that Calcium Chloride was not applied prior to or during the extended dry time this past June. Discussion ensued, and part of the reason was the lack of continuity in the Road Superintendent position. There was also some confusion with the timing of funding between the 2024 RIP List, which provided for the purchase and application of calcium, and the new contract, which went into effect July 1<sup>st</sup> for FY 25. All agreed that the best time to apply the calcium was early in the season in May or June of each year. To get on that track, Dustin suggested that we apply calcium this season (provided it stops raining) using funds left over from 2024 according to that year's RIP list. And then, in Spring of 2025, under Schedule B, Periodic Maintenance of the new contract, apply calcium in May or June (the earlier the better) of 2025. And stay on that schedule each year.



The Board recommended the application, as conditions allow, this summer to C Street, D Street, and 2<sup>nd</sup> Street. Dustin suggested a timeline necessary to ensure availability of the material by May.

- VII. In response to an email request from Sky for guidance on projects, the Board reaffirmed the project list it approved at its May 9, 2024 meeting. Dawn reported that the road failures on Mt. Hunter, Foraker, McKinley View, and Birch Creek have been repaired.
- VIII. Robert posed a question about the Migratory Bird Act restrictions on clearing, and discussion followed.
- IX. Billy reported that Rip Rap had been hauled in by a resident on Mercedes in the Talkeetna River Subdivision and dumped into the Talkeetna River, apparently for erosion control. Billy will follow up with Code Compliance to ensure that proper permits had been obtained (e.g., Army Corps of Engineers, and potentially Flood Plain, H&H Report, No Net Rise Certificate), and otherwise determine the legitimacy of what the resident is doing.
- X. There being no further business, the meeting was adjourned at 8:43 pm.

Sincerely,

  
John Strassenburgh  
RSA 29 Primary Supervisor

Attested to by Board Members Robert Gerlach  
and Billy Fitzgerald via Zoom at our  
August 8, 2024 RSA 29 meeting.

MATANUSKA-SUSITNA BOROUGH  
LOCAL EMERGENCY PLANNING COMMITTEE MINUTES

April 17, 2024

The regular meeting of the Local Emergency Planning Committee (LEPC) was called to order by Chairwoman Cahill at 5:30 p.m.

Advisory Board members in attendance establishing a quorum were:

Bea Adler	Casey Cook	Tracey Loscar
Donna Anthony	Rene' Dillow	Michael Lopez
Jason Bauer	Michael Gavarrete	Bill Morrow
Simon Brown	Kevin Gunnip	Shelia Olson
Bethany Buckingham-Follett	Harry Hillman	Dwayne Shelton
Kara Cahill	Ken Hudson	Regg Simon
		Norm Straub

Also in attendance were: Brenda McCain, Willow CERT; Talon Boeve and Keila Cott, MSB EOC; Kathy Shea and Erin Leaders, AK-DEC; Aviva Braun, National Weather Service; and Josh Tudor, Palmer City Council.

A quorum was present, and due notice had been published.

APPROVAL OF AGENDA: The agenda was approved as presented.

APPROVAL OF MINUTES: There were no objections to the approval of the January 17, 2024 minutes as presented.

OLD BUSINESS

Letter of Support for LEPC's

Chairwoman Cahill stated: She drafted a letter to the LEPCA, of which you all received a copy, and asked for any questions or comments.

It was suggested by group members that to make the biggest impact on attempting to get future funding is to contact legislators, the governor, senators, etc. and that contacting those agencies as individuals has more impact than contacting them or writing letters as a group.

Workgroup Review

Chairwoman Cahill stated: This is still on her radar and she will attempt to get some e-mails out and begin to assess what we need to do to move forward with the groups.

## NEW BUSINESS

### EOP/Hazard Assessment Review

Mr. Bauer stated: He would send the document out to the Plans Review Workgroup so they can review it.

### MSRMC Hazard & Vulnerability Assessment Tool

Chairwoman Cahill stated: This tool allows MSRMC to identify and re-evaluate their top hazards. It doesn't need to be signed by the LEPC, but it needs to be on the LEPC agenda and formally reviewed by the group. The assessment was reviewed and discussed by the board.

## AGENCY REPORTS

### Mat-Su Public Health - Rene Dillow

1. They are keeping an eye on measles nationally. There aren't any cases in Alaska yet.
2. They are doing a pilot with Homeless Connect.
3. They are addressing increased syphilis rates and the problems with congenital syphilis. They have an express clinic and people can walk into the clinic on Thursdays between 12:00 p.m. and 4:00 p.m. to get tested.
4. They are doing on-going tuberculosis screening for Ukrainian refugees as they come to our community. The State lab should start doing those screenings in the next month.

### Wasilla Police – Michael Lopez

1. There was a lot of participation in the Arctic Winter Games, which was a success.
2. The Wasilla Police Department and the City of Wasilla have funding for a bulk fuel station for city vehicles. He does not yet have a timeline on when it will be operational.

### Red Cross – Bill Morrow

1. They started with Meals on Wheels a couple of weeks ago. As meals are delivered, a request sheet is included in which they can request smoke alarms. So far they have 25 applicants. They have bought over 200 smoke alarms and expect they will all be installed by the end of the fiscal year.
2. They are ongoing with the prepositioning supplies and preparing for spring and summer.

### AK DEC – Kathy Shea

1. There will be an Arctic Western Alaska Area committee meeting on May 7<sup>th</sup>. It's an opportunity for anyone who is interested in oil spill and hazardous materials prevention and preparedness response to learn about their plan and provide input into it.
2. DHS&EM have committed to setting up a Teams or a Zoom meeting with LEPC's to discuss funding letters and talk about funding.

### Emergency Medical Services – Tracy Loscar

1. They participated with Arctic Winter Games and operationally, it went very well.



2. They are about to get into their busy season, so they are getting prepared for that.
3. Along with Talon, they recently put in an AED and a Stop the Bleed and Narcan station at the Three Bears in Trapper Creek.
4. They received grant funding for additional community AEDs, so if you know of any public areas or someone who would benefit from an AED, let her know.

#### Mat-Su Regional Medical Center – Kara Cahill

1. During Arctic Winter Games they had 5 ER visits, 35 urgent care visits and over 100 polyclinic visits. There were some GI bugs going around, a few fractures and concussions, and flu A and B, but no COVID.
2. During the Knik Bridge pile-up in January, they had a great response with EMS. There were 12 patients sent to Mat-Su Regional and 1 to Providence.
3. They are partnering with EMS on their next training cycle to do some tune ups.
4. They are replacing their oxygen farm this week. They will have a mobile unit on site and have their backup plans in place and ready to go.

#### MARA – Ken Hudson

1. He will be assisting Red Cross with the smoke alarm installations.
2. MARA will be participating in the Willow Fair.

#### Emergency Management – Casey Cook

1. They had ICS300 last week and are doing 305 – All Hazard Incident Management Team Training this week. They have ICS400 in May and ICS449 in October.
2. Two of his staff are in Maryland working the bridge collapse.
3. They attended the LEPCA and SERC meetings and conference last week.
4. Jason Bauer was awarded the Emergency Manager of the Year award.
5. In regard to telecommunications, our Montana Mountain site is getting up and running.
6. We will be having a study completed on the best option to get permanent power to our main areawide repeater on Grubstake Mountain.

#### Emergency Operations Center – Jason Bauer

1. We are looking at updating our plans annually. We finished updating our animal care plan and are working on an MOU regarding that. We are also updating our credential plan and a few others.
2. We now put out our Hazard Identification Risk Assessment quarterly rather than every two years.
3. We finished updating the Emergency Management website and are preparing to update our Ready website as well.

#### AK State Defense Force – Simon Brown II

1. This spring they will be doing a water treatment trend with ASDF.
2. In February they participated in Arctic Eagle.
3. Hopefully by June 1<sup>st</sup> they will have a saltwater treatment system.

### Willow CERT – Brenda McCain

1. Willow CERT and Trapper Creek volunteers assisted Mat-Su Borough EOC staff with traffic management at the funeral of a young, local firefighter from Talkeetna.
2. They have continued their tradition of helping out at the Willow Winter Carnival.
3. The last two years the Willow Elementary PTA has turned their Spring Eggstravaganza Easter egg hunt into a community expo as well. The Mat-Su Borough EOC, Red Cross, and CERT partnered up together and had a great attendance at the groups there. They believe about 300 kids attended.
4. They attended the Willow Health Fair in April. They have been attending since 2015.
5. May 4<sup>th</sup> will be Wildland Fire Preparedness Day, to which CERT is always a part of.
6. May 4<sup>th</sup> will be the Su-Valley biennial Emergency Safety Fair. It is Talkeetna, Willow, and Trapper Creek CERT teams sponsoring the event.

### Community Representative – Bea Adler

It's definitely time to be planning for our summer event. She was talking with Talon recently about when they will begin planning this year's Expo. By the time this group meets again, everyone will probably have received their invitations to participate since we begin planning 6 months ahead of time.

### Community Representative – Harry Hillman

He thanked everyone for their attendance and involvement with Arctic Winter Games. He felt it was well run and well attended. Everyone seemed pleased with how it went.

### City of Palmer – Josh Tudor

Arctic Winter Games was amazing and went very smoothly. He heard from a lot of the participants that they were very impressed not just by the amenities, but also how friendly everyone was.

### Chickaloon Village – Shelia Olson

1. Chickaloon Village was also a part of Arctic Winter Games. The jackets and all of the gear was very nice.
2. She will be renewing her basic CERT training in Anchorage tomorrow.
3. The MARA board is going to the Chickaloon office to make sure all their ham radio equipment is working properly.
4. Her job at Chickaloon is the tribal opioid response program manager. She is part of the Naloxone and fentanyl test strips distribution and training at all the health fairs.
5. She advised Mr. Cook that the MARA trailers keep flipping breakers so perhaps he can look into it.
6. Chickaloon had an unidentified missing person exercise, so they had multiple entities involved including tribal police. It was great to look at the scenario. Even though it wouldn't be a big emergency, it could turn into a big event depending on the situation.

### City of Wasilla – Bethany Buckingham-Follett

1. For the City of Wasilla, we've had a couple of emergency planning meetings with city departments and their Hazard Mitigation Plan was approved by FEMA. They are moving forward with various other plans relating to the Hazard Mitigation Plan.
2. On the museum side, she will be going back for her second run of the EMI class for Master Public Information class. The third class will be in September so she will be missing the Expo.
3. She assisted with Arctic Winter Games in the EOC and also as a volunteer. They had an event at the museum, so they did the whole exhibit at the museum as well as hosting a Sami person from the Sapmi region.
4. She is taking the ICS 0305 class right now.
5. She went to the Emergency Management meeting last week and got some great information.
6. She went for her red card training so she can be a line escort for wildfires, if needed.
7. On June 1<sup>st</sup> there will be a museum block party. Let her know if you are interested in participating and want a booth.
8. They are planning the 4<sup>th</sup> of July parade and there will be a new route this year.

#### National Weather Service - Aviva Braun

1. They were at the Arctic Winter Games forecasting for it each day. They were able to sign off as deployable meteorologists. It was very successful on their end.
2. She had thoughts about what operations look like to them and sent them to Casey Cook.
3. They are available to deploy if they are ever needed for large events. If there is an EOC activation, they could attend. Thanks to the EOC for hosting them each day of the games.
4. They are currently at the rehearsal of concept, talking through the aftermath of a 1964 like scenario.
5. They are looking forward to being at the Chickaloon Health Fair.
6. They are trying to make themselves available when they are needed, so let her know if there are other events you would like them to attend.

#### Enstar – Michael Gavarette

1. He has been promoted to Compliance Specialist. They have a new Public Awareness Administrator who will be attending the next LEPC meeting with him. He will still be very involved with public awareness.
2. April is Safe Digging Month, and they have their Safe Digging Conference next week.

#### INFORMATIONAL ITEMS

##### Cook Inlet Natural Gas Discussions

Mr. Cook stated: In January there was a “perfect storm” related to natural gas which led us to investigate what will need to happen in the short- and long-term regarding gas supply. It's an important issue to have on the minds of the LEPC representatives and to start having those discussions. We are going to start facilitating some tabletop discussions across the borough. The big thing right now is public education.

Mr. Gavarette shared Enstar's Energy Watch Customer Action Plan and Energy Conservation Tips slides with the group. He stated that this winter, due to age and operational stress, one of



their four natural gas wells was only operating at approximately 30% capacity, which is what prompted the energy conservation campaign. Their project this summer is to fix the wells to be operational for next winter. The bottom line is that we aren't running out of gas, but the devices used to push the gas are getting stressed.

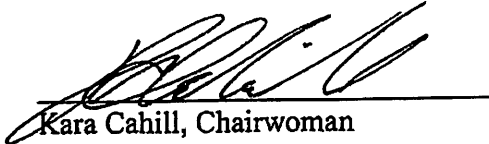
Membership

Ms. Laughlin stated: We have a representative seat on the board for Houston Police. Since Houston no longer has a police department, the board can look at revising that seat to something else. It is in Borough Code, so any changes would need to be done through legislation and go before the borough assembly. It was agreed to put this item on the agenda of the next LEPC meeting to vote on.

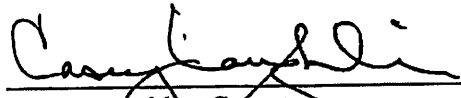
NEXT MEETING DATE

Chairwoman Cahill announced that the next meeting date would be July 17, 2024.

ADJOURNMENT

  
Kara Cahill, Chairwoman

ATTEST:

  
Casey Laughlin, Secretary

The regular meeting of the Matanuska-Susitna Borough Planning Commission was held on June 17, 2024, at the Matanuska-Susitna Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 6:00 p.m. by Chair Koan.

**I. CALL TO ORDER, ROLL CALL, AND DETERMINATION OF QUORUM**

Planning Commission members present and establishing a quorum:

- Mr. Doug Glenn, Assembly District #1
- Mr. Richard Allen, Assembly District #2
- Ms. C. J. Koan, Assembly District #3
- Mr. Andrew Shane, Assembly District #4\*
- Ms. Linn McCabe, Assembly District #5

Planning Commission members absent and excused were:

- Mr. Wilfred Fernandez, Assembly District #6
- Mr. Curt Scoggin, Assembly District #7

Staff in attendance:

- Mr. Rick Benedict, Current Planner
- Mr. Alex Strawn, Planning and Land Use Director
- Ms. Shannon Bodolay, Assistant Attorney
- Ms. Corinne Lindfors, Development Services Division Administrative Specialist

\*Indicates that the individual attended telephonically.

**II. APPROVAL OF AGENDA**

Chair Koan inquired if there were any changes to the agenda.

GENERAL CONSENT: The agenda was approved without objection.

**III. PLEDGE OF ALLEGIANCE**

Commissioner McCabe led the pledge of allegiance.

**IV. CONSENT AGENDA**

- A. Minutes Regular Meeting Minutes: June 3, 2024  
Special Meeting Minutes: June 3, 2024
- B. INTRODUCTION FOR PUBLIC HEARING: QUASI-JUDICIAL MATTERS
- C. INTRODUCTION FOR PUBLIC HEARING: LEGISLATIVE MATTERS

**Resolution 24-14** A resolution of the Matanuska-Susitna Borough Planning Commission recommending that the Assembly reactivate the South Lakes Community Council. Public Hearing: July 15, 2024; (Staff: Julie Spackman, Long Range Planner)

GENERAL CONSENT: The consent agenda was approved without objection.

**V. COMMITTEE REPORTS** - *(There were no committee reports.)*

**VI. AGENCY/STAFF REPORTS** - *(There were no Agency/Staff Reports.)*

**VII. LAND USE CLASSIFICATIONS** - *(There were no land use classifications.)*

**VIII. AUDIENCE PARTICIPATION (Three minutes per person.)**

Karen Crandall spoke regarding a marijuana business coming to the Big Lake area.

Shannon Bodolay, Assistant Borough Attorney, commented on CUP Procedures.

Suzanna Biederman spoke regarding the South Lakes Community Council.

**IX. PUBLIC HEARING: QUASI-JUDICIAL MATTERS**

**Resolution 24-08** A Conditional Use Permit in accordance with MSB 17.60 – Conditional Uses for the Operation of a Marijuana Retail Facility. The proposed operation is at 4200 E. Snider Drive, Tax ID# 5274B03L007A. (Applicant: Justin Benson, on behalf of Shoreline Cannabis; Staff: Rick Benedict, Current Planner)

Chair Koan read the resolution title into the record and the ex-parte memo asking questions of the Planning Commissioners.

Mr. Rick Benedict presented the staff report.

Commissioners questioned staff regarding the Knik Charter School location.

Chair Koan requested a motion to postpone until the next meeting for staff to gather information.

**MOTION:** Commissioner Glenn moved to postpone Planning Commission Resolution 24-08 until the next scheduled Planning Commission Meeting on July 15, 2024. Commissioner McCabe seconded the motion.

Discussion ensued.

**VOTE:** The main motion passed without objection.

Commissioner Andrew Shane joined the meeting via the call-in line.



**Resolution 24-09** A Conditional Use Permit in accordance with MSB 17.60 – Conditional Uses for the Operation of a Marijuana Retail Facility. The proposed operation is at 10600 E. Max Drive Tax ID# 2209B02L001A. (Applicant: Anthony Wells, on behalf of Smoke Out Point; Staff: Rick Benedict, Current Planner)

Chair Koan read the resolution title into the record and the ex-parte memo asking questions of the Planning Commissioners.

Mr. Rick Benedict presented the staff report.

Chair Koan invited the applicant to speak.

Ms. Jana Weltzin, attorney for the applicant, addressed the Planning Commission on behalf of her client.

Chair Koan opened the public hearing.

The following persons spoke regarding Planning Commission Resolution 24-09:  
Myron Rosenberg \*telephonic participation

There being no one else to be heard, Chair Koan closed the public hearing and discussion moved to the Planning Commission.

Chair Koan invited the applicant to respond. Ms. Weltzin addressed concerns.

**MOTION:** Commissioner Glenn moved to approve Planning Commission Resolution 24-09. Commissioner Allen seconded the motion.

Discussion ensued.

**VOTE:** The main motion passed without objection.

**Resolution 24-11** A Conditional Use Permit in accordance with MSB 17.60 - Conditional Uses, for the operation of a Marijuana Retail Facility. The facility is moving from 1204 North Hyer Road to 6199 East Mountain Heather Way. The new location is on Tax ID # 6932000L002. (Applicant: Teresa Zell; on behalf of Higher By Bad Gramm3r; Staff: Peggy Horton, Current Planner)

Chair Koan read the resolution title into the record and the ex-parte memo asking questions of the Planning Commissioners.

Mr. Rick Benedict presented the staff report.

Commissioners question staff regarding the location.

Chair Koan invited the applicant to speak.

Ms. Jana Weltzin, attorney for the applicant, Terry Zell, addressed the Planning Commission on behalf of the applicant.

Commissioners inquired of the applicant.

Chair Koan opened the public hearing.

The following persons spoke regarding Planning Commission Resolution 24-11:  
Suzanna Biederman

There being no one else to be heard, Chair Koan closed the public hearing and discussion moved to the Planning Commission.

Chair Koan invited Staff to respond.

Mr. Benedict addressed Ms. Biederman's concerns.

Commissioners question staff.

Commissioner Koan invited the applicant to respond.

Discussion ensued.

Chair Koan sought clarification on Ordinance 17.60.170 from Shannon Bodolay, MSB Assistant Attorney.

Discussion ensued.

**MOTION:** Commissioner Glenn moved to approve Planning Commission Resolution 24-11.  
Commissioner Allen seconded the motion.

Discussion ensued.

**VOTE:** Main motion passed 4-1 with Commissioner Koan in opposition.

## **X. PUBLIC HEARING LEGISLATIVE MATTERS**

**Resolution 24-13** A Resolution of the Matanuska-Susitna Borough Planning Commission recommending repeal of MSB 17.48 Mobile Home Park Ordinance in its entirety; (Staff: Alex Strawn, Planning and Land Use Director)

Chair Koan read the resolution title into the record.

Director Strawn provided a staff report.

Commissioners questioned staff regarding Resolution 24-13.

Chair Koan asked for objections. Commissioner Allen objected.

**VOTE:** Resolution 24-13 failed by the following vote:  
No: Commissioner Allen, Commissioner Koan, Commissioner McCabe,  
Commissioner Glenn, & Commissioner Shane.

Director Strawn commented on procedure options for a failed resolutions.

Discussion ensued.

*The meeting recessed at 7:40 p.m. and resumed at 8:00 p.m.*

Chair Koan called the meeting back to order at 8:00 p.m. A quorum was confirmed.

Director Strawn stated that a procedural error occurred. The commission failed to hold a public hearing. As a remedy to the error, Director Strawn proposed a motion to reconsider.

**XI. MOTION TO RECONSIDER RESOLUTION 24-13**

**MOTION:** Commissioner Glenn moved to Reconsider Resolution 24-13 and have a public hearing. Commissioner McCabe seconded the motion.

**VOTE:** Motion to Reconsider passed unanimously.

Chair Koan opened the public hearing for Resolution 24-13.

The following persons spoke regarding Planning Commission Resolution 24-13:  
Myron Rosenberg \*Telephonic participation

There being no one else to be heard, Chair Koan closed the public hearing and discussion moved to the Planning Commission.

**MOTION:** Commissioner McCabe moved to approve Planning Commission Resolution 24-13. Commissioner Shane seconded the motion.

Director Strawn informed the commission of modifications made to 24-13 that he worked on with Commissioner Allen during the recess.

Director Strawn read aloud the changes made to Resolution 24-13.

**Title:** A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION RECOMMENDING FAILURE OF AN ORDINANCE REPEALING MSB 17.48 MOBILE HOME PARK ORDINANCE IN ITS ENTIRETY.

Commissioner McCabe raised a Point of Order to inquire as to the need to explain events leading up to the amendment.



Director Strawn clarified that everything was still a matter of record. The matter is being reconsidered.

Director Strawn read the changes to Resolution 24-13 aloud.

The first original WHEREAS is stricken and replaced with the following language: WHEREAS, the commission opposes the loss of public notice and the ability for a public hearing in front of the planning commission that is included with the mobile home park ordinance.

The next WHEREAS is stricken in its entirety and is replaced with the following verbiage. WHEREAS, mobile home parks present unique risk to public safety based on the risk factors associated with fire entrapment and higher crime.

The third WHEREAS is completely stricken.

The paragraph that begins with NOW, THEREFORE, BE IT RESOLVED, the word approval is replaced with failure, and it reads as follows: NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby recommends failure of Assembly Ordinance 24-053.

Then, BE IT FURTHER RESOLVED is stricken and replaced with the following: BE IT FURTHER RESOLVED, that the commission recommends the assembly direct staff to require a public hearing for multifamily developments and to incorporate within MSB 17.48 into the multifamily code.

Chair Koan asked the commissioners for comments.

Discussion ensued.

Director Strawn stated a motion to amend should be made incorporating all of these changes into it, and then open it up for discussion and vote.

Chair Koan invited a motion to make the amendment.

**MOTION:** Commissioner Allen made a motion to make the amendment presented by Mr. Strawn. Commissioner Glenn seconded the motion.

Discussion ensued seeking clarification from Director Strawn and possible language changes.

Director Strawn responded and clarified the language.

Discussion continued as the commissioners considered requiring a study by staff to be added to the resolution.

Director Strawn drafted a secondary amendment.

Discussion continued as Commissioners discussed language and procedure.

Chair Koan clarified language from the previous motion and read it aloud.

MOTION for Secondary Amendment: Commissioner Koan made a motion to amend the amendment, a secondary amendment. BE IT FURTHER RESOLVED that the commission recommends that the assembly direct staff to produce an ordinance that combines and streamlines MSB 17.73 and MSB 17.48 making mobile home parks a chapter within MSB 17.73 that requires a public hearing before the Planning Commission. Commissioner Glenn seconded the motion.

VOTE: Secondary amendment passed unanimously.

Chair Koan inquired as to the procedure and proposed an additional amendment.

Discussion ensued:

Director Strawn clarified the procedure and Chair Koan withdrew the potential amendment.

VOTE: The primary amendment passed unanimously.

Director Strawn clarified the procedure that the commission still needed to vote on the main motion as amended.

VOTE: The main motion for Resolution 24-13 passed without objection.

**XII. CORRESPONDENCE AND INFORMATION**  
*(There was no correspondence and information.)*

**XIII. UNFINISHED BUSINESS -** *(There was no unfinished business.)*

**XIV. NEW BUSINESS**

**XV. COMMISSION BUSINESS**

A. Upcoming Planning Commission Agenda Items *(Staff: Alex Strawn)*  
*(Commission business was presented, and no comments were noted.)*

**XVI. DIRECTOR AND COMMISSIONER COMMENTS**

Director Strawn reminded commissioners on Quasi-Judicial procedure and commented on the work and challenges with tonight's meeting.

Commissioner Allen felt it was a very productive meeting. This is what the public expects from us. I think that we did a good job today.

Commissioner Glenn seconded Commissioner Allen's comments. We did a good job putting pressure on people looking for permits and got some good information from them. Appreciate all of you and everyone who shows up for these meetings.

Commissioner McCabe stated her thanks for everything staff does to prepare for these meetings. I appreciate all the comments, and listening to all of the back and forth on the trailer park really helped me cement in my mind what my perspective should be. Thank you.


Commissioner Shane stated a quick thank you to our clerk, Corinne, for helping. I apologize for the last-minute changes in my ability to be there in person. Thank you to everyone who was present today and helped us get through all of it.

Commissioner Koan thanked staff for the Open Meetings Act training and Robert's Rules training. It was a good training. Thank you to legal for all of their assistance. I don't like for us to feel like we are a stamp of approval when things come through. I felt like this was one of the better meetings even though it was a challenge. Thank you to all.

**XVII. ADJOURNMENT**

**MOTION:** Commissioner McCabe moved to adjourn. Commissioner Glen seconded the motion. There were no objections.

The regular meeting adjourned at 8:35 p.m.

  
\_\_\_\_\_  
C. J. KOAN  
Planning Commission Chair

ATTEST:

  
\_\_\_\_\_  
for Corinne Lindfors, Planning Commission Clerk

Minutes approved: 8/5/24

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**Meeting Minutes**

June 6, 2024 7:00pm

Upper Susitna Senior & Community Center

- Establish Quorum – Ned Sparks, Jessi Leach, Bryan Kirby & Sheena Fort.
- I. Call Meeting to Order – 7:00pm
  - II. Pledge of Allegiance
  - III. Approval of Meeting Agenda
    - a. Motion by: Sheena Fort
    - b. 2<sup>nd</sup> by: Jessi Leach
  - IV. Approval of Meeting Minutes
    - a. Motion by: Sheena Fort
    - b. 2<sup>nd</sup> by: Jessi Leach
  - V. Treasurer's Report
    - a. Checking Account – \$20,304.94
    - b. Savings Account – \$4,203.87
  - VI. Persons to be Heard (suggested 3 minutes each)
    - a. LouAnne Tysdal- ( Director of the Upper Susitna Food Pantry) talked with the Community Council about disaster response and community food security. She wanted to know what the Council thinks that might look like and their thoughts.
      - i. Jessi Leach motion the Council forms a committee to look at it monthly
      - ii. 2<sup>nd</sup> by Sheena Fort
  - VII. Correspondence-
    - a. OMA / Parli training- June 13th, 2024. It will be held at the Borough Assembly chambers ( 350 E. Dahlia Avenue, Palmer) or can also be attended virtually.
  - VIII. Committee and Governmental Reports
    - a. Road Service Area (15 & 29) DJ McBride - (RSA15 Chairman)- The road construction in Caswell should start in July. She will update the community when she gets the finalized plans. The next road board meeting will be August 12th at Sheep Creek Lodge @ 6:30PM
    - b. Borough, Assembly- N/A

1 of 2

*RN Sparks 8/01/24*  
*Sheena Fort*

Susitna Community Council  
Upper Susitna Center  
HC 89 Box 100, Fairbanks, AK 99776  
<http://susitnacc.org>

*cm*





# Susitna

Community Council

c. Fire District- A vote to consolidate the Willow & Caswell Fire Departments. It will reduce redundancy, has no increase in cost and still will offer great public service from an already cohesive team. Caswell FSA Board Supervisors Meeting at the Caswell Fire Station on June 13th @ 6:30pm.

## IX. Old Business-

- a. AK State Trooper update- The School Board voted it down but do see the benefit of it being in the area.
- b. Benka Lake update- N/A

## X. New Business-

a. Form bylaws committee - Committee will be Bryan Kirby, Jessi Leach & Sheena Fort.

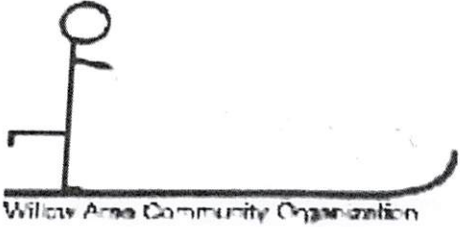
b. Grant Allocations: \$14,210.00

1. Upper Susitna Food Pantry- \$3,500
2. School PTSA- \$1,750
3. USSI- \$1,750
4. Meals on Wheels- \$3,000
5. Sunshine Transit- \$3,000
6. Denali Arts- \$1,210
  - i. Bryan Kirby moves to accept the grant allocations
  - ii. 2nd by Jessi Leach

Board Comment: N/A

XII. Adjournment- 8:09pm





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**WILLOW AREA COMMUNITY ORGANIZATION MONTHLY MEETING**  
DATE 05/01/2024 7:00 p.m.  
Willow Community Center

Call to order 7:00 p.m.

Board & Community quorums were established.

Board members present: Tryg Erickson, Chris Stitt, Maura Shea, Greg Jones, Sophia Boufidou, Rodney McCambridge, Talon Boeve, Linda Oxley, Barb Ensley

Board members absent: None

Pledge of allegiance led by Tryg Erickson.

April 3rd, 2024 Minutes approved.

Agenda approved.

**BOARD REPORTS**

- A. **Chair:** Bought up an idea based on another mtg: to arrange the tables/chairs differently, with table along the side wall. Audience had concerns about the acoustics if we do it, but we may try it next mtg.
- B. **Vice Chair:** is still working on the MTA grant.
- C. **Treasurer:** Reviewed WACO financial status: overall, we are staying below budget, but some bill payments have been deferred; once these get paid, we will be very close to budget. There is a large utility payment that's has been delayed due to a pending refund. Budget vs actual: contracts under budget but cleaning bill due will probably bring it even. A \$500 revenue from rental was good to see come in from a WHO contribution. Payroll is high due to Taxes. Treasury Report was approved.  
Treasurer needs input for next year's budget along with why is needed. Budget review will be during the June mtg, deadline for requests is May 15, the sooner the better.
- D. **Secretary:** Discussed eBreeze publication timing, we will stick to approximately 3<sup>rd</sup> week of the month, may change later. eBreeze will be reflecting month it's published, with recent accomplishments completed and future events.  
Willow WACO Calendar is a new publication, the Secretary will maintain and update as time permits. Will remove recurring mtgs for WACO groups, may include as notes at bottom. Will stick with events affiliated with WACO groups/efforts for now.
- E. **Rodney McCambridge:** presented the idea for a community yard sale, if we rent at \$20 per space, we can get a good income for WACO. Tentative planned for May 25th or weekend after July 4<sup>th</sup>, Assembly thought it to be a great idea; do it faster if possible. Talk with Sabrina to verify it does interfere with anything else planned. Rodney will lead a committee to put this together. Recommendation to stick with local food vendors.

- F. **Talon Boeve:** A person has requested the Borough to cover up to 90% of WACO's budget without the Board's knowledge or approval. That was disappointing because we should be more responsible in raising and managing our own money.
- G. **Greg Jones:** expressed disappointment at the fact that so very few people attended the Borough's Budget mtg. We should have more input at the Budget mtg, we need to do better representing our community as it also helps in building useful relationships with the borough.
- He provided an update on the Borough land up for sale in the Nancy Lake area. He has asked the Borough for more time to develop the proposal he is working on.

#### **CONSENT AGENDA REPORTS (details beyond Agenda material)**

- A. During the Bike path opening, an Anchorage bike shop will be present to teach minor bike repairs.
- B. Museum opening is May 27th starting a 3pm. There will be no fee to visit the museum, refreshment and a lot of excitement.

#### **NEW BUSINESS**

1. Audrey C. Ureda Scholarship (for academic or votech): Talon is leading this, only one submission received from Emily McDonald, and it was very well compiled. Motion passed to award \$1,000 scholarship to Emily.
2. Sid presented the idea of creating a Special Use District to contribute to funding WACO efforts. That would involve a TBD tax for use of a certain land or path or the Community Center for example (which would alter Comm Center agreement if we go that route). It would be a Borough special tax that would stay in the community. Goal is to mitigate operating costs; create a special use space/area so this tax stay with us. Something like this would go to the Borough to manage its financials aspects and would need to be voted on as part of next year's elections (too late to include in this year's).
3. July's WACO mtg falls on July 3<sup>rd</sup>. The Assembly leaned towards cancelling it, but we will revisit during the next mtg.

#### **UNFINISHED BUSINESS**

1. Gaming: Barb has been talking to some people who may be good candidates for taking this on.
2. Community Clean-up: Date of event is June 8 and 9<sup>th</sup>. Yellow bags distributed to Comm. Center entrance, Roni's Deli and Newman's Tesoro. Guidelines have been posted. Sophia still needs volunteers to man the dumpster June 8/9 and someone with a trailer to take metal and toxic materials. Sophia also asked for contributions that would make good door prizes.

#### **COMMUNITY GROUPS AND CLUBS**

Fire Service Area – it's been a slow fire month, averaging 1.2 calls a day. 2 more people have been added. May 4<sup>th</sup> Wildland Preparedness day. Annual 5k race is on May 25<sup>th</sup>.

PTA - Mothers Day Bazaar is on May 11th.

Farmers Market - the Farmer's Market is planned for June 21<sup>st</sup> to Sept 6<sup>th</sup>, vendor applications can be found at the Library.

Pickleball Club – Pickle ball is outside now, appr. 22 people playing. \$425 in dues collected last month, which are split with WACO.

Dog Musers - Organizing a Clinic in July.

CERT - Highlighting the 4<sup>th</sup> Su Valley Emergency Fair 11am to 2pm is hosted by all three CERT groups in Su Valley. First 100 adults get a free bag. Food in the parking lot.

**ANNOUNCEMENTS/PERSONS TO BE HEARD**

We have a family operated Ham radio out of Long Lake Rd.

Linda mentioned that one wedding is planned as a result of the Wedding Vendor Fair.

Adjourned 8:10 pm

WACO Chair

Date

8/7/24

SDB

WACO Secretary

Date

8/8/24