

MATANUSKA-SUSITNA BOROUGH  
AVIATION ADVISORY BOARD

REGULAR MEETING MINUTES  
August 17, 2017

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

The regular meeting of the Matanuska-Susitna Borough Aviation Advisory Board (AAB) was held on August 17, 2017, at the Matanuska Susitna Borough Lower Level Conference Room. The meeting was called to order at 2:59 p.m. by Mr. David Palmer.

AAB members present and establishing a quorum were:

- Mr. Norman Chance
- Mr. Mark Stigar
- Mr. David Palmer
- Mr. Bernie Willis
- Mr. Michael Pannone

MSB Staff Present:

- Mr. Christopher Cole

II. APPROVAL OF AGENDA

MOTION: To approve the August 17, 2017 Agenda. (Mr. Mark Stigar, Moved; Mr. Mike Pannone, Seconded.)

DISCUSSION: Mr. David Palmer Amended to add Report on NTSB Meeting to VII Items of Business.

VOTE: None opposed. Motion Approved as Amended.

III. PLEDGE OF ALLEGIANCE

Lead by Mr. David Palmer.

IV. APPROVAL OF MINUTES

- a) May 25, 2017.

MOTION: To approve the May 25, 2017 minutes (Mr. Mark Stigar, Moved; Mr. Mike Pannone, Seconded.)

DISCUSSION: No Discussion.

VOTE: None opposed. Approved.

V. AUDIENCE INTRODUCTION

Mr. Frank Kelly, City of Palmer

Mr. Troy LaRue, Division of Operations Manager SOA DOT&PF

Ms. Rebecca Rauf, SOA DOT&PF

VI. STAFF/AGENCY/BOARD REPORTS & PRESENTATIONS

Mr. Christopher Cole advised he met with Barb Doty regarding Wolf Lake – going to work with Wolf Lake to organize a Special Use District (SPUD); also working on airport overlay – discussion regarding the overlay with respect with what was discussed three years ago and would like it put into Code – Subdivisions with airports around.

VII. ITEMS OF BUSINESS

a) State of Alaska DOT&PF, Statewide Aviation Presentation

Mr. Troy LaRue, Division Operations Manager provided a brief description of his credentials and provided Statewide Aviation Updates. DOT took a 26% hit with the fiscal constraints. Some things happening in Alaskan Aviation are lower enplanements/higher payloads; less GF operational funding available (limited overtime and after hour agreement implementation); system revenue discussion; updated statewide rates and fees; and capital improvement & maintenance program (CIMP) inspections. Working on our Capital Improvement Maintenance Program; lease program – dropped due to inactivity on the slope; fuel tax; systems sustainability; working with our carriers and trying to find out what are their needs. Provided information on MSB Aviation Revenue – most have higher operational costs compared to revenue except Big Lake makes enough to sort of sustain itself. Looking to increase Tie Down Program – mainly in the Southeast – looking to expand sometime in the next year. Looking at ways to bring in revenue: rural airport rates and fees; tie-down and transient parking; customer facility charges; aviation fuel tax; user/registration fee; landing fee; and after hour agreements.

b) Palmer Airport Update

Mr. Frank Kelly gave an update on the rehabilitation of runway 16/34 & related improvements: RSA expansion; tree removal; new security fence; remarking and signs on runway 10/28; large aircraft apron expansion; new compass calibration pad; heliport; helicopter parking; airfield lighting and signage; taxiway B spot repairs; and service road removal. Quarterly Airport Newsletter is being produced and will be transmitted electronically.

c) Wasilla Airport Runway Lengthening

Mr. Archie Giddings was unavailable.

- d) Sales Tax Effects/Impacts on MSB Aviation Businesses  
Mr. Norman Chance spoke about lease rates doubling across the state; aviation carriers have been getting hammered. The borough needs to be thinking about how a sales tax would affect the aviation industry and he would like the board to be aware of the impacts this will have. Mr. David Palmer suggested that if we felt the need to do an exemption for businesses selling outside the borough it should be done by producing a resolution to submit to the Assembly. This may be worth a special meeting if the borough plans to move on this – possibly doing a letter referencing the RASP. Mr. Chris Cole to keep the board posted on this item.

MOTION: To extend meeting 15 minutes; (Mr. David Palmer moved; Mr. Mike Pannone seconded;)

DISCUSSION: No Discussion.

VOTE: None opposed. Approved.

- e) Report on NTSB  
Mr. David Palmer gave a report of the morning portion of the meeting and Haegland's safety operations, policies and procedures.

#### VIII. AUDIENCE PARTICIPATION

No Audience Participation.

#### IX. STAFF COMMENTS

Mr. Chris Cole stated he is preparing an "overlay" using the RASP - starting to pull research together to be more informational at this time.

#### X. MEMBER COMMENTS

Nothing to comment.

#### XI. NEXT MEETING

- a) Thursday, October 19, 2017.

XII. ADJOURNMENT

Meeting adjourned at 5:12 p.m.

APPROVED:

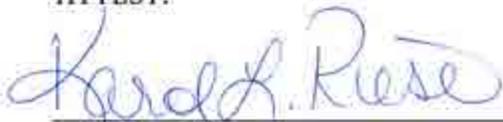


David Palmer, Chair

10-25-2017

Date

ATTEST:



Karol L. Riese, AAB Clerk

10-25-17

Date

August 9<sup>th</sup> 2017

## RSA 21 (Big Lake) Board Meeting Minutes

6:35 Call to order

Pledge of Allegiance

We have a quorum with Bill Kramer, Bill Haller and Mike Kangas present

Acknowledged Staff and guests

Moved to approve minutes from 5/9/17 and minutes from 6/19/17 special drive around board meeting.

Staff Update from Mike Lachelt:

Contractor completed 50% of brushing per contract.

Chips and sand ordered for 2017/2018 season

Crack sealing complete

Contracted for \$1200 to Survey Shoreline CT circle to determine right away.

Mike Lachelt updated progress of current CIP projects

Board approved resolution for excess fund transfer

Persons to be heard:

Leo Von Scheben requested Calcium Chloride to be provided by MSB to local RSA property owners to be applied by property owners. By property owners applying themselves cost would be approximately \$1140 per mile compared with the current bid cost from Contractor of approximately \$6k to 7K per mile. Mike Lachelt will explore the feasibility.

Kevin McCabe requested the parking lot of trail 11 on Papoose Twins Road be reshaped to eliminate water sheeting onto road. Contractor assessed prior and submitted price of \$4200 for work. Motion to upgrade this portion of road was approved.

New Business:

Old Yacht Club Road was dropped of CIP list due to several easement encroachments. Contractor bid \$24K to pull ditches and add E1. PO has been issued.

Discussion of future CIP Projects:

Mokie Tew requested .5 mile upgrade to Victor road and Beaver Lake Road.

Pat Daniels requested 1 mile+ upgrade Timberline Road to Crooked Lake.

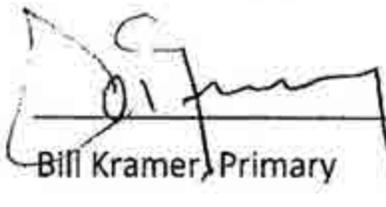
Kevin McCabe requested gravel placed from mile .3 to mile .6 on Papoose Twins Road.

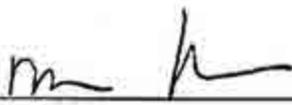
Another attendee who didn't sign in with the first name of Jake requested Pond Lilly be upgraded.

8:45 meeting adjourned

In Attendance:

Bill Kramer, Bill Haller, Mike Kangas, Mike Lachelt, Kevin McCabe, Linn McCabe, Paul Nelson, Mike Butcher, Dan Mayfield, Cathy Mayfield, Andrew Traxler, Michelle Traxler, Jim Harmon, Mokie Tew, Cindy B, Pat Daniels, Leo Von Scheben and Jake ?

 10.11.17  
Bill Kramer, Primary Date

 10/23/17  
Mike Kangas, Alternate Date

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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 6:30 pm at the Caswell Fire Station, Willow, Alaska by Chairperson, Larry Cline.

II. ROLL CALL-DETERMINATION OF QUORUM

Board of Supervisors in attendance: Chairperson, Larry Cline and Board Member, Dave Korpi. Phil Johnson was not present. Roll was called, a quorum was present, due notice had been published.

Also present: Mike Lachelt MSB Road Superintendent; James Ross, JA Spain & Sons; Randall Kowalke, Assemblyman, District 7; Brandi Ross, Shawn McBride, Dona Laubhan and Jerry Laubhan, Willow residents; Linda Cline, Secretary.

III. APPROVAL OF AGENDA

MOTION: Chairperson, Larry Cline moved to accept the Agenda, Dave Korpi seconded the motion.

IV. APPROVAL OF MINUTES

Minutes of the April 5, 2017 meeting were reviewed.

MOTION: Chairperson, Larry Cline moved to accept the Minutes, Dave Korpi seconded the motion.

V. PERSONS TO BE HEARD

None

VI. STAFF REPORTS

- A) JA Spain and Sons, Inc. Road Maintenance update – Mike Lachelt reported-
- Alaska Railroad has replaced both approaches and the track crossing at the Parks Highway and E. Hidden Hills Road with new materials.
  - Spain and Sons have removed the soft soil at the intersection of E. Hidden Hills Road and Caswell Lakes Road. It has been replaced with better material to resolve the springtime problem.
  - Additional pot holes have appeared on E. Hidden Hills road which need to be filled and repaired.
  - Three substandard cul de sacs in the Caswell Lakes area are being evaluated for upgrade in the new budget. Paul Pilch will flag each one to

Matanuska-Susitna Borough  
Caswell Lakes Road Service Area #15  
Board of Supervisors  
August 2, 2017

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create a turn-around area for plow equipment and emergency services vehicles.

- B) James Ross reported-
- Brush cutting for the year has been completed in the area. Requirement is 8 ft. from the edge of the road, and 12 ft. on corners and intersections to provide visibility and snow storage.
  - There are some bare rock spots on the surface of Bendapole Road which will require material brought in to cover them.
  - The three cul de sacs being considered for improvement this year as budget allows are located at Passthebaite and Dry Fly; the end of Shaman; and at the end of Whatabite Circle.
  - The maintenance crew is taking advantage of moisture received after each adequate rainfall to blade roads where needed.

VII. REPORTS OF OFFICERS

- A) Budget Report –Mike Lackelt reported  
2017/2018 Budget came in with an additional \$78,442 for maintenance.
- B) Final Report: 2016/2017 budget – No problems reported.
- C) Money unused from last year's estimates and projects now total \$108,168 in the Fund Balance account. Mike Lackelt presented a resolution for the Board's consideration to move \$58,000 from the Fund Balance to the Capital budget.  
Resolution # 17-01 was presented and reviewed.  
MOTION: Dave Korpi motioned to approve the resolution as presented to move the funds. Chairman, Larry Cline seconded the motion.

The funds will be available for road maintenance and repair of capital projects. Two CIP projects specified are to \$50,000 to recondition Sroufe Blvd. located off Kaususitna Road and \$50,000 to upgrade Susitna Drive.

VIII. OLD BUSINESS

- A) Status of Upper Caswell Lake Fish Passage Project engineering.  
Design work is still in progress. Numerous considerations are involved in the design, i.e., how to mitigate flood hazard in the event of a 100-year flood, determination of the type of fill to use, designing a channel with 2-4% slope and not too steep for fish passage.

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There is a possibility RSA money may be required to continue the study relative to downstream flood impact. Elevations of the road are limiting the project.

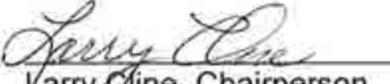
- B) Middle Caswell Lake Fish Passage Project is presently 50% done and should be completed next week.

IX NEW BUSINESS  
None

X BOARD COMMENTS  
None

XI NEXT MEETING  
Next scheduled meeting, October 4, 2017, 6:30pm at Caswell Fire Station, 19631 E. Deep Woods Way, Willow, Alaska.

XII ADJOURNMENT  
Meeting adjourned at 7:05 pm.

  
Larry Cline, Chairperson

  
Linda Cline, Secretary

# CENTRAL MAT-SU FSA BOARD OF SUPERVISORS MEETING

RECEIVED

Central Mat-Su PSB - Station 61  
101 West Swanson Avenue  
Wasilla, Alaska 99654

OCT 11 2017  
CLERKS OFFICE

Chairman: D. Eller  
Vice Chairman: K. Slauson

Board Members: B. Davis  
D. Tucker  
J. Jameson

**September 11, 2017 – 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 6:58 p.m. at the Central Mat-Su Public Safety Building (CMSPSB) at 101 West Swanson Avenue, Wasilla, Alaska, by Chairman David Eller on Monday, September 11, 2017.

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

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

### **III. PLEDGE OF ALLEGIANCE**

Mr. Slauson lead "The Pledge of Allegiance".

### **IV. APPROVAL OF AGENDA**

A) September 11, 2017

MOTION: Mr. Slauson moved, Mr. Jameson seconded to approve the September 11 Meeting Agenda as presented.

VOTE: Voting on the motion, it passed unanimously.

### **V. APPROVAL OF PRECEDING MEETING MINUTES**

A) June 12, 2017 – Joint FSA Meeting

Mr. Eller stated that he was the FSA Chair at the Joint meeting and asked if name title could get changed. There were two amendments that needed to be done to the meeting minutes. The changes were made to the meeting minutes.

MOTION: Mr. Jameson moved, Mr. Davis seconded, to approve the minutes the Joint FSA Meeting minutes as amended.

VOTE: Voting on motion, it passed unanimously.

## **VI. BOARD REPORTS / CORRESPONDENCE**

Mr. Slauson sent out everything that he has received from the Platting Office. He got one paper and the rest electronic and sent them to the board. There was one about a flag that went all the way to the end of their property. The flag was about 180-200 feet. Mr. Eller wanted to know if there was any value from the input that the board put into the responses to the Platting Office. Mr. Slauson stated that Rich Boothby (*who is formally a Fire Code Officer*) has commented on each one, as far as he knows. Mr. Slauson stated there is a flag lot behind Settler's Bay and if they improve it, it might get up to pioneer road status. At this point there is no structures on it and it is just a wildland exposure and it is not developed yet. The developer stated that they will develop the roads when then they come and sub-divide the land. The thing we lack in the Borough Ordinance is that it states that they should develop the roads. Mr. Slauson asked Mr. Tucker what the status is on the title rewrite. Mr. Tucker stated that he has not had any communication with the Platting Department but it is an agenda item. Mr. Tucker stated that he got the impression that they didn't want to move it too quickly to make sure they covered everything correctly. It should be covered late Fall after the busy building season. There is a Joint Assembly and Platting Board meeting next month and they should discuss the topic.

Mr. Slauson stated that he spoke to both of the Assembly District 5 candidates. He said that Dan Mayfield is more aware of the fire service than his opponent Mokie Tews. Steve Colligan (Assembly District 4) is terming out. Chief Steele stated that Steve Colligan took about ten minutes at the last Regular Assembly Meeting giving Emergency Services kudos because of an accident his wife was involved in on the flats that Palmer ambulance and Central Mat-Su Rescue responded to and he was very appreciative.

Mr. Tucker wanted clarification with Rich Boothby now out of the Fire Code Office does the FSA board still have good representation and support we need to make sure that we are adequately represented and Chief Steele stated yes we are and if something comes in that is critical he can go or Mr. Boothby and also we could get our Fire Code guys involved. Michelle Wagner from the Fire Code Office is making sure that Chief Steele gets copies and sends the normal response.

Mr. Slauson stated that someone should be getting Borough electronic and paper mail because he used to. The paper mail will be switching over to Mr. Eller now that he is Chair. Chief Steele stated that the board might want to consider, for the next joint meeting, requesting that the Borough Manager asks that Fred Wagner attends to give us an update and see exactly where we are and they can express our concerns.

## **VII. UNFINISHED BUSINESS**

### **A) New Positions-Update**

Chief Steele spoke about the new positions that the board approved that were not made part of the approved fiscal year budget. He has written the job descriptions and has submitted them to Human Resources. Casey Laughlin has helped by writing the legislation and Cheyenne Heindal did the financial calculations for it. On September 19 the informational memorandum will be reviewed by the Assembly so it will be introduced at that meeting and will be coming for final action at the next Assembly meeting, October 17.

Mr. Slauson stated with that we will have the joint meeting before the next Assembly Meeting.

# CENTRAL MAT-SU FSA BOARD OF SUPERVISORS MEETING

Central Mat-Su PSB - Station 61  
101 West Swanson Avenue  
Wasilla, Alaska 99654

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## VIII. AGENDA TRACKING REPORT

At the September 5 Regular Assembly Meeting, Action Memorandum 2017-088 was presented to the Assembly regarding the contract, design, and construction. This AM breaks down the funding and where we are in the process. Assemblymember Sykes pulled the item off from the consent agenda and there was about a 30-minute discussion. It was a 6-1 vote with Assemblymember Mckee opposed, but the original call for the question was 4-3 vote and there were some questions asked that made the final vote a 6-1 with Assemblymember McKee opposed. There will be a meeting with architect team Wednesday to go over the project. This project will be moving forward.

Assemblymember Doty had questions that were related to the process and the evaluation team. Assemblymember Colligan told Assemblymember Doty that the evaluation team was for a professional service not for the construction.

The project will go out to bid for a \$11-12 million project.

### Central – Service Area Response Calls

- Structure Fires – 4
- Fire Related Incidents (building fires, vehicle fires, brush fires, and trash fires) – 8
- Emergency Medical Assists – 17
- Rescue - 12
- Dispatched and cancelled events- 18 (which is 50% less than the previous month)
- False Alarms/calls – 18
- Carbon Monoxide – 1 (resulted in a fatality)
- Gas Leaks – 5 (unusually high number)

### Fire Code Office

Chief Steele stated they are still very busy.

In the month of August, they had:

- Building Inspections – 17
- Plan Reviews – 12
- Intake of new Plan Reviews – 17

### Central – Specialty Training

Chief Steele said the following classes were offered last month: Haz-Mat Ops, Rescue Technician, and the first Rope Rescue course.

Chief Steele stated that Central Mat-Su Fire Department staffed the Fair booth both August 31 and September 3. We had our Platform truck there both days. Over 1500 people came through.

Chief Steele also stated that last week a gentlemen donated a drone to the department. We have been looking at them because there are some operational benefits to having one, especially for searching for individuals. We had an event this weekend that would have been perfect, individual mauled by a moose. Helo 1 had a hard time finding him and the ground searchers had a hard time matching up with the Helo.

## **IX. NEW BUSINESS**

The Board had no New Business items to be discussed.

## **X. OTHER BUSINESS (other items of discussion not listed on agenda's**

Mr. Slauson stated that the Post Office by Settler's Bay is moving in a couple months. There is new construction that is right across from Foothills, called Country Lane. Occupancy is November timeframe.

Chief Steele stated that with the new KGB road construction there will be a south frontage road, that may take that building and we will no longer have a left hand turn onto Pinnacle. The south frontage road will start at Countryside and down to Pinnacle. This will be the access to Pinnacle.

Mr. Slauson stated that he was talking to Mr. Feather about an app that he has on his phone that is basically dispatch records and it is on real time, wanted to know if it is going to be an app that everyone can get because if so he is requesting that he get it. This app is the RedAlert NMX and is responder only and we pay for it. There is an app available that is a scanner on your phone. The board is curious if it is a blanket contract or if we have to pay extra.

## **XI. AUDIENCE PARTICIPATION & BOARD COMMENTS**

Mr. Eller asked about the hours crunch with PERS over the last year and what is assessment now that we are a year or two into it. Chief Steele stated that there is still a concern when we are having training classes and we have to be careful adjusting the hours during the classes. There is still an impact for the instructors. For responses our responders know that if it is a confirmed structure fire, a critical motor collision, or a medical call that we will deal with the hours.

The board wanted to Welcome Amy to the board.

## **XII. ADJOURNMENT**

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

VOTE: Voting on the motion, it passed unanimously.

The meeting adjourned at approximately 7:38 p.m.

**NEXT MEETING: Central Mat-Su & West Lakes FSA – Joint Scheduled Meeting  
Monday, October 9, 2017 at 7:00 p.m. at CMSPSB - Station 61**

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# CENTRAL MAT-SU FSA BOARD OF SUPERVISORS MEETING

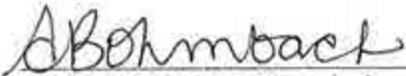
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101 West Swanson Avenue  
Wasilla, Alaska 99654

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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: 10/9/17

MATANUSKA-SUSITNA BOROUGH  
Enhanced 911 ADVISORY BOARD MINUTES

August 8, 2017

RECEIVED  
OCT 13 2017  
CLERKS OFFICE

The regular meeting of the Enhanced 911 Advisory Board was called to order at 9:00 a.m., at the Cottonwood Public Safety Building by Chairman, Casey Cook.

Advisory Board members in attendance establishing a quorum were:

Lance Ketterling, Palmer Police;	Joel Butcher, Wasilla Police;
Mark Baker, MSB IT;	Casey Cook, MSB DES; and
Ruthan Josten, Wasilla Police.	

Also in attendance were: Sonja Nelson and Dan Fleckenstein, MTA; Ken Barkley, MSB DES; John Rockwell, DPS; and Dan Robinson, Mat-Com.

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

APPROVAL OF AGENDA:

GENERAL CONSENT: The agenda was approved as presented.

APPROVAL OF MINUTES

GENERAL CONSENT: There was no objection to the approval of the June 13, 2017 minutes with the noted correction to change "statute" to "surcharge" on page 3.

PERSONS TO BE HEARD

REPORTS

Dispatch Transition

Mr. Baker stated that: Dan Monarch's contract term is complete and all the related documents should be on the share drive. From the Borough's perspective, we are happy with the way the project went and it was a fairly seamless transition. There are a few loose ends to tie up (RedAlert, Reverse 911, etc.). Mr. Butcher stated that it was a pleasure working with Dan.

Addressing Campaign

Mr. Cook stated that: Erin Leaders has taken a full time job with the borough so she will no longer be working on this project. Kelly Clemons will move into that position in the near future. There should be a blurb going out in the next billing cycle with MTA reminding people about addressing. She also ordered some supplies to set up at outreach events.

## OLD BUSINESS

### Call Location Inconsistencies

Mr. Butcher stated that: Nothing to report.

### E-911 Surcharge – Legislative Amendments

Mr. Rockwell stated that: He is not looking to make any changes to the surcharge. Mr. Baker hasn't heard any updates.

## NEW BUSINESS

### Distribution of Funds between Agencies

Ms. Laughlin stated that: It was recommended that this be put on the agenda for discussion, although she isn't sure who needs to be leading it. She looked into the possibility of a reduction in surcharge revenue. With a quick review of the figures, if we reduced the surcharge to \$1.50 and budget the same amount that we budgeted this fiscal year, we would be approximately \$500,000 over budget. We have a few items in our budget this year that we wouldn't need to budget for next year, which would save us approximately \$500,000. So in review, it appears that we could reduce the surcharge to \$1.50 for FY19 and adequately cover anticipated expenses.

Mr. Rockwell stated that: In consideration of reducing the surcharge, we should consider putting funding aside for "Next Gen" systems. Ms. Laughlin stated that we still had \$4,000,000 in projects that could potentially be used for that purpose.

Mr. Ketterling stated that: There are two separate items we are discussing; Distribution of funds between agencies, and reduction of the surcharge. Ms. Laughlin stated that the distribution of funds is tied to the surcharge in that the residual amount of funding left in the budget after expenses are projected is given to the cities according to the Surcharge Spending Priorities Agreement. Mr. Baker stated that it doesn't seem fiscally appropriate to keep the surcharge high enough to leave a large residual balance at the end of each fiscal year. If the agencies involved are in need of E-911 funding to offset their dispatch expenses, that they should put a list of needs together that the funding would be used for, and then distribution could be based on that.

There was further discussion questioning how it was originally determined that there would be a \$270,000 split each fiscal year between agencies, as well as the determination to evenly split any residual funds after the budget was approved. Ms. Laughlin will do some further research, as well as inquiring with Finance to determine if they have any history on it.

## INFORMATIONAL ITEMS

### FY17 Surcharge Revenue Chart

### FY17 Surcharge Receipts

Mr. Rockwell stated that: The Mat-Su Borough is growing in terms of surcharge, whereas everywhere else in Alaska is shrinking.

FY17 E-911 Budget Performance Report  
FY17 Accounts Payable by G/L Distribution Report

Ms. Laughlin asked if there were any questions on any of the budget reports, none were heard.

911 Quarterly Dispatch Call Report

Mr. Butcher provided a quarterly call report. No questions were heard.

Public Records Requests

Ms. Laughlin stated that: Things are still going smoothly with the transition of dispatch centers.

COMMENTS

Mr. Rockwell stated that: FirstNet – AT&T presented each state with a plan and Alaska's plan is now in the Governor's hands to determine opt in, or opt out. FirstNet is a broadband device with a focus on data today. It is a broadband, data only, cell phone service.

NEXT MEETING DATE

Chairman Cook announced that the next meeting date would be October 10, 2017 at the Cottonwood Public Safety Building.

ADJOURNMENT

  
\_\_\_\_\_  
Casey Cook, Chairman

ATTEST:

  
\_\_\_\_\_  
Casey Laughlin, Secretary

RSA 26, Greater Butte

**Minutes of Roads Reassessment Drive-Around Meeting conducted on September 25 and 26, 2017**

**In Attendance:** Mike Shields, Supervisor      Jim Sykes, Assembly Rep, Sept. 26  
Lucy Klebesadel, Supervisor  
Roy Nuttal, Supervisor

**Call to Order:** Meetings started at 9:00 am September 25 and 26 at the Butte Public Safety Building, and included specific inspection of the following roads, listed in the order visited.

**Quorum** was met both days.

**Approval of Minutes:** Minutes of July 13, 2017, regular meeting approved as written.

**Drive-Around ReAssessment**

**9/25:**

**Lombardo, south end:** Inadequate cul-de-sac floods and ices over from silt-rich runoff from upslope peony farm development; inadequate road prism height and ditches; drainage outflow (plus silt load) impacts downslope residents and wells; elevate road prism at and near cul-de-sac; enlarge and redirect drainage, provide outflow and silt catchment basin; residents served 4. Score **37** (previous Score 30.5).

**Smith Extension (for inclusion in 2018 Bond Proposal):** Severe longitudinal and lateral cracking, uneven surface deformations, in 7+/- year old pavement due to weak and plastic subgrade materials; needs reconstruction to include dig-out and replacement with adequate base material; between driveways and connecting subdivisions 145+ residents served. SWAG cost estimate \$1,200,000 for 0.9 mile. Score **41** (previously unscored).

**Butte Drive:** Off-center in ROW, bone-rock surface, inadequate drainage (no functional ditches, cross-pipe outlet buried under resident's driveway, cul-de-sac can flood, limited or no ditch outflow), too narrow; suggest full reconstruction to standard and RAP surface; residents served 9. Score **33** (previous Score 12).

**Fairweather:** Poor drainage with no outflow, surface starting to pothole; to drain Fairweather (and/or Walden) requires enlarged ditches with some prism raise, driveway culverts, at least one cross-pipe, and a significant Drainage Easement across private land to provide system outflow; residents served **4 (potentially 18)**. Score 21 (previous Score 19).

**Julie Marie:** Totally inadequate drainage, severe flooding and icing at T intersection can block traffic for days; elevate road prism, reconstruct ditches and provide cross-pipes and ditch outflow, add driveway culverts; residents served 11. Score 49 (previous Score 22).

**Walling, east end:** Okay to Silver Bullett but should re-oil RAP surface next summer. East end remains a plastic silty mess, with one-lane width, terminus probably outside of ROW, cul-de-sac too small, surface at or below adjacent ground level, no ditches or ditch outflow; when resident density increases, reconstruct to place within ROW, raise road prism and provide ditching, cross and driveway culverts as necessary, and ditch outflow if possible (may be a drain-rock sump on this flat ground); residents served 7. Score 31 (previous Score 17).

**Lindsey:** One-lane road off-center within narrow ROW, minimal to nonexistent ditches with buried utilities in them, no cul-de-sac at end; this is functionally a driveway serving 2 properties;

need to center in ROW, raise road prism, construct drainage with outflow; residents served 3. Score 34 (previous Score 21).

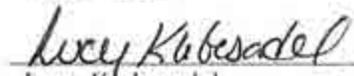
**Republican, west end:** Okay to Our Road junction (reconstructed in 2009). Road End prism raised 3 inches, drainage improved, surface reworked and CaCl-treated in 2012); silt-rich surface roughly meets spec, but can generate dust in summer or slick mud when wet; residents served 19. Score 14 (previous Score 6).

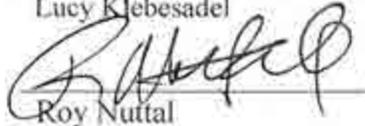
**9/26:**

**Heritage Subdivision:** Includes **Constitution, Bending Birch, Reliance, Americana** (Note that Highbush Circle was not assessed since it is not certified for maintenance). Primarily a poor drainage problem on lower Constitution and Bending Birch, since it is very flat and near river level; poor drainage system (inadequate or nonexistent ditches, inadequate or nonexistent cross-culverts, no driveway culverts, no system outflow) and silty moisture-retentive surface; raise road prisms, provide ditching and outflow (wherever possible), cross and driveway culverts; residents served 28. Score 27 (previous Score 21).

Drive-around concluded at roughly 3:15 pm, 9/25, and 12:00 noon, 9/26, at the Butte Public Safety Building.

  
Mike Shields, Primary

  
Lucy Kiebesadel, 1<sup>st</sup> Alternate

  
Roy Nuttal, 2<sup>nd</sup> Alternate

Next regular meeting October 12, 2017, 6:00 pm at the O&M Building.

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OCT 19 2017

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**Greater Talkeetna Road Service Board of Supervisors  
Minutes of Regular Meeting  
June 8, 2017**

A regular meeting of the Greater Talkeetna Road Service Area Board of Supervisors (RSA 29) was held at the Talkeetna Fire Hall on June 8, 2017. Board members John Strassenburgh and Billy FitzGerald were present. Community member Jim Graham also attended.

- I. There was a quorum, and the meeting was called to order at 7:15 pm.
- II. Minutes of the May 11, 2017 meeting were approved.
- III. Jim Graham spoke of the dust problem on Woodpecker. Jim explained the severity of the problem, with a primary cause being the Princess bus and Alaska Railroad traffic. Discussion followed. This has been a recurring and worsening problem over the years as Princess traffic has increased. Last year's asphalt emulsion application worked well, but its effectiveness weakened over the course of the summer. The Board discussed various options, including another application of the asphalt emulsion and further considering resurfacing with recycled asphalt. The latter would be expensive, and efforts should be made to ask Princess and the Railroad to pony up some of the cost. John will contact our Assembly Representative, Randall Kowalke to discuss various options. Billy will get the traffic count data for Woodpecker.
- IV. The Board reviewed Mike Lachelt's report: Calcium chloride has been applied to one-half mile of downtown and compacted; Shoulder work at the intersection of Sunshine and the Spur Road was completed; Crack sealing has been completed downtown and on Helena Street; Infra-red machine asphalt path on Main Street in downtown; One complaint about dust on Woodpecker; Work to repair fractured cross members on Yoder Road bridge is complete. The Board also discussed the state's bridge inspection report that recommends repainting the Yoder Bridge.
- V. The Board discussed a noise problem at the Beaver Road Gravel Pit. Work continues late into the evening, as late as 10:00 pm on a Sunday. Billy will review the Ahtna contract and MSB code (17.28.060(A)(5)) and otherwise explore ways to limit working hours out of consideration for the nearby residents.
- VI. The Board discussed the potential road bond proposal currently being developed by the LRSAAB (aka "Big Board"). Although more research is needed to assess the impact on our RSA taxpayers as well as any limitations as to the type of project that may be part of the package, the Board determined to submit both

the Yoder Bridge repainting project (\$130,000) as well as the Woodpecker RAP project (\$60,000).

VII. The meeting was adjourned at 8:10 pm.

Respectfully submitted,



John Strassenburgh  
RSA 29 Primary



## Knik Road Service Area 17

### Board of Supervisors

Art and Boot Scates Public Safety Building  
Station 6-4  
Mile 4, Point MacKenzie Rd., Wasilla, AK 99623

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OCT 17 2017  
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### Minutes

July 12, 2017

The meeting was called to order at 6:30 p.m. by the board chair, Toby Riddell. Meeting notice was advertised as required and also posted on the Point MacKenzie Community website.

Roll call was taken and a quorum was established.

Attendance: Toby Riddell, Board Chair, Primary  
Dan Huttunen, Board Member, Alt. 1  
Debby Foster, Board Member, Alt. 2  
Scott Sanderson, MSB Road Supervisor RSA 17  
Dan Mayfield, Borough Assembly District 5  
Gary Foster, PMCC Vice-President  
Kim Bynwa, Redington Dr. resident  
Robert Deschamps, Redington Dr. resident

The Pledge of Allegiance was led by Mr. Riddell.

Agenda was approved and the April 12, 2017 general meeting minutes were approved as written.

#### Correspondence report:

Sent: Knik RSA 17/Central Mat-Su Fire Dept., Facility Use Permit  
Rcvd: MSB O&M, Project updates 5/15/17  
MSB Platting, Pavlus Park Estates  
MSB Platting, Knik Arm Bridge & Toll Authority, ROW Acquisition  
MSB Land Management, Timber Harvest Schedule  
MSB O&M, Striping Bid Results  
MSB O&M, Directory of RSA Board Members  
MSB O&M, LRSA Board Agenda & Minutes, 5/18/17  
MSB O&M, LRSA Board Agenda & Minutes, 6/15/17

#### Board of Supervisors

Toby Riddell, Chair

Dan Huttunen, Alternate 1

Debbie Foster, Alternate 2

MSB Platting, Knik Homesites  
MSB Platting, Boxer Haven Acres  
MSB O&M, Project updates 6/15/17  
MSB LRSA, Road bond project information  
Paul Nangle, Attorney, Ptarmigan Village Unit #1 Re-plat  
MSB Platting, Knik Ridge PUE

**Reports:**

MSB Road Supervisor Scott Sanderson reported that our area contractor, Northern Asphalt has been performing in accordance with the contract and doing a good job and keeping up with road maintenance. They have completed some asphalt overlay work on Point MacKenzie Rd. last week and are getting ahead on brushing.

Capital Improvements – The striping contract has been awarded to Pacific Asphalt and they will start striping in RSA 17 upon D&S completing the crack sealing on roads scheduled to be striped.

Hazel - Valley General has completed clearing and it is anticipated they will complete the project by September 30.

Cormorant/Phalarope design is 95% complete. ROW acquisition will be a problem for the 2<sup>nd</sup> half due to an only 30' ROW. This project will probably be addressed next season due to delays in utility relocates and ROW acquisition.

Carmel is at 95% and utilities are being relocated and securing slope easements from residents.

DOT will be completing the Clapp Road extension through the old Knik Road tying into Fairview Loop and removing the existing KBG/Fairview Loop intersection.

Phenix Dr. – A purchase order is in process to install a street light at Hollywood and Phenix at the school bus stop. The cost is \$6,200 due to the distance away from existing utilities. Our RSA expends \$6,200 to MEA for utility cost and maintenance of the street lights. The dip in Phenix will be excavated and repaired along with approximately 1,300' of ditch work for \$9,600.

Calista/Borgeo (Settlers Bay) – O&M crew expended 337 man hours this past winter steam thawing and keeping the road ice free due to the high water table. We will be addressing the drainage issues by clearing ditches, installing culverts and elevating the road surface mitigate the high water problem. The ROW has been surveyed and flagged for \$1,700. Cost of the two projects is \$49,000.

Cardiff Lane – The water issue at the corner of Pinnacle Peak will be addressed this summer. Cost - \$16,700.

Dust Control – Calcium Chloride will be applied to 18 miles of road in our RSA this summer for a total of \$32,000.

Sunset Avenue overlay has been completed for \$16,900.

Scott has received a request to raise the grade at Ronnie Circle to meet the existing grade at Red Birch. Cost \$19,490.

Timberland paving has been completed.

Dan Huttunen questioned why our Fund Balance still shows \$227,333 dollars when we passed a resolution in April approving the transfer of \$170,000 to cover additional road maintenance costs. Scott reported that the fund transfer was never submitted to the Assembly for approval. This will be taken care of as soon as possible. Scott prefers to keep a minimum balance of at least \$50,000 in the fund balance for emergency repairs.

LRsAB - Road Service Area Board Meetings – Dan Huttunen reported the board discussed the road bond project and this will have to wait until next fall for voter approval. In the interim, the board is requesting 3 roads from each RSA to be considered in the bond proposal. Our board supports rebuilding Point MacKenzie Road by widening the shoulders, taking care of drainage issues, and new paving along with Foothills Drive to eliminate the areas of “no maintenance” between sections. This will also remain on our CIP list in case the bond issue fails.

Dan Huttunen and Dan Mayfield confirmed that the bond issue would be an area wide bond paid for by the general fund and not the responsibility of each RSA.

#### Persons to be Heard

Dan Mayfield received a call from a resident questioning the maintenance of the public lake access at Knik Lake. MSB does not maintain any of the public use lake access points. Dan will get additional specific information from the resident regarding his concerns.

Kim Bynwa expressed thanks for the street light by Redington School and was pleased the school district added additional lighting to aid in safety.

Unfinished Business

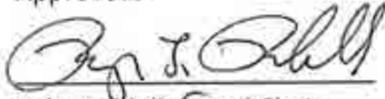
Item were addressed in Scott's report.

New Business

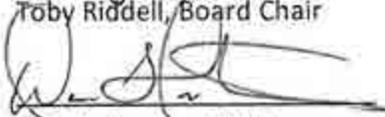
- A. LID for road improvements. The board supports sending out information to residents on unimproved or unpaved streets in our RSA informing them of the process. We are still waiting for the borough to complete the mailing list.
- B. Road Bond – Scott will provide a summary of the scope of work and estimates for Point MacKenzie and Foothills to be forwarded to the LRSAB.
- C. Ptarmigan Village Replat – Public comments were due by July 5<sup>th</sup> so we missed our opportunity to weigh-in on the petitioner's request to combine 3 lots into 1 lot in order to build 6 units. The board agreed that this in in conflict with the recorded covenants stating that this is a single family home subdivision (1 residence/lot).
- D. Cameo Drive – Currently there is not a turn-around for maintenance contractors use requiring them to turn their equipment around in private driveways. Scott stated the road is not in the prescribed ROW and encroaching on private property. Scott met with the homeowner and reached an agreement to move the road and install a turn-around for the contractors. Scott will obtain a quote for this work.

Meeting was adjourned at 7:29 p.m. Next meeting will be at 6:30 p.m., October 11, 2017.

Approved:



Toby Riddell, Board Chair



Dan Huttunen, 1<sup>st</sup> Alt.

10-11-17

Date

10/11/17

Date

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OCT 17 2017  
CLERKS OFFICE

Resolution # 17-02

A RESOLUTION OF ROAD SERVICE AREA #17, KNIK SUBMITTING AN APPROVED 2018 ROAD SERVICE AREA MAINTENANCE AND IMPROVEMENT LIST FOR ROAD IMPROVEMENTS TO THE ASSEMBLY FOR REVIEW AND APPROVAL.

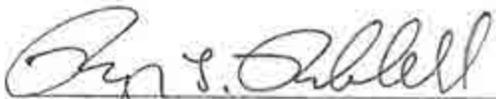
WHEREAS, the Annual Road Service Area Maintenance and Improvement List is developed for road maintenance and repair road improvements in each road service area; and

WHEREAS, the Road Service Area Maintenance and Improvement List has been presented to area residents by this Road Service Area Board of Supervisors; and

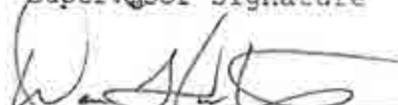
WHEREAS, the Matanuska-Susitna Borough Assembly reviews and approves the Road Service Area Maintenance and Improvement List; and

NOW THEREFORE BE IT RESOLVED, that Road Service Area #17, Knik Supervisors concur with this Road Service Area Maintenance and Improvement List and request the Matanuska-Susitna Borough Assembly to approve as submitted.

ADOPTED by Road Service Area #17, Knik Board of Supervisors:

  
\_\_\_\_\_  
Supervisor Signature

10-11-17  
\_\_\_\_\_  
Supervisor Signature

  
\_\_\_\_\_  
Supervisor Signature

Date: 10/11/17

MATANUSKA-SUSITNA BOROUGH PUBLIC WORKS DEPARTMENT  
 2018 ROAD SERVICE AREA MAINTENANCE & IMPROVEMENTS

ACCOUNT # 30040

FOR RSA BOARD REVIEW 10/11/2017

ROAD SERVICE AREA #17  
 KNIK

ASSEMBLY PERSON: Dist 5 Dan Mayfield  
 RSA SUPERINTENDENT: Scott Sanderson  
 RSA PRIMARY: Toby Riddell  
 RSA ALT: Deb Foster  
 RSA ALT: Dan Huttenru

APPROX AVAILABLE FUNDING \$2,400,000

PRIORITY STATUS	ROADS / LOCATION	DESCRIPTION OF WORK	TOTAL EST COST	RSA	DUST CONTROL	GRANTS	GRANT DETAILS	FUNDED: YES/NO
1	RSA ROADS	CALCIUM PURCHASE	\$15,000	\$15,000				YES
2	RSA ROADS	CALCIUM APPLICATION	\$20,000	\$20,000				YES
3	RSA ROADS	RECONDITION ROADS	\$75,000	\$75,000				YES
4	RSA ROADS	PAVEMENT MAINTENANCE	\$100,000	\$100,000				YES
5	Cormorant Way, Phalarope Dr., (1.2)	17-121P Term Consultant Design / Utility Relocate / ROW Acquisition / Reconstruct	\$550,000	\$550,000				YES
6	Carmel (.80)	17-121P Term Consultant Design / Utility Relocate / ROW Acquisition / Reconstruct	\$450,000	\$450,000				YES
7	W. Cormorant Way (.65)	17-121P Term Consultant Design / Utility Relocate / ROW Acquisition / Reconstruct (Ph. 2 Remaining Loop)	\$300,000	\$300,000				YES
8	Foothills Blvd. (.60)	17-121P Term Consultant Design / Utility Relocate / ROW Acquisition / Reconstruct	\$240,000	\$240,000				YES
9	S. Alix Dr. (.74)	17-121P Term Consultant Design / Utility Relocate / ROW Acquisition / Reconstruct	\$315,000	\$315,000				YES
<b>TOTAL FUNDED</b>			<b>\$2,065,000</b>	<b>\$7,065,000</b>	<b>\$0</b>	<b>\$0</b>		
10	Royal Ln. (.52) O'Brien Creek (.24) McQuire (.13) Ira Dr. (.16)	17-121P Term Consultant Design / Utility Relocate / ROW Acquisition / Reconstruct	\$420,000	\$420,000	FUNDING NOT AVAILABLE			NO
11	S. Alix Dr. (.74)	Pave w/2" A.C.	\$220,000	\$220,000	FUNDING NOT AVAILABLE			NO
12	Appalachian (.21)	Drainage and Pave w/2" A.C	\$63,000	\$63,000	FUNDING NOT AVAILABLE			NO
13	village St. (.24)	Drainage and Pave w/2" A.C	\$72,000	\$72,000	FUNDING NOT AVAILABLE			NO

14	S, Valley View Dr. (.30) Spinnaker Dr. (.18)	17-121P Term Consultant Design / Utility Relocate / ROW Acquisition / Reconstruct	\$200,000	\$200,000	FUNDING NOT AVAILABLE	NO
15	W. Birch Harbor (.47)	Drainage and Pave w/2" A.C.	\$141,000	\$141,000	FUNDING NOT AVAILABLE	NO
16	Carillon Dr., Viking Rd., Lost Valley Rd., Arlie Rd. (1.33)	17-121P Term Consultant Design / Utility Relocate / ROW Acquisition / Reconstruct	\$550,000	\$550,000	FUNDING NOT AVAILABLE	NO
17	Limberlost, Trinity, Village, Appalachian, Crestview, BelAire, Hilltop, Chateau, Caskill, Shamrock	Chipseal 2.6 Miles	\$415,000	\$415,000	FUNDING NOT AVAILABLE	NO
18	Pt. Mac Rd. (MP 0-3)	Reclaim and Repave first 3.0 miles	\$500,000	\$500,000	FUNDING NOT AVAILABLE	NO
<b>TOTAL UNFUNDED</b>			<b>\$2,581,000</b>	<b>\$2,581,000</b>		

MEETING

Held 6:30 pm Thursday June 15, 2017 at West Lakes Fire Station #73

OCT 20 2017

IN ATTENDANCE:

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RSA #

RSA Members Present

09-Midway	Dan Tucker P		
14-Fairview	Dan Elliott P		
15-Caswell Lakes	Larry Cline P tc		
16-South Colony		Daniel Monarch tc	
17-Knik		Daniel Huttunen tc	
19-Lazy Mountain			
20-Willow			
21-Big Lake	Bill Kramer P		
23-North Colony			
25-Bogard	Gary Hessmer P		
26-Greater Butte	Mike Shields P		
27-Meadow Lakes	Stephen Edwards P		
28-Gold Trails			
29-Talkeetna	John Strassenburgh P tc		
30-Trapper Creek	Joan Medberry P		
31-Alpine			

tc = by teleconference P = Primary

RSAs not represented: Lazy Mtn (19), Willow (20), North Colony (23), Gold Trails (28), 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 6:35 pm, with Pledge of Allegiance, Chair Stephen Edwards presiding.

ROLL CALL and QUORUM DETERMINATION: 11 of 16 RSAs represented. Quorum was met.

APPROVAL OF AGENDA: Approved as amended to include "phone protocols" before Training.

APPROVAL OF MINUTES: Minutes of May 18, 2017, approved as written.

Conference Phone Protocols: Board Secretary Mike Shields requested that everyone comply with the following: (1) Those calling in must use the mute feature on their phone when not speaking; when you don't, we all hear any background noise (music, barking dogs, rustling papers, children, dishes being done) which makes it difficult for everyone to hear what is being said. (2) Those in the meeting room must be quiet when they don't have the floor; rustling papers, having side conversations, or anything else that creates noise makes it difficult for those on the phone to hear and understand what is being said. (3) Everyone needs to speak clearly, and with enough volume to carry to distant phone receivers.

TRAINING: None.

LOCAL ROAD SERVICE AREA ADVISORY BOARD, MATANUSKA-SUSITNA BOROUGH

**STAFF REPORTS:**

**A. O&M: Terry Dolan:** Projects status report passed out. Terry reported that brushing is under way; Alex is on top of current and planned projects; crack-sealing is under way; the full MSB crew is now on board; the paving contract has been extended to next June, with 10 miles to do. Discussion followed, with Bill Kramer asking if Alex could be "more energized" in getting projects awarded.

**BOARD MEMBER REPORTS:**

**A. TAB: Dan Elliott:** The TAB had a "work session" June 6, with its Projects List projected to 2035 nearing completion.

**UNFINISHED BUSINESS:**

**A. Stephen Edwards' Road Bond Proposal followup:** Discussion led by Stephen of the relation to the Capital Projects Division's projects list of this Board's list (Mike gave a synopsis of the RSA's responses to date for the Board list – 13 of 16 RSA nominations received). Larry Cline, RSA 15, and Bill Kramer, RSA 21, provided nominations; Mike said that Thomas Phillips, RSA 20, who is out of state, should respond to him soon. Discussion followed regarding the definition of "maintenance" vs "construction" and the drop-dead date for submission to the Assembly to be on the fall 2017 ballot. Mike will email the current Board list to all RSA's very shortly.

**NEW BUSINESS:** None.

**PERSONS TO BE HEARD:** None.

**CORRESPONDENCE AND INFORMATION:** None.

**OTHER BUSINESS: Performance of the new teleconference phone:** Brief discussion indicated that performance is much improved. Dan Tucker suggested that reconfiguring the room-tables layout would improve it even more, and this will be tried at the next meeting.

**July meeting:** Discussion regarding the need for a July 20 regular meeting led to a unanimous vote to cancel it, there being no pressing issues for its Agenda and considerable doubt that a quorum would be attainable.

**BOARD COMMENTS:** None.

**ADJOURNMENT:** Dan Tucker moved, Joan Medberry seconded; meeting adjourned at 7:27 pm.

**NEXT MEETING:** Thursday, August 17, 2017 at the West Lakes Fire Station #73, 1250 Spring Drive.

Board Chair 

Board Secretary 

Matanuska-Susitna Borough  
FISH AND WILDLIFE COMMISSION

Thursday, August 17, 2017, 6:00pm

MINUTES

**I. CALL TO ORDER/ROLL CALL**

Meeting was called to order at 6:16pm by Terry Nininger at MSB in Palmer. Quorum was established with six members present: Terry Nininger, Howard Delo, Andy Couch, Mike Wood, Jim Sykes (phone) and Steve Colligan (phone).

**II. APPROVAL OF AGENDA**

Terry requested to amend the agenda to discuss upcoming meeting with ADF&G after item VII. Howard made a motion to approve the agenda as amended. Mike seconded the motion. The motion was approved.

**III. NEW STAFF INTRODUCTION**

Brianne Blackburn, new Environmental Planner gave a brief introduction on her educational and professional background. She came onboard after Frankie Barker's retirement in June.

Other guests at the meeting introduced themselves: State House Representative George Rauscher, Jessica Smith (Planning Services Manager at Mat-Su Borough), and Ben Rowell (public).

**IV. MINUTES OF PRECEDING MEETINGS**

Andy made a motion to approve minutes from May 18, 2017. Howard seconded the motion and it was approved.

**V. CORRESPONDENCE/ANNOUNCEMENTS**

John Moosey sent a letter to the North Pacific Fishery Management Council (NPFMC) on FWC's behalf on May 22<sup>nd</sup>, 2017 to request notification for meetings or activities that might affect our critical salmon fisheries in Cook Inlet. NPFMC responded on June 21<sup>st</sup> to inform of upcoming meeting in October in Anchorage and extend an invitation for MSB representative to relevant email lists.

Andy sent a letter to ADF&G Commissioner and Director Scott Kelley Responded. Will get a copy to Brianne to get out to the group.

Saturday, August 19<sup>th</sup> is Youth Fishery at Eklutna Tailrace sponsored by ADF&G

August 22<sup>nd</sup> is Mat-Su Salmon Annual Site Tour. Details of event will be forwarded to FWC. Mike indicated the revetment project in Talkeetna would be worth stopping and discussing alternative restoration options for this area with Salmon partnership. Jim

identified a root wad installation to repair riprap on the Susitna in that area that would be good to look at for comparison. Mike asked to be informed if the Partnership does have an opportunity to look at and discuss this project in Talkeetna.

Mike mentioned the Larson Creek proposal limiting timing of fishery seems to have been met with more enthusiasm with the locals. Howard indicated that people still seem to be catching fish.

#### **VI. PERSONS TO BE HEARD**

Ben Rowell thanked the FWC for the work they have done with the Conservation Corridor.

Jessica Smith indicated changes within the MSB planning department. She is the new Manager for the Planning Division

#### **VII. ECONOMICS OF SPORTFISHING STUDY UPDATE**

Brianne updated on the contract with Southwick to carry out the project after ADF&G had to cancel the original contract last fall. Southwick has revised their operations plan and FAQ for the project to include a two-wave survey that was initiated earlier this month. Bruce asked about ADF&G's involvement. Brianne indicated they reviewed survey questions, provided license information for targeting surveys and continue to advise to ensure survey is directly comparable with the 2007 project. ADF&G is a cooperator for the project and the funding reporting is through MSB. FWC and staff discussed the survey and how recipients are targeted through fishing license database

#### **VIII. ELODEA TREATMENT**

Brianne gave update on behalf of Pete Johnson with DNR who is out on paternity leave. After Alexander Lake treatment in May, elodea showed impact but not as much as was hoped. Elodea was also found in Sucker Lake (to the south of Alexander Lake and part of the same system) and DNR is coordinating between DF&G and Cook Inlet Aquaculture to do the survey the same time water samples are collected on Alexander to determine if it is necessary to do a fall treatment (dependent on water sample analysis). DNR does have enough chemical to do a fall treatment, if necessary. DNR hired new invasive plants coordinator, Dan Coleman. Terry inquired about funding moving forward for DNR and indicated Cook Inlet Aquaculture could be a partner.

#### **IX. DISCUSSION OF AUGUST 22<sup>nd</sup> SPECIAL MEETING**

Special meeting is scheduled for next Tuesday, August 22<sup>nd</sup> to discuss Upper Cook Inlet with ADF&G Commissioner Cotten and staff. Meeting will be held from 5-7pm in Assembly Chambers with call-in available for Jim. FWC and staff discussed providing questions ahead of time to ADF&G. By the time FWC would have a final draft, they would likely not get to ADF&G with much time to prepare. Mike reminded the FWC that if ADF&G is not able to address any questions at the special meeting they could follow up at the normal fall meeting that ADF&G reports on the season. Agenda will open with

introductions and an overview from FWC, with discussion from ADF&G Commissioner Cotten, directors from Commercial Fisheries and Sport Fisheries, and staff from Habitat and Subsistence. There will be time for FWC comments and discussion, followed by Public Participation.

Howard stressed the need for order to the meeting including organized sign-in sheet for anyone to comment and a timer. Staff confirmed both would be present.

Andy offered that the goal for the meeting was to have ADF&G seriously consider meeting northern escapement goals and providing opportunity to northern users anytime they talk about the conservation corridor and not only consider the Kenai or Kasiloff goals when decisions are made. FWC discussed overall messaging of the meeting and questions to be presented from the FWC to ADF&G.

Quorum was lost when Jim lost his phone connection. Unable to re-establish the quorum, Andy made a motion to close the meeting. Seconded by Mike. Chair noted that unaddressed agenda items would be taken up at next regular meeting in September.

**X. ADJOURN**

Meeting was adjourned at 8:12pm

  
TERRY NININGER, Chair

ATTEST:   
BRIANNE BLACKBURN, Staff

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

Chairperson - David Palmer - At Large 4  
Vice Chair - Ed Strabel - District 6  
Amy O'Connor - District 1  
Stuart Leidner - At Large 1

George Brown - District 2  
Kenny Barber - At Large 2  
Sonya Walden - District 3  
Scott Lapiene - At Large 3

Roy Wahl - District 4  
Cindy Bettine - District 5  
Tomas Phillips - District 7

RECEIVED

OCT 25 2017

CLERKS OFFICE

## MINUTES

### REGULAR MEETING Lower Level Conference Room

August 28, 2017  
6:00 P.M.

#### I. CALL TO ORDER

Meeting called to order by Mr. Palmer at 6:01 P.M.

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

- A. Members present: David Palmer, Scott Lapiene, Stuart Leidner, Tom Phillips; Ed Strabel, Amy O'Connor, Roy Wahl, Kenny Barber  
Members Absent: George Brown  
Members Absent and Excused: Sonya Walden, Cindy Bettine,
- B. Staff Present: Hugh Leslie, Recreation Services Manager  
Jill Irsik, CD Admin Spec.

#### III. APPROVAL OF AGENDA

MOTION: Mr. Barber moved, Mr. Leidner 2<sup>nd</sup>. Mr. Palmer moved to move New Business before Borough Staff Report, Mr. Leidner 2<sup>nd</sup>. All in favor. Agenda approved as amended.

#### IV. PLEDGE OF ALLEGIANCE

Mr. Palmer led the Pledge of Allegiance.

#### V. MINUTES OF PRECEDING MEETING

- A. June 24, 2017  
MOTION: Mr. Barber moved, Ms. O'Connor 2<sup>nd</sup>. Minutes approved as written.

#### VI. NEW BUSINESS

- A. Nomination of Borough Land for Disposal  
Ms. Cameron - Land Management Agent,

- gave the history of the parcel that was nominated for sale. She also went over the Borough's land nomination process.
- Is looking for action from this board on this nomination due to the fact that the Plumley-Maud, Burnt Butte, and Mud Lake Trails cross the parcel.
- Staff is opposed to selling this parcel. Would like to plan for the future in regards to future recreation uses.

MOTION: Mr. Leidner moved for the board to have a formal resolution in favor of retaining the parcel, Mr. Barber 2<sup>nd</sup>. All in favor. A resolution will be brought forward at the September 25<sup>th</sup> meeting.

B. PRTAB Reso 17-06 - A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PARKS, RECREATION, AND TRAILS ADVISORY BOARD RECOMMENDING THAT THE ASSEMBLY ADOPT THE GOVERNMENT PEAK RECREATION AREA MASTER PLAN.

MOTION: Mr. Leidner moved to approve Reso 17-06 as written, Mr. Barber 2<sup>nd</sup>. Discussion.

- The board still does not feel that this is a "Master Plan", or that this is for the whole of the Government Peak Recreation Area. It only addresses the southern sub-unit of GPRA. And it seems to be more in line with a development plan.
- Would like to see another 30-day public comment period, with another public meeting to be held.
- Mr. Krueger will discuss making the changes to the document with Mr. Phillips, as well as put it out for another round of soliciting public comments. He will also discuss with Mr. Phillips the board's desire to have another public meeting held to discuss the master plan.
- Mr. Strabel called for the question.
- One in favor, seven opposed. Motion failed.

MOTION: Mr. Strabel moved to ask the Community Development department to have an additional 30-day public outreach effort, and to contact specifically the user groups for their input. Mr. Leidner 2<sup>nd</sup>. All in favor.

C. Borough Park Use Policy Discussion

- Board requested a copy of the rules for Mat River Park and Campground, these rules were included in the packet.
- The Borough does not manage many parks, and only has the two campgrounds at this time.
- Camping on Borough owned land is a generally allowed use, unless otherwise restricted, i.e. lake access and parks
- Ms. O'Connor stated that her family camped at the Mat-River Park Campground this past weekend, and noted that the camp host was able to use the written rules to make it a positive experience for the campers. The rules as written are effective and great.
- Board would like to learn more about the generally allowed uses on Borough land.

MOTION: Mr. Lapiene moved to extend the meeting to 8:15 pm. Mr. Phillips 2<sup>nd</sup>. Motion failed with five in support and three opposed.

VII. BOROUGH STAFF REPORTS

Mr. Leslie reported:

- That he was wrong in regards to which department was managing the trail projects. Most of them are being managed by Land Management.
  - Board would like more detail in the updates, would like copies of the public comments, work / concept plans, project scope, etc...
- Brasil Springs Public Meeting was held August 14. There was a good turnout. The written comments have been overwhelming in support of the trail.
- Gate at Government Peak will be going in at the border of the Borough owned land. The scope of work for that project is currently at Capital Projects.

- The borough has decided to go out for proposal for the management of the Chalet. User groups will have to work with the new concessionaire.
- Currently at 65% for the Brett Ice Arena, are still within the budget for the main components of the plan.
- Promoted Assistant Ice Arena Manager to Manager, now the search is on for a new assistant.
- Jim Creek Campground – supposed to be pushing dirt next week
- Park Shop – is behind schedule

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

Joe Irvine – Secretary Fishhook Community Council

The sound in the great room of the Government Peak Chalet is really poor. The community council would like to work with the borough to have a sound enhancement in the great room

#### IX. UNFINISHED BUSINESS

A. Alaska LNG project – [www.alaska-lng.com](http://www.alaska-lng.com)

- The project has a new website. <http://ak-lng.com>

#### X. PUBLIC NOTICES

None at time of mailing

#### XI. VOLUNTEER NOMINATIONS

None

#### XII. CORRESPONDENCE

None

#### XIII. MEMBER COMMENTS

- Mr. Phillips – shared a picture of the dedication at Mud Lake / Flat Lake
- Mr. Lapiene – Mat Su Trails Council just finished up a two week brushing project on the Puritan Creek Trail. They brushed 7.5 miles of trail.
- Mr. Strabel – Hikers and his son could hear fireworks coming from the Chalet from the event on Friday, August 25<sup>th</sup>.
  - There are three bad lights at Government Peak. The contractors have been notified, and have a theory that it is cold weather related. The contractors tore up the trail while looking at the lights, but they are supposed to repair any damage.
  - Phase 2 of the ski trail development is behind schedule due to the wet weather. They hope to have it skiable by this winter.
- Mr. Leidner – The Trails Foundation can hold the security deposit of the renters that were shooting off the fireworks during their rental.
- Ms. O'Connor – Will not be at the September meeting

#### XIV. NEXT MEETING

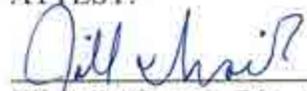
A. Next regularly scheduled meeting is September 25, 2017, Lower Level Conference Room, DSJ Building, Palmer.

#### XV. ADJOURNMENT

Mr. Palmer adjourned the meeting at 8:10 p.m.

  
David Palmer - Chairperson

ATTEST:

  
Jill Arsik, Comm. Div. Admin. Specialist

MATANUSKA-SUSITNA BOROUGH  
PARKS, RECREATION AND TRAILS ADVISORY BOARD  
RESOLUTION NO. 17-07

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PARKS, RECREATION, AND TRAILS ADVISORY BOARD SUPPORTING THE MATANUSKA-SUSITNA BOROUGH RETAINING TAX PARCEL 17N03E18B001 FOR THE PURPOSE OF PUBLIC RECREATION.

WHEREAS, the Matanuska-Susitna Borough tax parcel 17N03E18B001 was nominated by the public to be included in upcoming borough land sales; and

Whereas, the parcel is over 238 acres in size and contains portions of the Plumley-Maud, Burnt Butte, and Mud Lake Trails and many volunteer hours and funding has been spent to create, enhance and maintain these trails; and

Whereas, the property provides great public recreational value and should be preserved for future recreational use; and

Whereas, borough department review was conducted, and was determined that the public's best interest would be served through retention of this parcel for public recreation purposes; and

Whereas, the Matanuska Susitna Borough Parks, Recreation, and Trails Advisory Board concurred with retaining the parcel at their August 28<sup>th</sup> meeting.

NOW, THEREFORE, BE IT RESOLVED, that the Parks, Recreation, and Trails Advisory Board supports the Matanuska-Susitna Borough retaining tax parcel 17N03E18B001 for the purpose of public recreation.

Adopted by the Matanuska-Susitna Parks, Recreation, and Trails Advisory Board this 23<sup>rd</sup> day of October, 2017.

  
\_\_\_\_\_  
David Palmer, Chairperson

ATTEST:

  
\_\_\_\_\_  
Jill Irsik, Admin. Secretary

The regular meeting of the Matanuska-Susitna Borough Planning Commission was held on September 18, 2017, 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 Colleen Vague.

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

Planning Commission members present and establishing a quorum:

- Ms. Mary Anderson, Assembly District #1
- Mr. Thomas Healy, Assembly District #2
- Ms. Patricia Chesbro, Assembly District #3
- Ms. Colleen Vague, Assembly District #4, Chair
- Mr. Chris Elder, Assembly District #5
- Mr. Stafford Glashan, Assembly District #6
- Mr. Vern Rauchenstein, Assembly District #7

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Staff in attendance:

- Ms. Jessica Smith, Planning Services Manager
- Ms. Trina Sears, Assistant Borough Attorney
- Mr. Mark Whisenhunt, Planner II
- Mr. Christopher Cole, Planner II
- Ms. Mary Brodigan, Planning Commission Clerk

**II. APPROVAL OF AGENDA**

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

GENERAL CONSENT: The agenda was approved without objection.

**III. PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Mr. Mark Whisenhunt, MSB Staff.

**IV. CONSENT AGENDA**

**A. Minutes**

1. August 7, 2017, regular meeting minutes
2. August 21, 2017, regular meeting minutes

**A. INTRODUCTION FOR PUBLIC HEARING: QUASI-JUDICIAL MATTERS**

1. **Resolution 17-43**, a Conditional Use Permit (CUP) in accordance with MSB 17.67 Tall Structures Including Telecommunication Facilities, Wind Energy Conversion Systems, and Other Tall Structures; for a 250-foot lattice cell tower, located at 36832 S. Parks Highway, between Mile Post 103 & 104, (Tax ID# 25N05W15D002); within Township 24 North, Range 5 West, Section 15, Seward Meridian. Public Hearing: October 9, 2017. (*Applicant: Sherrie Greenshields of New Horizons Telecom, Inc., Staff: Sandra Swanger-Jensen*)

**B. INTRODUCTION FOR PUBLIC HEARING: LEGISLATIVE MATTERS**

1. **Resolution 17-42**, a resolution recommending Assembly approval of an ordinance amending MSB 1.45.100 Schedule of Fines for Infractions; changing references from misdemeanors to minor infractions within MSB Chapters 1.45, 3.15, 8.55, 17.23, and 17.62; and amending language within MSB 1.45 to match state statute and court rules. Public Hearing: October 9, 2017. (*Staff: Alex Strawn*)

Chair Vague read the consent agenda into the record.

Chair Vague inquired if there were any changes to the consent agenda.

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.)**

The following person spoke regarding concerns with the election process: Mr. Eugene Carl Haberman.

*(The meeting recessed at 6:08 p.m., and reconvened at 6:15 p.m.)*

**IX. PUBLIC HEARING: QUASI-JUDICIAL MATTERS** (*Public Hearings not to begin before 6:15 P.M.*)

*Commission members may not receive or engage in ex-parte contact with the applicant, other parties interested in the application, or members of the public concerning the application or issues presented in the application.*

- A. **Resolution 17-37**, a Conditional Use Permit (CUP) in accordance with MSB 17.60 – Conditional Uses; for the operation of a marijuana retail facility, located at 2893 S. Big Lake Road, Suite 1 (Tax ID# 1783B04L001); within Township 17 North, Range 3 West, Section 21, Seward Meridian. (*Applicant: Sara Williams on behalf of Green Spot, LLC, Staff: Mark Whisenhunt*)

Chair Vague read the resolution title into the record.

Chair Vague:

- read the memorandum regarding quasi-judicial actions into the record;
- queried commissioners to determine if any of them have a financial interest in the proposed Conditional Use Permit (CUP);
- have had any ex parte contact with the applicant, members of the public, or interested parties in the proposed CUP; and
- if all commissioners are able to be impartial in a decision.

Mr. Whisenhunt provided a staff report:

- staff recommended approval of the resolution with conditions.

Commissioners questioned staff regarding:

- clarification of the borough process for removing its protest of the proposed license prior to the state issuing its final approval; and
- can Planning Commissioners be held responsible if an injury occurs as the result of the commission approving a permit.

Chair Vague invited the applicant or their representative to provide an overview of their application.

Ms. Sara Williams, on behalf of Robert and Joanne Jillson, provided an overview of their application.

Commissioners questioned the applicants regarding:

- concerns with putting non-domestic waste water into a private septic system; and
- clarification of the process to prevent diversion through the consumption of waste product.

Chair Vague opened the public hearing.

The following persons spoke in favor of Resolution 17-37: Mr. Troy Foley and Mr. Steve Kretschek.

The following person spoke regarding concerns with public process: Mr. Eugene Carl Haberman.

Chair Vague invited the applicant or their representative to respond to questions and statements from the audience.

Ms. Williams responded to questions and statements from the audience.

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

**MOTION:** Commissioner Healy moved to approve Resolution 17-37. The motion was seconded.

Commissioner Healy spoke in favor of the resolution.

VOTE: The main motion passed without objection.

- B. **Resolution 17-38**, a Conditional Use Permit (CUP) in accordance with MSB 17.60 – Conditional Uses; for the operation of a marijuana cultivation facility, located at 2301 S. Knik-Goose Bay Road, Suite 1 (Tax ID# 1005000L00W-1); within Township 17 North, Range 1 West, Section 17, Seward Meridian. (*Applicant: Kerby Coman dba Green Degree, Staff: Mark Whisenhunt*)

Chair Vague read the resolution title into the record.

Chair Vague:

- read the memorandum regarding quasi-judicial actions into the record;
- queried commissioners to determine if any of them have a financial interest in the proposed Conditional Use Permit (CUP);
- have had any ex parte contact with the applicant, members of the public, or interested parties in the proposed CUP; and
- if all commissioners are able to be impartial in a decision.

Mr. Whisenhunt provided a staff report:

- staff recommended approval of the resolution with conditions.

Commissioners questioned staff regarding:

- whether there will continually be plants on site;
- whether the applicant will have to go back to the state if they decide to change their application;
- clarification of the exemption process for a limited cultivation facility per parcel;
- whether the facility is setback far enough from the church;
- clarification of why this limited cultivation facility is applying for a CUP when it isn't required;
- background on the shared access for this facility and the church;
- whether the state has regulations for marijuana related facilities and churches;
- clarification that the borough does not have setbacks regulations for marijuana related facilities and churches; and
- what happens if the City of Wasilla annexes this property into the city in the future.

Chair Vague invited the applicant or their representative to provide an overview of their application.

Mr. Kerby Coman, applicant, provided an overview of his application.

Chair Vague opened the public hearing.

The following persons spoke in favor of Resolution 17-38: Mr. Troy Foley and Mr. Steve Kretschek.

The following persons spoke in opposition of Resolution 17-38: Mr. Jason Daughtry, Mr. Adrian Ortiz, and Mr. Kevin Thompson.

The following person spoke regarding concerns with public process: Mr. Eugene Carl Haberman.

Chair Vague invited the applicant to respond to questions and statements from the audience.

Mr. Coman responded to questions and statements from the audience.

Chair Vague invited staff to respond to questions and statements from the audience.

Mr. Whisenhunt responded to questions and statements from the audience.

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

**MOTION:** Commissioner Anderson moved to approve Resolution 17-38. The motion was seconded.

Commissioners Anderson, Rauchenstein, Glashan, and Healy spoke in favor of the resolution.

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

*(The meeting recessed at 7:52 p.m., and reconvened at 8:00 p.m.)*

C. **Resolution 17-39**, a Conditional Use Permit (CUP) in accordance with MSB 17.60 – Conditional Uses; allowing an amendment to the operation of a marijuana retail facility, located at 1150 N. Helen Lane (Tax ID# 1068000L020); within Township 17 North, Range 1 West, Section 2, Seward Meridian. (*Applicant: Peter Zell dba Bad Gramm3r, Staff: Mark Whisenhunt*)

Chair Vague requested that Commissioner Anderson assume the powers of the Chair.

*(Vice Chair Anderson assumed the powers of the Chair.)*

Vice Chair Anderson read the resolution title into the record.

Vice Chair Anderson:

- read the memorandum regarding quasi-judicial actions into the record;
- queried commissioners to determine if any of them have a financial interest in the proposed Conditional Use Permit (CUP);
- have had any ex parte contact with the applicant, members of the public, or interested parties in the proposed CUP; and
- if all commissioners are able to be impartial in a decision.

Commissioner Vague:

- stated that she had previously recused herself from the initial application;

- opined that she cannot be impartial in this case; and
- is recusing herself from participating with this amendment request.

There was no objection noted.

*(Commissioner Vague exited the meeting at 8:02 p.m.)*

Mr. Whisenhunt provided a staff report:

- staff recommended approval of the resolution with conditions.

Commissioners questioned staff regarding when a fence will be required to be installed if the amendment to the permit is not granted.

Vice Chair Anderson invited the applicant or their representative to provide an overview of their application.

Mr. Peter Zell, applicant, stated that he has nothing further to add and will be happy to answer any questions.

Commissioners questioned the applicant regarding:

- clarification of why Mr. Zell changed his mind after stating that he will install a fence in order to provide a more robust barrier between his property and the neighbors;
- the cost of installing a fence; and
- whether there have there been any complaints about this business since it's opening.

Vice Chair Anderson opened the public hearing.

The following person spoke regarding concerns with public process: Mr. Eugene Carl Haberman.

Vice Chair Anderson invited the applicant to respond to questions and statements from the audience.

Mr. Zell stated that he had nothing further to add.

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

**MOTION:** Commissioner Healy moved to approve Resolution 17-39. The motion was seconded.

Discussion ensued regarding:

- the applicant's initial willingness to install a fence in order to provide a more robust barrier between his business and his neighbors;
- the initial application did not characterize the need for a fence for security reasons; and
- acknowledgment that a fence is not a requirement for this type of permit.

Commissioner Healy spoke in favor of approving the resolution.

Commissioner Anderson spoke in opposition to approving the resolution.

VOTE: The main motion passed with Commissioner Anderson in opposition.

*(The meeting recessed at 8:30 p.m., and reconvened at 8:32 p.m.)*

*(Commissioner Vague re-entered the meeting at 8:32 p.m., and resumed the powers of the Chair.)*

**X. PUBLIC HEARING LEGISLATIVE MATTERS**

A. **Resolution 17-40**, a resolution recommending Assembly adoption of the Long Range Transportation Plan. *(Staff: Jessica Smith)*

Chair Vague read the resolution title into the record.

Ms. Jessica Smith provided a staff report:

- staff recommended approval of the resolution.

Commissioners questioned staff regarding:

- clarification of the process for performance measures;
- why the Point MacKenzie dock repair is not on the list;
- the cost of operations and maintenance for some of the more complicated road projects such as the Bogard Road Extension; and
- clarification of why some of the projects that were on previous lists are no longer on the list.

Chair Vague opened the public hearing.

The following person spoke regarding concerns with public process: Mr. Eugene Carl Haberman.

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

MOTION: Commissioner Glashan moved to approve Resolution 17-40. The motion was seconded.

Commissioners Glashan, Anderson, and Vague spoke in favor of the resolution.

VOTE: The main motion passed without objection.

B. **Resolution 17-41**, a resolution recommending Assembly adoption of the Regional Aviation System Plan. *(Staff: Christopher Cole)*

Chair Vague:

- stated that the last item on the agenda is missing approximately 40 pages of information;
- noted that the commission will not be able to make a decision this evening;

- queried the commission if they wanted to open the public hearing and continue it, or postpone the item until the next meeting.

Commissioner Glashan suggested that the commission postpone the item until the next meeting rather than opening the public hearing at this meeting and continuing it until the next meeting.

There was no objection noted.

**MOTION:** Commissioner Glashan moved to postpone Resolution 17-41 until October 9, 2017. The motion was seconded.

**VOTE:** The motion to postpone passed without objection.

#### **XI. CORRESPONDENCE AND INFORMATION**

*(There was no correspondence and information.)*

#### **XII. UNFINISHED BUSINESS**

*(There was no unfinished business.)*

#### **XIII. NEW BUSINESS**

*(There was no new business.)*

#### **XIV. COMMISSION BUSINESS**

##### **A. Chromebook Update – Stafford Glashan**

Commissioner Glashan:

- stated that he has been testing a Chrome Book for the clerk;
- the Chrome Book operates like a laptop or a tablet and uses a touch screen;
- he reviews the entire packet on the device and is able to make edits and comments;
- he has internet access and is able to review borough and state code throughout the meeting;
- in the past he has reviewed the packet on his computer;
- noted that with the Chrome Book, he can review the packet, make notes, and have everything in front of him for the meeting;
- the packet is bookmarked which allows for easy navigation throughout the document;
- the only drawback is to carefully turn the device to view landscape pages; and
- opined that this device has worked well for him;

##### **B. Upcoming Planning Commission Agenda Items**

Ms. Smith provided a brief update on projects that will be coming before the Planning Commission.

**XV. DIRECTOR AND COMMISSIONER COMMENTS**

Ms. Smith:

- stated that staff kept numbers on every meeting that they held during their "road shows" for the LRTP, and they were all well attended;
- noted that the cities do not pass resolutions supporting plans such as the LRTP because they have their own planning powers; and
- thanked the commission for their support of the LRTP acknowledging that this is a pivotal part of their job.

Commissioner Chesbro:

- appreciates the encouragement to use the Chrome Book; and
- opined that this packet is a really good indicator that it is time to make that change.

Commissioner Elder:

- stated that he has been with the PC for six months now;
- noted that the people voted to adopt a wide tolerance for marijuana and yet there is still tremendous opposition to it;
- opined that "not in my back yard" really does come into play when it's your back yard; and
- suggested that people need to become more proactive in the process at the voter level, and maybe some of this might not have as much of a sting to it.

Commissioner Anderson:

- thanked staff for all of the hard work on the staff reports and putting the packet together;
- concerned that the commission set a precedent in approving an amendment to a CUP a short time after approving the CUP based on information provided in the application;
- concerned that applicants will be granted permits and then come back a short time later stating that they really don't want to do something required by a condition;
- the commission tries to make the right decision in the first place;
- suggested that this process should be handled like a variance where there would be specific reasons why the applicant can have a condition changed; and
- opined that the commissions hands are tied in these cases.

Chair Vague:

- opined that the commission does a good job setting conditions for CUP's;
- concerned that applicants can come back later and say they don't want one or more of the conditions;
- there are reasons that conditions are set and to turn around and nullify them sets a bad precedent; and
- acknowledged the amount of work that goes into these applications and thanked staff.

**XVI. ADJOURNMENT**

The regular meeting adjourned at 9:08 p.m.



\_\_\_\_\_  
COLLEEN VAGUR, Planning Commission  
Chair

ATTEST:



\_\_\_\_\_  
MARY BRODIGAN, Planning Commission  
Clerk

*Minutes approved: October 9, 2017.*

The regular meeting of the Matanuska-Susitna Borough Planning Commission was held on October 9, 2017, 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 Colleen Vague.

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

Planning Commission members present and establishing a quorum:

- Ms. Mary Anderson, Assembly District #1
- Mr. Thomas Healy, Assembly District #2
- Ms. Colleen Vague, Assembly District #4, Chair
- Mr. Chris Elder, Assembly District #5
- Mr. Stafford Glashan, Assembly District #6

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Planning Commission members absent and excused were:

- Ms. Patricia Chesbro, Assembly District #3
- Mr. Vern Rauchenstein, Assembly District #7

Staff in attendance:

- Mr. Alex Strawn, Development Services Manager
- Ms. Shannon Bodolay, Assistant Borough Attorney
- Mr. Christopher Cole, Planner II
- Ms. Sandra Swanger-Jensen, Planner II
- Ms. Mary Brodigan, Planning Commission Clerk

**II. APPROVAL OF AGENDA**

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

GENERAL CONSENT: The agenda was approved without objection.

**III. PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Mr. Christopher Cole, a member of staff.

**IV. CONSENT AGENDA**

**A. Minutes**

- 1. September 18, 2017, regular meeting minutes

**A. INTRODUCTION FOR PUBLIC HEARING: QUASI-JUDICIAL MATTERS**

- 1. **Resolution 17-49**, a request for a variance under MSB 17.65, Variance; for an exception to the 75-foot shoreline setback requirement to allow an existing cabin to remain 37.1 feet from the ordinary high water mark of Willow Creek and an exception to the 25-foot right-of-way setback requirement to allow the cabin to remain 2.1 feet from W. Willow Fishhook Road; (Tax ID 19N04W01B006); Lot B6, within Township 19 North, Range 4 West,

Section 1, Seward Meridian, located at 19805 W. Willow Fishhook Road. Public Hearing: October 23, 2017. (*Applicant: Randy Friday, Staff: Sandra Swanger-Jensen*)

**B. INTRODUCTION FOR PUBLIC HEARING: LEGISLATIVE MATTERS**

1. **Resolution 17-51**, recommending Assembly approval of changes to Title 43, Subdivisions, concerning flag lots. Public Hearing: October 23, 2017. (*Staff: Eileen Probasco*)
2. **Resolution 17-53**, recommending Assembly adoption of the Chase Comprehensive Plan. Public Hearing: October 23, 2017. (*Staff: Taunnie Boothby*)

Chair Vague read the consent agenda into the record.

Chair Vague inquired if there were any changes to the consent agenda.

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.)**

*(There were no persons to be heard.)*

*(The meeting recessed at 6:04 p.m., and reconvened at 6:15 p.m.)*

**IX. PUBLIC HEARING: QUASI-JUDICIAL MATTERS** (*Public Hearings not to begin before 6:15 P.M.*)

*Commission members may not receive or engage in ex-parte contact with the applicant, other parties interested in the application, or members of the public concerning the application or issues presented in the application.*

- A. **Resolution 17-43**, a Conditional Use Permit (CUP) in accordance with MSB 17.67 Tall Structures Including Telecommunication Facilities, Wind Energy Conversion Systems, and Other Tall Structures; for a 250-foot lattice cell tower, located at 36832 S. Parks Highway, between Mile Post 103 & 104, (Tax ID# 25N05W15D002); within Township 24 North, Range 5 West, Section 15, Seward Meridian. (*Applicant: Sherrie Greenshields of New Horizons Telecom, Inc., Staff: Sandra Swanger-Jensen*)

Chair Vague read the resolution title into the record.

Chair Vague:

- read the memorandum regarding quasi-judicial actions into the record;
- queried commissioners to determine if any of them have a financial interest in the proposed Conditional Use Permit (CUP);
- have had any ex parte contact with the applicant, members of the public, or interested parties in the proposed CUP; and
- if all commissioners are able to be impartial in a decision.

Ms. Sandra Swanger-Jensen provided a staff report:

- staff recommended approval of the resolution with conditions.

Chair Vague invited the applicant or their representative to provide an overview of their application.

Ms. Sherrie Greenshields, New Horizon Telecom, and Ms. Tierney Rowe, Director of Tower Development, Western Region, provided an overview of their application.

Commissioners questioned the applicants regarding:

- whether other locations were considered;
- clarification of the process for visual concerns;
- the size of the balloon used for the visual test;
- the height of the trees on the site;
- whether the borough will be paid a lease fee for renting the property;
- does the borough pay taxes to itself;
- could the tower be moved a short distance away to preserve the homeowners view; and
- clarification of whether the balloon was flown much closer to the home owner's property than where the tower will be located.

Ms. Rowe responded to questions from staff.

Chair Vague opened the public hearing.

There were no persons to be heard.

There being no persons to be heard, Chair Vague closed the public hearing and discussion moved to the Planning Commission.

**MOTION:** Commissioner Healy moved to approve Resolution 17-43. The motion was seconded.

Commissioner Healy spoke in favor of the resolution.

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

**X. PUBLIC HEARING LEGISLATIVE MATTERS**

- A. **Resolution 17-41**, a resolution recommending Assembly adoption of the Regional Aviation System Plan. Postponed from September 18, 2017. (*Staff: Christopher Cole*)

Chair Vague read the resolution title into the record.

Mr. Christopher Cole provided a staff report:

- staff recommended approval of the resolution.

Chair Vague opened the public hearing.

There being no persons to be heard, Chair Vague closed the public hearing and discussion moved to the Planning Commission.

**MOTION:** Commissioner Glashan moved to approve Resolution 17-41. The motion was seconded.

Commissioner Glashan spoke in favor of the resolution.

Commissioner Healy:

- questioned where this plan will go once approved;
- noted that some of the preferred locations for a floatplane base are two miles from any roads;
- stated the amount of money for this development is staggering;
- opined that it is unrealistic to think that the borough will be able build this project;
- noted that most of the public comments indicated that people would like to have their floatplanes located near storage;
- the state will not be able to provide funding; and
- opined that this plan is unrealistic, seriously flawed, and dead on arrival.

Commissioner Anderson:

- seconded the concerns of Commissioner Healy;
- stated that this reminds her of the Port; and
- questioned where the borough will get the money.

Commissioner Glashan:

- acknowledged the challenges and noted that the project was begun under different economic conditions;
- this is a long range planning document much like the Long Range Transportation Plan (LRTP);
- stated that he views this as a planning document to let people know that someday, if these predictions hold, an airport may be built in that location;
- suggested that the borough should have the land set aside before it gets sold or used for something else;
- noted that approving this document would not encumber the borough to put out any money at this time; and

- opined that the Assembly is smart enough to know that throwing money at this project at this time would probably not sit well with the public.

Chair Vague:

- questioned what approving the RASP will do;
- stated that this reminds her of the ferry;
- will it be used as a planning document or will it be used to move ahead;
- noted that airplane owners do not want these locations;
- stated that for these reasons she does not support this plan;
- suggested that other options should be considered; and
- opined that in this current economic climate, the public will see this as another ferry.

**MOTION:** Commissioner Healy moved a primary amendment to the NOW, THEREFORE, BE IT RESOLVED statement to read: "the Planning Commission has concerns regarding the feasibility of the preferred option and recommends that the borough not pursue that option until it is economically feasible." The motion was seconded.

**MOTION:** Commissioner Glashan moved a secondary amendment to the NOW, THEREFORE, BE IT RESOLVED statement by replacing "feasibility of the preferred option" with "implementation of the plan" and replace "pursue that option" with "pursue implementation." The motion was seconded.

**VOTE:** The secondary amendment passed without objection.

**VOTE:** The primary amendment passed without objection

**VOTE:** The main motion failed as amended with Commissioners Stafford, Elder, and Healy in favor.

Discussion ensued regarding whether to ask staff to draft a resolution for the next meeting communicating why they recommend that the Assembly not adopt the RASP or for the Commission to draft a resolution on the floor.

Mr. Strawn stated that he could quickly create a draft resolution for the Planning Commission to consider.

There was no objection noted.

*(The meeting recessed at 7:12 p.m., and reconvened at 7:20 p.m.)*

**Resolution 17-54**, a resolution recommending the Assembly not adopt the Regional Aviation System Plan into MSB 15.24.30.

**MOTION:** Commissioner Anderson moved to approved Resolution 17-54. The motion was seconded.

**MOTION:** Commissioner Glashan moved a primary amendment to the NOW, THEREFORE, BE IT RESOLVED statement by substituting "delay the adoption of" for "not adopt" and inserting "until such time that it is economically feasible" at the end of the last sentence. The motion was seconded.

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

**B. Resolution 17-42**, a resolution recommending Assembly approval of Ordinance Serial No. 17-103 amending MSB Chapter 1.45.100 Schedule of Fines for Infractions and Changing Reference from Misdemeanors to Minor Infractions. (*Staff: Alex Strawn*)

Chair Vague read the resolution title into the record.

Mr. Alex Strawn provided a staff report:

- staff recommended approval of the resolution.

Commissioners questioned staff regarding:

- whether a fine can be increased to \$1,000 when the highest fine is only \$500;
- clarification of whether the \$1,000 fine is a one-time fine or will the violator be charged \$1,000 per day;
- whether there is a description in MSB Code of how long a person has to pay and what other penalties or interest can be incurred;
- questioned if fines should be larger for serial violators that are running a business;
- the average cost to have a Code Compliance Officer investigate a potential violation; and
- whether it's worth it to send an officer out on all claims.

Chair Vague opened the public hearing.

There being no persons to be heard, Chair Vague closed the public hearing and discussion moved to the Planning Commission.

**MOTION:** Commissioner Glashan moved to approve Resolution 17-42. The motion was seconded.

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

## **XI. CORRESPONDENCE AND INFORMATION**

*(There was no correspondence and information.)*

## **XII. UNFINISHED BUSINESS**

*(There was no unfinished business.)*

## **XIII. NEW BUSINESS**

*(There was no new business.)*

**XIV. COMMISSION BUSINESS**

A. Approval of the 2018 Planning Commission Meeting Schedule

MOTION: Commissioner Anderson moved to approve the 2018 Planning Commission Meeting Schedule. The motion was seconded.

VOTE: The motion to approve the 2018 Planning Commission Meeting Schedule passed without objection.

B. Upcoming Planning Commission Agenda Items

Mr. Strawn provided a brief update on projects that will be coming before the Planning Commission.

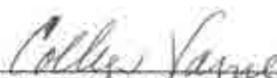
**XV. DIRECTOR AND COMMISSIONER COMMENTS**

Ms. Brodigan reminded the commission of the joint Assembly/Planning Commission meeting scheduled for Tuesday, October 24, 2017, at 6:00 p.m.

Commissioner Glashan stated that he may not be able to attend the regular PC meeting on the 23<sup>rd</sup> or the Joint Assembly/PC meeting on the 24<sup>th</sup>.

**XVI. ADJOURNMENT**

The regular meeting adjourned at 7:55 p.m.

  
\_\_\_\_\_  
COLLEEN VAGUE, Planning Commission  
Chair

ATTEST:

  
\_\_\_\_\_  
MARY BRODIGAN, Planning Commission  
Clerk

*Minutes approved: October 23, 2017*

RECEIVED

OCT 10 2017

By: S. Swanger-Jensen  
Introduced: August 18, 2017  
Public Hearing: October 9, 2017  
Action: Approved

**MATANUSKA-SUSITNA BOROUGH  
PLANNING COMMISSION RESOLUTION NO. 17-43**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION APPROVING A CONDITIONAL USE PERMIT (CUP) IN ACCORDANCE WITH MSB 17.67 - TALL STRUCTURES INCLUDING TELECOMMUNICATION FACILITIES, WIND ENERGY CONVERSION SYSTEMS (WECS), AND OTHER TALL STRUCTURES, FOR A 250-FOOT TALL TELECOMMUNICATION TOWER (AK101 SUNSHINE CREEK), LOCATED AT 36832 S. PARKS HIGHWAY, BETWEEN MILE POST 103 AND 104, TAX ID# 24N05W15D002; WITHIN TOWNSHIP 24 NORTH, RANGE 05 WEST, SECTION 15, SEWARD MERIDIAN.

WHEREAS, an application for a Conditional Use Permit was submitted by InSite Towers Development 2, LLC to construct a 250-foot tall lattice galvanized steel self-supporting telecommunication tower at 36832 S. Parks Highway, between Mile Post 103 and 104, (Tax ID# 24N05W15D002); within Township 24 North, Range 05 West, Section 15, Seward Meridian; and

WHEREAS, it is the purpose of MSB Chapter 17.67 to establish regulations for the siting of telecommunication facilities, WECS, and other tall structures; and

WHEREAS, it is the intent of MSB 17.67 to enable the orderly build-out of wireless telecommunication infrastructure, WECS, and other tall structures while promoting the health, safety, and general welfare of the public; and

WHEREAS, the Planning Commission has reviewed this

application, associated materials, and the staff report, with respect to standards set forth in MSB 17.67; and

WHEREAS, the proposed 250-foot tall lattice galvanized steel self-supporting telecommunication tower requires a conditional use permit; and

WHEREAS, the subject parcel is not within a borough special land use district; and

WHEREAS, the application agent held a public meeting on May 16, 2017, at the Talkeetna Public Library to address public concerns of the proposed cell tower; and

WHEREAS, a public hearing notice was mailed on April 27, 2017, to property owners within one-half mile from the subject property boundary line, including the Susitna Community Council; and

WHEREAS, the notification included a legal description and map of the parcel, a description of the proposed development, the date, time, and location of the informational meeting, contact name, telephone number, and address of the applicant, and comment form created by the borough with a deadline to submit comments and submittal options; and

WHEREAS, exhibit F of the application material contains a copy of a notification letter, mailing list, certified mail document, meeting sign in sheet, and meeting summary; and

WHEREAS, exhibit G of the application material contains a

summary page & written public comments; and

WHEREAS, exhibit C of the application material illustrates a balloon test for visual appearance was conducted using a paracord of 250-feet in height with a seven-foot balloon attached located at the proposed tower site; and

WHEREAS, the balloon test conducted from the proposed tower site was visible from eight areas:

- Edge of the Parks Highway facing into the parcel access trail.
- From the north side of the Susitna Bridge.
- South side of the Susitna Bridge.
- Driveway of the adjacent lot directly north of the MSB parcel.
- From Koula Street and Parks Highway.
- At 0.3 miles south of Koula and Parks Highway.
- From MSB parcel ID# 86150.
- From parcel ID# 64497 (Note, wind was blowing, therefore, not at full height.); and

WHEREAS, the balloon test conducted from the proposed tower site was not visible from four areas:

- State of Alaska recreation parking area located south of Susitna Bridge on the west side of the Parks Highway.

- Approximately 0.2 miles south of Koula and Parks Highway intersection.
- At 0.5 miles south of Koula and Parks Highway.
- Pull out before milepost 103 (approx. 102.5); and

WHEREAS, the site plan illustrates the telecommunication tower site is located 339-feet away from S. Parks Highway right-of-way line; and

WHEREAS, the site plan illustrates the telecommunication tower site is located 330-feet from the west boundary line that abuts two privately owned parcels; and

WHEREAS, the telecommunication tower site is located on the highest ground elevation on the subject parcel in the northwest corner between 360 to 364-feet above mean sea level; and

WHEREAS, the ground elevation of the S. Parks Highway lying north of the subject parcel is 350-feet; and

WHEREAS, the site plan illustrates a 150-foot scenic buffer on the northern portion of the subject parcel boundary line abutting the S. Parks Highway; and

WHEREAS, the telecommunication tower site location will fill the network gap in cellular and wireless broadband service coverage; and

WHEREAS, access to the subject parcel is "dog-legged" across the parcel to the 50-foot wide section line easement on the eastern boundary line up to the S. Parks Highway to reduce

the direct line of sight to the telecommunication facility; and

WHEREAS, the Federal Aviation Administration requires towers over 200-feet tall to be marked and lit in accordance with Advisory Circular 70/7460-1 L, Change 1 to ensure the safety of air navigation; and

WHEREAS, the topography of the S. Parks Highway in relation to the tower site, combined with the height of the surrounding trees, will help conceal the telecommunication tower from the highway and surrounding properties; and

WHEREAS, the Matanuska-Susitna Borough Trail Plan does not identify any trails within the public hearing notice one-half mile perimeter from the subject parcel boundary lines; and

WHEREAS, located on the west side of the Susitna River is Amber Lake Trail #64, and Rabideux Trail #208 approximately 1.2 miles away as the crow flies; and

WHEREAS, the MSB database did not identify any public parks within the public hearing notice one-half mile perimeter from the subject parcel boundary lines; and

WHEREAS, a computer model using topography and surface interference data has been provided for proposed tower heights at 150-feet, 200-feet, and 250-feet to identify the best locations for the selected tower site; and

WHEREAS, co-locating on existing telecommunication towers was considered, but determined the available spaces on existing

towers did not provide coverage for the identified gaps in service; and

WHEREAS, the borough database of registered airports and landing strips indicate there are no existing airports or airstrips within one-half mile of the subject parcel; and

WHEREAS, the Federal Aviation Administration DETERMINATION OF NO HAZARD TO AIR NAVIGATION issued on June 5, 2017, determined the proposed tall structure will not be hazardous to air navigation; and

WHEREAS, the telecommunication tower to be constructed will be within a designated 100-foot by 100-foot leased area surrounded by a six-foot tall chain link fence with a locked gate all topped with three strands of barb wire for a total height of seven-feet; and

WHEREAS, the telecommunication tower is engineered in accordance with all state and federal regulations; and

WHEREAS, the overall site plan illustrates the telecommunication tower conforms to the Electronic Industries Alliance/Telecommunication Industries Association's (TIA) EIA/TIA-222G structure standards; and

WHEREAS, the telecommunication tower and transmission equipment will operate within radio frequency levels deemed safe by the Federal Communications Commission; and

WHEREAS, the designated proposed equipment compound area has a setback of 339-feet from the north boundary line abutting the S. Parks Highway, 330-feet from the west boundary line, and 565-feet from the south boundary line and 892-feet from the east boundary line. MSB 17.55.010(A) requires a 25-foot setback from the right-of-way line of any public right-of-way; therefore, the proposed tower site conforms to MSB 17.55; and

WHEREAS, the overall site plan illustrates the base of the telecommunication tower has a setback of approximately 375-feet from the S. Parks Highway right-of-way boundary line, 366-feet from the west boundary line, 601-feet from the south boundary line, and 878-feet from the 50-foot wide section line easement boundary line adjacent to the subject parcel east boundary line; and

WHEREAS, the 50-foot wide section line easement is currently undeveloped and a portion of the section line easement will be developed for access to the telecommunication compound area; and

WHEREAS, there are no structures or developed roads within the fall radius of the telecommunication tower; and

WHEREAS, the telecommunication tower site will have two parking spaces provided; and

WHEREAS, signs will be posted that contain: a contact number, owner information, federal antenna structure

registration number, and a "No Trespassing" notice; and

WHEREAS, the telecommunication tower will require 240 volts to operate, and a "HIGH VOLTAGE-DANGEROUS" sign will be located at the base of the facility as required; and

WHEREAS, the telecommunication tower site will have posted a 24-hour emergency contact number and the owner information.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby adopts the aforementioned findings of fact and makes the following conclusions of law supporting approval of Planning Commission Resolution 17-33:

1. The development is consistent with the Matanuska-Susitna Borough Comprehensive Development Plan, Susitna Community Comprehensive Plan, and Matanuska-Susitna Borough Economic Development Strategic Plan; and
2. The telecommunication tower use meets the criteria to qualify for a conditional use permit to construct a 250-foot tall lattice galvanized steel self-supporting telecommunication tower (MSB 17.67.040(A)(2)); and
3. The application agent has met the pre-application requirements for the proposed telecommunication tower that requires a conditional use permit (MSB 17.67.050); and
4. The telecommunication tower site is such that its

- negative effects on the visual and scenic resources of all surrounding properties have been minimized (MSB 17.67.080(B)(1)); and
5. The visibility of the telecommunication tower from any public parks and trails have been minimized (MSB 17.67.080(B)(2)); and
  6. The telecommunication tower will not interfere with the approaches to any existing airports or airfields that are identified in the borough's Regional Aviation System Plan or by the Alaska State Aviation System Plan (MSB 17.67.080(B)(3)); and
  7. The telecommunication tower will not be harmful to the public health, safety, convenience, and welfare (MSB 17.67.080(B)(4)); and
  8. The telecommunication tower use meets the minimum setback from all the property lines in accordance with MSB 17.55 (MSB 17.67.090(A)(1)); and
  9. The applicant agent has demonstrated that the tower base is a distance equal to or greater than the height of the tower (MSB 17.67.090(A)(2)); and
  10. Adequate vehicle parking has been provided (MSB 17.67.090(B)(1)); and
  11. Adequate signage will be provided (MSB 17.67.090(C)(1)(a)); and

12. A "HIGH VOLTAGE-DANGEROUS" sign will be provided (MSB 17.67.090(C)(1)(b)); and
13. A 24-hour emergency contact number and owner information will be posted at telecommunication facility (MSB 17.67.090(C)(1)(c)); and
14. A chain link fence no less than six-feet tall with a locked gate topped with barb wire for a total height of seven-feet surrounding the telecommunication site will be installed (MSB 17.67.090(C)(2)).

BE IT FURTHER RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby finds this application does meet the standards of MSB 17.67 and does hereby approve the conditional use permit for the construction of a 250-foot tall lattice galvanized steel self-supporting telecommunication tower with the following conditions:

1. The installation and operation of the 250-foot tall telecommunication tower known as AK101 Sunshine Creek shall comply with all applicable federal regulations, state statutes, and Borough codes.
2. Prior to commencement of any work on the leased parcel, a State of Alaska driveway permit shall be obtained to construct an access approach from the S. Parks Highway.
3. All aspects of the operation shall comply with the

description detailed in the application material and with the conditions of this conditional use permit. An amendment to the conditional use permit shall be required prior to any expansion of the conditional use.

4. Authorized representative of the borough shall be allowed to inspect the site and related records at reasonable times for the purpose of monitoring compliance with all permit conditions. The permittee shall assist and cooperate with authorized inspections upon reasonable notice from the borough (MSB 17.67.300(D)).
5. If the facility is no longer in operation for a continuous 12-month period, the tower shall be removed at the owner's expense within 90-days after abandonment (MSB 17.67.130).
6. The six-foot tall chain link fence with a locked gate all topped with three strands of barb wire for a total height of seven-feet shall be installed and maintained in good condition. The fence shall surround the base of the telecommunication tower and support equipment as illustrated on the certified overall site plan dated September 6, 2017.
7. The telecommunication facility shall conform to the

standards as described in MSB 17.67.090(C).

ADOPTED by the Matanuska-Susitna Borough Planning Commission this 9<sup>th</sup> day of October, 2017.

  
COLLEEN VAGUE, Chair

ATTEST

  
MARY BRODIGAN, Planning Clerk

(SEAL)

YES: *Vague, Anderson, Healy, Elder, and Glasha*  
NO:

RECEIVED

OCT 24 2017

CLERKS OFFICE

By: S. Swanger-Jensen  
Introduced: October 9, 2017  
Public Hearing: October 23, 2017  
Action: Approved

**MATANUSKA-SUSITNA BOROUGH  
PLANNING COMMISSION RESOLUTION NO. 17-49**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION APPROVING A VARIANCE TO THE WATERBODY SETBACK AND RIGHT-OF-WAY SETBACK FOR AN EXISTING CABIN ON LOT B6, FRIDAY HOMESTEAD MASTER PLAN; PALMER RECORDING DISTRICT; WITHIN TOWNSHIP 19 NORTH, RANGE 4 WEST, SECTION 1, SEWARD MERIDIAN.

WHEREAS, an application for a variance from the setback requirement of MSB 17.55.010(A) and 17.55.020(A) has been received to allow a cabin to be located within 37.1-feet from the high water mark of Willow Creek, 2.1-feet from W. Willow Fishhook Road for Lot B6, Friday Homestead Master Plan; within Township 19 North, Range 4 West, Section 1, Seward Meridian; and

WHEREAS, the Planning Commission conducted a public hearing on October 23, 2017 on this matter; and

WHEREAS, the Planning Commission reviewed the application, associated materials, and the staff report containing findings of fact and conclusions of law; and

WHEREAS, the existing cabin is situated on a small piece of land on the east boundary line of the subject parcel with a shoreline setback of 37.1-feet from the meander line of Willow Creek and 2.1-feet from W. Willow Fishhook Road located outside of the FEMA designated flood hazard area; and

WHEREAS, the subject parcel is elongated with the majority of the parcel located within a designated flood hazard area. FEMA has identified this flood hazard area as FIRM 6093, AE Zone, which means there is a greater than one percent chance in any given year that part of the platted area will be inundated by the base flood event; and

WHEREAS, based on the Borough's preliminary flood data, over 80 percent of the subject parcel is impacted by a regulatory floodway; and

WHEREAS, all portions of the parcel which are located outside of the floodway boundary are impacted by the 75-foot waterbody setback; and

WHEREAS, a comparison of 2011 and 2017 aerial imagery demonstrates that the meandering channel of Willow Creek has eroded the banks and shifted sediment deposits during that timeframe; and

WHEREAS, the applicant/owner occupies the existing cabin year-round cabin; and

WHEREAS, the subject structure is 760 square feet; and

WHEREAS, the subject structure is one-story in the front and two-stories in the back; and

WHEREAS, within Friday Homestead Master Plan and Friday Homestead Subdivision, 18 properties are developed with a structure or structures and are being enjoyed in a common use; and

WHEREAS, the structures in the surrounding area are primarily residential or recreational cabins; and

WHEREAS, the surrounding structures are a mix of single and two-story structures ranging from 168 to 1,708 square feet with an average of 850 square feet; and

WHEREAS, the subject structure is approximately 80-feet from the edge of W. Willow Fishhook Road; and

WHEREAS, there is a steep, treed embankment separating the structure from the road; and

WHEREAS, the structure is built outside of the special flood hazard area; and

WHEREAS, the bankline adjacent to the existing cabin has not eroded significantly since 2004; and

WHEREAS, the bankline adjacent to the existing cabin is on a straight stretch of the river, reducing the potential for erosion; and

WHEREAS, MSB 17.65 Variances was adopted to grant relief to property owners whose lots are impacted by topographic constraints and existing land use regulations thereby making the lot undevelopable; and

WHEREAS, the Willow Area Community Comprehensive Plan (2013) is intended as a guide for reducing losses, both human and economic, due to natural disasters; and

WHEREAS, the Matanuska-Susitna Borough Comprehensive Development Plan (update 2005) four related goals are as follows: (1) Protect and enhance the public safety, health, and welfare of Borough residents, (2) Protect and enhance the Borough's natural resources including watersheds, groundwater supplies, and air quality, (3) Protect natural systems and features from the potentially negative impacts of human activities, including, but not limited to, land development, and (4) Manage the natural and built environments to achieve minimal loss of the functions and values of all drainage basins; and, where possible, enhance and restore functions, values, and features. Retain lakes, ponds, wetlands, streams, and rivers and their corridors substantially in their natural condition; and

WHEREAS, the Matanuska-Susitna Borough Comprehensive Development Plan (update 2005) five related policies are as follows: (1) Provide for consistent, compatible, effective, and efficient development within the Borough, (2) Identify, monitor, protect, and enhance the quantity and quality of the Borough's watersheds, groundwater aquifers, and clean air resources, (3) Manage activities affecting air, vegetation, water, and the land to maintain or improve environmental quality, to preserve fish and wildlife habitat, to prevent degradation or loss of natural features and functions, and to minimize risks to life and property, (4) Use a watershed-based approach, apply best available science

in formulating regulations, incentives, and programs to maintain and, to the degree possible, improve the quality of the Borough's water resources, and (5) When appropriate, utilize Borough adopted "Best Management Practices" when managing watershed impacts; and

WHEREAS, the applicants seeking the variance did not own the subject parcel at the time the cabin was constructed in 1994 but acquired ownership through a Warranty Deed in August of 2001, at the time of purchase the subject parcel had a shoreline setback violation in accordance with MSB 17.55.020; and

WHEREAS, the applicants seeking the variance did not create the impacts of Willow Creek, special flood hazard areas, or the location of W. Willow Fishhook Road in relation to the subject parcel; and

WHEREAS, the property is unable to accommodate a structure that meets the setbacks requirements of MSB 17.55 while staying out of the regulatory floodway; and

WHEREAS, the subject parcel is unable to accommodate a structure without requiring a variance under MSB 17.65 since the parcel does not have a legal buildable area; and

WHEREAS, residential and recreational structures are allowed uses in this area; and

WHEREAS, the subject parcel is not in a Special Land Use District; and

WHEREAS, the variance is sought to enable the applicant to have use of the property as others in the surrounding area commonly enjoy; and

WHEREAS, the property does not have sufficient buildable area to accommodate a reasonable use and a variance is the only viable remedy.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby adopts the aforementioned findings of fact and makes the following conclusions of law supporting approval of Planning Commission Resolution 17-49:

1. There are unusual conditions or circumstances applicable to this property for which the variance is sought. The subject parcel is impacted by a flood hazard area and floodway covering the majority of the parcel, and is impacted by a right-of-way resulting in no buildable area outside of the 75-foot waterbody setbacks (MSB 17.65.020 (A) (1)).
2. Strict application of this chapter would deprive the applicant of a use commonly enjoyed by others in the surrounding area (MSB 17.65.020 (A) (2)).
3. Granting the variance will not be injurious to nearby property or harmful to the public welfare, as the existing cabin does not pose a risk to the traveling public, does not affect the flood conveyance of Willow

Creek, and has not recently been subject to significant erosion (MSB 17.65.020(A)(3)).

4. The granting of the variance will be in harmony with the objectives of this title, the Willow Area Community Comprehensive Plan and Matanuska Susitna Borough Comprehensive Development Plan (MSB 17.65.020(A)(4)).
5. Deviation from MSB 17.55 is necessary to permit reasonable use of the subject property due to the unusual impacts of the floodway and floodplain and a right-of-way as the existing cabin could not have been built in any other location on the subject parcel (MSB 17.65.020(A)(5)).
6. The person seeking the variance did not cause the existing setback violations (MSB 17.65.030(A)(1)).
7. The variance, if granted, will not permit a land use within a district in which a specific use is prohibited (MSB 17.65.030(A)(2)).
8. The variance is not being sought solely to relieve pecuniary hardship or inconvenience (MSB 17.65.030(A)(3)).

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ADOPTED by the Matanuska-Susitna Borough Planning Commission  
this 23<sup>rd</sup> day of October, 2017.

  
\_\_\_\_\_  
COLLEEN VAGUE, Chair

ATTEST

  
\_\_\_\_\_  
MARY BRODIGAN, Planning Clerk

(SEAL)

YES: *Vague, Anderson, Healy, Chesto, Elder, and  
Rauchenstein*  
NO:

RECEIVED

OCT 24 2017

CLERKS OFFICE

By: Eileen Probasco  
Introduced: October 9, 2017  
Public Hearing: October 23, 2017  
Action: Approved

**MATANUSKA-SUSITNA BOROUGH  
PLANNING COMMISSION RESOLUTION NO. 17-51**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION RECOMMENDING ASSEMBLY APPROVAL OF AMENDMENTS TO MSB TITLE 43 SUBDIVISIONS, CONCERNING FLAG LOTS.

WHEREAS, the planning commission adopted resolution 17-01 on March 6, 2017, supporting platting board recommended changes to Title 43 Subdivisions concerning Substantial items in the March 1, 2013 platting division staff memorandum; and

WHEREAS, at the time this action was taken, the platting board had not yet finalized their recommendations on Flag Lots; and

WHEREAS, at their June 6, 2017 regular meeting, the assembly postponed action on ordinance 17-033 and requested a joint meeting of the planning commission and the platting board to resolve differences in suggested changes to Title 43 Subdivisions; and

WHEREAS, the planning commission and the platting board held a joint meeting on July 31, 2017 to discuss the changes, and then conducted a public hearing, and the commission adopted Resolution 17-32, reflecting their conclusion on those changes, however, proposed changes to Flag Lots were still pending; and

WHEREAS, the platting board has finalized their recommended changes concerning Flag Lots, and wishes the commission to forward these changes to the assembly for inclusion into Ordinance 17-033.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby recommends the following amendments to Ordinance Serial Number 17-033:

Section 46. Adoption of subsection. MSB 43.20.300(E), Lot and Block Design, is hereby adopted as follows:

(E) Flag lots

(1) Flag lots are defined in MSB 43.05.005 and further defined as having a pole portion which is 100 feet wide or less.

(2) The pole portion of flag lots shall:

(a) not be included in the usable area calculations;

(b) not be included in the depth-to-width ratio;

(c) not exceed a length of 2,640 feet.

(3) Utility easements and utilities shall be located outside of the length of the flag pole portion of the lot;

(a) excepting where the flag pole is greater than 75 feet wide to accommodate utilities.

(4) When served by road access, multiple flag lots within the proposed subdivision with pole portions adjoining, shall:

(a) share a common access point to the road at the road right-of-way line;

(b) be overlaid with a public use easement over the width of the pole portion and extend into the flag portion an adequate distance to provide for a turnaround designed to Subdivision Construction Manual standards;

(i) applies to lots greater than 2.5 acres;

(c) be served by a public use easement created to provide sufficient access to subject parcels when a common access point is a requirement for subdividing.

(5) For flag lots containing 2.5 acres or less, the minimum pole portion width is:

(a) 30 feet where two or more pole portions are adjoining;

(b) 40 feet for a single pole portion;

(i) 45 feet if access is onto a cul-de-sac.

(6) For lots greater than 2.5 acres, the

minimum pole portion width is:

(a) 30 feet where two or more pole portions are adjoining;

(i) 45 feet if access is onto a cul-de-sac;

(b) 60 feet for a single pole portion.

(7) Flag lots are limited to 10 percent of the total number of lots for any subdivision of 60 or more lots, up to a maximum of 10 flag lots, and no more than six lots for a subdivision of less than 60 lots. The calculated amount shall be rounded to the greater number in case of a fraction of one-half or greater, and rounded to the lesser number in case of a fraction of less than one-half.

Section 47. Amendment of section. MSB 43.20.320, Frontage, is hereby amended as follows:

(A) Exclusive of flag lots, lots shall contain a minimum of 60 feet of frontage, unless located on a cul-de-sac, in which case the minimum frontage may be 45 feet.

(B) Frontage for flag lots is pursuant to MSB 43.20.300(E).

Section 48. Amendment of section. MSB 43.35.340, Lot Dimensions, is hereby amended as follows:

(A) Exclusive of flag lots, lots adjacent to a watercourse or body of water shall be a minimum of 125 feet in width at the waterline, as measured directly between property corners at the waterline, or a minimum of 85 feet in width if community sewerage is provided to the lot.

(B) For flag lots where water is the only legal access, water body frontage is pursuant to 43.20.300 (E).

ADOPTED by the Matanuska-Susitna Borough Planning Commission this 23<sup>rd</sup> day of October 2017.

  
\_\_\_\_\_  
COLLEEN VAGUE, Chair

ATTEST

  
\_\_\_\_\_  
MARY BRODIGAN, Planning Clerk

(SEAL)

YES: *Vague, Anderson, Merly, Chestro, Elder, and Raucherstein*

NO:

RECEIVED

OCT 13 2017

CLERKS OFFICE

By: Christopher Cole  
Introduced:  
Public Hearing: October 9, 2017  
Action: Approved

**MATANUSKA-SUSITNA BOROUGH  
PLANNING COMMISSION RESOLUTION NO. 17-54**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION RECOMMENDING THE ASSEMBLY NOT ADOPT THE REGIONAL AVIATION SYSTEM PLAN INTO MSB 15.24.030.

WHEREAS, the Matanuska-Susitna Regional Aviation System Plan and Airport Study, Phase II is a continuation and implementation of the recommendations found in the Matanuska-Susitna Regional Aviation System Plan and Airport Study, Phase I, adopted 2008 into MSB 15.24.030 (B) (24); and

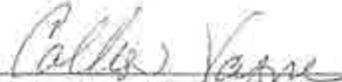
WHEREAS, the Planning Commission held a public hearing on a resolution recommending approval of adoption of the plan; and

WHEREAS, the Planning Commission did not garner the necessary votes to approve a resolution recommending adoption of the plan; and

WHEREAS, the Planning Commission has concerns regarding the economic feasibility of the options within the plan.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby recommends the Assembly delay the adoption of the Matanuska-Susitna Borough Regional Aviation System Plan Study, Phase II into MSB 15.24.030 until such time that it is economically feasible.

ADOPTED by the Matanuska-Susitna Borough Planning  
Commission this 9<sup>th</sup> day of October, 2017.

  
\_\_\_\_\_  
COLLEEN VAGUE, Chair

ATTEST

  
\_\_\_\_\_  
MARY BRODIGAN, Planning Clerk  
(SEAL)

PASSED UNANIMOUSLY: Vague, Anderson, Healy, Elder, and Glashan

The regular meeting of the Matanuska-Susitna Borough Platting Board was held on September 17, 2017, 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 Vice Chair Jordan Rausa.

**1. CALL TO ORDER**

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

Platting Board members present and establishing a quorum:

- Mr. LaMarr Anderson, District #2
- Mr. Gregory Pugh, District #3
- Mr. Jordan Rausa, District #4 (Vice Chair)
- Mr. Dennis Vau Dell, District #5
- Mr. Marty Van Diest, Alternate 1

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Platting Board member excused or absent:

- Mr. Jay Van Diest, District #1 (Chair) - Excused
- Mr. Patrick Johnson, District #6 - Excused

Staff in attendance:

- Mr. Fred Wagner, Platting Officer
- Ms. VickieLee Fenster, Acting Administrative Specialist
- Ms. Amy Otto-Buchanan, Platting Technician

**B. THE PLEDGE OF ALLEGIANCE**

- The pledge of allegiance was led by LaMarr Anderson.

**C. APPROVAL OF THE AGENDA**

Vice Chair Jordan Rausa inquired if there were any changes to the agenda.

GENERAL CONSENT: The agenda was approved without objection.

**2. APPROVAL OF MINUTES**

None

**3. UNFINISHED BUSINESS**

None

**4. PUBLIC HEARINGS**

**A. NORTH STAR ESTATES**

Vice Chair Jordan Rausa read the case description into the record.

VickieLee Fenster, Administrative Specialist, provided the mailing report.

- Stated that 107 public hearing notices were mailed out on August 16, 2017.

Amy Otto-Buchanan, Platting Technician, provided a staff report:

- Gave an overview of the case, #2017-087/088.

Vice Chair Jordan Rausa

- 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.

Archie Giddings (Petitioner's Representative)

- Explained the actions being done on the property.
- Agrees with all the recommendations.

**MOTION:**

- Anderson moved to approve the partial vacation of S. Wasilla Street and the vacation of the 20' wide alleyways, and the preliminary plat for North Star Estates. The motion was seconded by Vau Dell.

**VOTE:**

- The motion passed with all in favor. There are 10 findings.

**TIME: 1:14 P.M.**

**CD: 0:13:40**

**B. USS 4590 SLEV**

Vice Chair Jordan Rausa read the case description into the record.

VickieLee Fenster, Administrative Specialist, provided the mailing report.

- Stated that 10 public hearing notices were mailed out on August 16, 2017.

Peggy Horton, Platting Technician, provided a staff report:

- Gave an overview of the case, #2017-085.

Vice Chair Jordan Rausa

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

LeMay Hupp

- Concerned on the trail and the easement.

Vice Chair Jordan Rausa

- Closed the public hearing.

Cliff Baker (Petitioner's Representative)

- Answered questions by the platting board.
- Agrees with the changes to the recommendations.

**MAIN MOTION:**

- Anderson moved to approve the vacation of Section Line Easement within Lots 19, 20, & 25 for US Survey 4590 with replacement public access and utility easements as shown on the preliminary section line easement vacation plat. The motion was seconded by Marty Van Diest.

**DISCUSSION:**

- Discussion on the easement and the platting board would like to have more information regarding Lot 5-7 and 14-16 and the trail access.
- Discussion on continuing the case.

**MOTION to RESCIND:**

- Anderson moved to rescind the vacation of Section Line Easement within Lots 19, 20, & 25 for US Survey 4590 with replacement public access and utility easements as shown on the preliminary section line easement vacation plat. The motion was seconded by Mr. Marty Van Diest

**MOTION:**

- Van Dell moved to continue US Survey 4590 to November 2, 2017. The motion was seconded by Pugh.

**VOTE:**

- The motion to continue US Survey 4590 passed with 4 in favor (Anderson, Vau Dell, Rausa, Pugh) and 1 against (Marty Van Diest).

**TIME: 1:53 P.M.**

**CD: 0:52:00**

**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 is 1 case to be heard at the next Platting Board Meeting.

**8. BOARD COMMENTS**

- Vau Dell prefers the paper copy when the packet goes electronic.

9. ADJOURNMENT

- With no further business to come before the Platting Board, Vice Chair Jordan Rausa adjourned the meeting at 2:10 p.m. (CD: 0:55:30)

Attest:

  
\_\_\_\_\_  
Jay Van Diest, Chair or  
Jordan Rausa, Vice Chair

  
\_\_\_\_\_  
Sloan Von Gunten, Administrative Specialist  
VickieLee Fenster, Acting Admin Specialist

The regular meeting of the Matanuska-Susitna Borough Platting Board was held on September 21, 2017, 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. Patrick Johnson, District #6

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Platting Board member excused or absent:

- Mr. Gregory Pugh, District #3 - Excused
- Mr. Marty Van Diest, Alternate #1 - **Absent**

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 Patrick Johnson.

**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 objection.

**2. APPROVAL OF MINUTES**

Chair Jay Van Diest inquired if there were any changes to the minutes for August 17, 2017.

GENERAL CONSENT: The minutes for August 17, 2017 were approved without objection.

**3. UNFINISHED BUSINESS**

None

**4. PUBLIC HEARINGS**

**A. AERO ON WOLF LAKE PH 1 ADD 2 & SCREEN EASEMENT**

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

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

- Stated that 77 public hearing notices were mailed out on August 30, 2017.

Peggy Horton, Platting Technician, provided a staff report:

- Gave an overview of the case, #2017-095/097.

Chair Jay Van Diest

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

James Woodley

- Concerned on four-plexes and other housing going in, creating high density housing

Patrick Martin

- Concerned on high density housing.
- Concerned on the safety and traffic increase.
- Objects to anymore platting actions for this subdivision.

John Libby

- Concerned on egress and access in the area and higher density housing.
- Objects to the platting action.

Garrett Hampton

- Concerned on roadway access and traffic flow.

Clayton Childs

- Concerned on traffic safety.
- The population density has increased tremendously.

James Woodley

- Would like to see a relief in traffic flow.
- Concerned on roadways and public through fare.
- Gave handout paperwork to the clerk.

Chair Jay Van Diest

- Closed the public hearing.

Vernon Roelfs (Petitioner)

- Explained the platting action being done on the property.
- Agrees with all the recommendations.

MOTION:

- Rausa moved to approve the preliminary plat of Aero on Wolf Lake Ph 1 Add 2 to include modification of the 15' Screening Easement. The motion was seconded by Johnson. Add finding #6.

DISCUSSION:

- Discussion on the roadways and the impact of development.

FINDINGS:

- Add #6: Add 5-foot utility easements along the southern boundary of Lot Z-3

VOTE:

- The motion passed with all in favor. There are 6 findings.

TIME: 1:45 P.M.

CD: 0:42:16

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

Gary LoRusso

- Talked about traffic concerns and road safety.

5. ITEMS OF BUSINESS & MISCELLANEOUS

6. RECONSIDERATIONS/APPEALS

7. PLATTING STAFF & OFFICER COMMENTS

- There are 3 cases to be heard at the next Platting Board Meeting.
- Clerk Addressed that two applicants applied for the vacant seats on the board.
- The Clerk let Jordan Rausa and Marty Van Diest know that their term is expiring this year.

8. BOARD COMMENTS

- Anderson commented on the development of roads and transportation.
- Talked about meeting discussions & when to use point of order.

9. ADJOURNMENT

- With no further business to come before the Platting Board, Chair Jay Van Diest adjourned the meeting at 2:01 p.m. (CD: 0:58:23)

Attest:



Sloan Von Gunten, Administrative Specialist

  
Jay Van Diest, Chair

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OCT 17 2017

CLERKS OFFICE

South Colony Road Service Area 16 (RSA16) Meeting Minutes  
Matanuska Susitna Borough O&M Building  
5:00PM AUGUST 8, 2017

1. Call to Order
  - 5:09P
2. Roll Call, Determination of Quorum
  - Dan Monarch, Marty Van Diest, Philip Cobb, Alex Senta
  - A quorum was established.
3. Approval of Agenda
  - Swap Pledge of Allegiance with Approval of Agenda.
  - Marty motioned, Philip seconded, Unanimous with changes
4. Pledge of Allegiance
5. Approval of Previous Meeting Minutes
  - There was no quorum at the last meeting so no minutes to approve.
6. Person's to Be Heard
  - Barry Mothershead - Lives off of Snicker. New paving job. Driveways are feathered in but contractor did not put down a good approach for the wheelers. Windsong looks like what we need. We should extend on Snicker. MSB crew can do that and Alex agrees this should be done. Crushed wrap needs to get put on the North side. Would have wanted a 24' top but could only get 22'. Need to get ATV paths done in the original project work to save costs. More abrasion to the roadway if not done. Wheelers stay on these. Need ATV approach to be included in all bids.
7. Staff Report
  - Alex Senta provided a report to the Board.

Details:

  - Working on second half of brush cutting and sweeping as necessary.
  - All crack sealing is planned to be done every three years.
  - Cleaned ditch on 49th next to dump.
  - Roman drive - cleaned ditch, widened intersection, improved culvert, repaved, total cost - \$6,600
  - Transfer \$29k to capital improvement projects for RSA 16. Alex presented a resolution for this to be done. Dan submitted a motion to approve the resolution, Marty seconded. Unanimous approval.
  - Need to develop new CIP list with resolution for Assembly to approve. New list will be developed for next meeting. Alex will have this to the Board members by mid-September.
  - There are two potential paving projects that Alex would like to have added to the RSA16 CIP list: Tex-Al (.8 miles \$200K/\$100k) and Britchenstrap Drive (.2 miles \$50/\$25k)
- Unfinished Business
  - No unfinished business

9. New Business

- On Mystery Ave., by Bumpus ball fields, the median is good to help keep speed down. Can this be put on Crowther to help people slow down? Speed limit is currently 25. We emphasize oversized signs with red flags.
  - How do we handle roads on big subdivisions that are being built out on Palmer Fishhook? Jamie Taylor can provide specific information on subdivision work.
  - New mph marking on roadway on Arabian Lane was not RSA work.
  - Still crack sealing in RSA14 and RSA27. Hope to get everything done this year. Can we put more money towards crack sealing to get more work done? This may be useful in a future contract. Alex will get us the plan for crack sealing. Alex determines which roads in RSA16 should be hit and when. We should have enough product to finish crack sealing RSA16.
  - Dan asked about stop numerous stop signs by Violet Circle. Alex has no idea how stop signs got put on Violet Circle. Dan indicated it seems like overkill. Jamie Taylor can pull stop signs if it makes sense.
- a. Confirmation of Primary Member
- MSB currently has listed Philip Cobb as the primary member, Marty Van Diest as alternate 1 and Dan Monarch as alternate 2 for RSA16 Board members. Dan may not want to continue serving on the Board when his term expires at the end of 2017 so we will leave the current member designations as is for now. Dan will continue to create meeting documentation and conduct meetings until the end of 2017.

j. Establish / Confirm Meeting Dates

October 10, 2017 – 5PM

February 7, 2018 – 5PM

May 9, 2018 – 5PM

11. Board Member Comments

- Dan welcomed Philip Cobb to the RSA16 Board.

12. Adjournment

- Marty motioned, Philip seconded, Unanimous
- Meeting was adjourned at 6:40P.

13. Next Meeting October 10, 2017 5PM at O&M Building



Philip Cobb  
of Marty Van Diest

**WEST LAKES FSA  
BOARD OF SUPERVISORS MEETING**

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**West Lakes Public Safety Building – Station 73  
1250 Spring Drive  
Meadow Lakes, Alaska 99623**

**August 14, 2017**

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OCT 11 2017

CLERK'S OFFICE

**MEETING MINUTES**

**I. CALL TO ORDER**

The meeting of the West Lakes Boards of Supervisors was called to order at 6:05 at West Lakes Public Safety Building Station 73 at 1250 Spring Drive in Meadow Lakes, Alaska by Chairman William Browne on August 14, 2017.

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

Board Members present and establishing quorums:

*West Lakes FSA:* Bill Browne, Chairman, Corky Matthews (Via Telephone), Rae Arno, Vice Chair, Steve Simpson.

Also present:

Deputy Director of Fire Ken Barkley, Randall Kowalke, Dan Mayfield

*From West Lakes:* Chief John Fairchild, Firefighter Tyler Buff, and Admin Assistant Theresa Elliott.

**III. PLEDGE OF ALLEGIANCE**

Mr. Browne asked Rae Arno to lead "The Pledge of Allegiance".

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

A. MOTION: Bill Browne moved, Corky Matthews seconded to approve West Lakes FSA minutes as written. VOTE: the motion passed unanimously.

**V. REPORTS**

**Chief Fairchild reported for West Lakes:**

**Runs:** 67 total calls on CAD system, 1 structure fire, 1 vehicle fire, 8 rubbish fires, 15 rescue/EMS calls, 8 false alarms, 3 mutual aid calls, 3 Haz Mat calls, 1 hazard conditions, 27 other responses. Of the 67 calls 44 were dispatched and properly coded to WLFD. 23 other responses were medical calls that are on our fire code and in our area that WLFD did not get paged. Capt. Keel is working with CAD and Mat Com dispatch to clear these calls. It is unknown if we can clear these calls off our fire code at report time.

## WEST LAKES FSA BOARD OF SUPERVISORS MEETING

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### **Prevention**

The WLFD conducted a meet and greet with 100 plus teens from a Faith Based Group in Interior Alaska. This occurred at the North Shore Camp Ground on Big Lake. This is the second year WLFD has meet with this group and it is now been established as an annual event. The June report failed to account for this event.

- July of 2017, the WLFD was contacted by Camp Hope who is run by the Volunteers of America Alaska at the Laverne Griffin Youth Recreation Camp in Meadow Lakes. The WLFD presented a program entitled "Hope, Skills, and Control" to 22 at risk teens and 8 counselors. The message for this presentation was "individual choices and options reduce individual and community risks".
- On July 15, 2017, at the invitation of MAT-Su Borough DES, the WLFD and the Horseshoe Lake Fire-wise group attended the Sutton Safety Fair. There were approximately 100 attendees to this event and numerous aligned organizations. The WLFD and Horseshoe Lake Fire-wise presented information on Home Ignition Zone (HIZ) tactics, including ember proofing and fire resistant vegetation, safe burn barrel use with our correct burn barrel prop and promoted the Borough wide house sign initiative code information and the sale of correct house number signs. Horseshoe Lake Fire-wise sold five house number signs.
- Purchase Order for 2017-18 Fire Prevention supplies finalized.
- Two donated CO monitors installed in residence that had a CO event with exposure and no CO monitors.

### **Training**

- July 4<sup>th</sup> Family day at Horseshoe Lake, fun day with the families of the on-call responders. Thanks to Megan and Terri for getting it all together and allowing us to use Megan's place on Horseshoe Lake.
- ISO training for the month was preparing for the ISO next summer with tanker water flow drills at Big Lake and Meadow Lakes.
- Engineer class has started with students from West Lakes, Houston and Talkeetna Fire departments
- MSA re-certification class is set up for 6 of our MSA techs to keep them current on the certifications to repair and flow test the SCBA units for WLFD.

### **Mechanic**

- Bill Henderson assisted fleet by repairing Talkeetna E1121 to complete the annual and changing out the pump packing's and valve repairs to pass a vacuum test.
- T731 which had several air leaks repaired, the worst of which were the actuators on all three dump chutes. This took Bill longer than usual to find because we have no schematics on this truck. He completed the annual which consists of changing engine oil, oil filter, fuel filters, air filter, compressor filter checking the rest of the fluids in the truck and lubing the entire truck, changed fluid in Pump

## WEST LAKES FSA BOARD OF SUPERVISORS MEETING

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Transmission, changed out air dryer for brake system and fixed two valves in the pump compartment to ensure the annual vacuum test on the pump is good.

- T-731, I am working with purchasing and Hughes Fire Equipment to have that truck sent to them for the tank repairs in late September. We may have to re-bid this work depending on what purchasing decides.
- E711 had check engine light and stop engine light. Troubles shoot this problem to find crank case pressure too high and EGR cooler leaking internal. Replaced EGR and EGR cooler, and bellows with one way check valve and filter for Crank pressure. It is road tested and annual maintenance is complete on this truck.
- Also had numerous small issues through the month such as lights burned out here and there Knox box issues.
- R81 replaced a valve leaking breathing air on the cascade system.
- Loose electrical connections on T721 which was making all the warning lights in the dash go on and off. Found several loose ground connection issues on the truck.
- Fuel leak on T811 repaired the fuel return line off the back of the engine.

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

- Station 73 is getting the steel for the apparatus bays up along with the brick and mortar for the offices. We are still on budget and progressing on schedule for this station.
- Ordered a replacement Support Truck for West Lakes, this will replace Support 72 that has 200,000 miles on it. Willow/Caswell would like to have this truck donated to them when its replacement is in service.
- Load Bank final additional cost issues settled. The balance of the building improvements CIP for \$6464.37 and 447.32 from line item 431.500, for a total of \$6911.69 in additional costs to complete this project. We spent \$75,000 on the original 2016 CIP for this. We also spent last summer an additional \$6822.87 to get the load banks installed which did not complete the project. I am hopeful that this will be the last spend on this and they will be operational after the work is completed.
- The WLFD and Fleet shared admin position hired and onboard July 10<sup>th</sup>
- Meeting with the Clerk on the annexation on Carney road with the property owner.
- Puritan annexation has been turned in and at the Borough clerk's office for certification.
- Pavement repairs are at projects now to write the work scope for each station and put out the RFP so we can get these repairs done next summer
- E-721 all-wheel drive apparatus replacement is progressing and the final specifications should be complete next month. \$750,000 is in the CIP budget for

**WEST LAKES FSA  
BOARD OF SUPERVISORS MEETING**

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this and that funding will be enough to purchase and supply equipment for this new engine. It is looking like Rosenbauer and Pierce are the 2 manufactures that are interested in bidding it back to ASFA.

- **Vice Chair Rae Arno:**  
We have a dry hydrant at Island Lake, *(Discussion Chief Fairchild) I don't think it's a dry hydrant, I think it's a summer hydrant, I don't think the lake is deep enough in the area to maintain year round.* **Vice Chair Rae Arno:** My question is leading to the park development at Island Lake: Will that upset our access to that in any way? I thought it was at the old public access and I think that has been blocked off. *(Discussion Chief Fairchild) I need to follow up on that one, I will check on Island Lake.*
- **Chairman Bill Browne:**  
Does anyone have any unfinished business?
- **Chairman Bill Browne:**  
Does anyone have any new business they want to bring forward?
- **Chairman Bill Browne:**  
Any objection to us not having a September meeting? Bill Browne, motion to **not** have a September meeting. Vice Chair Rae Arno seconds motion.
- **Chairman Bill Browne:**  
So our next meeting will be the joint meeting on October 9th, Station 6-1 at 7pm.
- **Chairman Bill Brown:**  
Anything else any one wants to go over?
- **Director Ken Barkley:**  
Chief Fairchild, did you want to go over the structure fire the other night? *(Discussion Chief Fairchild) Structure off Swan Drive, 90% evolved when we showed up on site. Engine 611 first in, followed by our tanker next. Spoke with the gal that jumped out a window of the building, she didn't know where her husband was, and she didn't know how many people were in the house. She thought her husband was there at 4am, and his friend and another couple that lives there. There is a nursery in the house but they don't have kids. We were trying to knock the fire down, it was defensive from the beginning. This was a trailer house with a lean-to on the back side and a garage on the delta side. In the meantime the husband showed up, he didn't know how many people were there, he said he watched the smoke from up on the hill, but didn't think it was his house, so he went to a friends house. We had to literally crawl through the house and make sure nobody was in there. It was a very technical fire, a very ugly fire and everybody did an excellent job of making sure that there wasn't anyone in the house. It's unknown how the fire started, the power was off and the gas was off.*

**WEST LAKES FSA  
BOARD OF SUPERVISORS MEETING**

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*The generator was not plugged in and running and no wood stove. This is fire is still under investigation.*

- **Chairman Bill Brown:**  
Does anyone else have anything? If nothing I call this meeting adjourned.

**VI ADJOURNMENT**

**Chairman Browne** adjourned the meeting at **6:42**.

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

ATTEST:

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

Minutes approved on: 10/9/17 (West Lakes FSA B.O.S)

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

**Date/Time: 4/19/17 6:00PM**

**Location: AKRR Mile 232 Gravel Pit**

**RECEIVED**  
**OCT 19 2017**  
**CLERKS OFFICE**

The meeting was called to order at 6:00PM

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

Jonathan Durr, James Tunnell, Mike Woods, Josh Klauder, Tim Cox

Chase Community Members present: Beth Pike, Kevin Foster, Donnie Billington, Molly Wood, Jerry Boutte, etc.

**AGENDA**

See attached

**MINUTES**

The minutes of the January 2017 meeting were read by Josh Klauder  
Molly W made a motion to approve the Minutes, Mike W seconded the motion.

All approved: Y

**Correspondence :**

We were officially asked to comment on the proposed new expanded Chase parking lot.  
We got correspondence concerning Outstanding Natural Resource Waters (ONRW) asking for our support.  
We got a letter from the borough saying there will be another round of revenue sharing this year.

**Treasurer's Report**

**Announcements**

## **Persons to be Heard**

### **Committee Reports**

#### **Comprehensive Plan Update**

Chase Comp Plan statistical update is still a work in progress the committee has been working with the borough person assigned to us to work out the discrepancies etc. in the draft plan we might need a special meeting to approve the draft update if it is ready before the summer meeting, then it will need to be brought up at a borough planning committee meeting for acceptance then the assembly before official borough acceptance (though this may not be done till the summer meeting because the borough employee assigned to us decided at the last minute that we need to change all the numbers of the tables and figures to represent the ones in the source documents and so thusly they will have to be made to coordinate with the table and figure numbers that are in our plan).

#### **Revenue Sharing**

The acceptance of the revenue sharing funds was approved by the Chase Board of Directors. We well be getting \$12,900. that can be used to fund projects that benefit the local area. This is probably the last round of revenue sharing so anyone with something that they would like to see done can write a grant to get funding to accomplish the task (please note that the grant writer is responsible for the work that the grant funds, the council only provides the funds, the grant writer also must provide reports on the progress of the grant project). If you are interested see the grant page of our web-site for the forms and further information. Items that have been funded so far are stuff like trail improvements, bridges, the maintenance tractor etc.

#### **Chase Trail Supervisors**

Work was done on the old ATV trail groomer and the individual who did it was requesting that we pay for all the parts that were needed. It was voted on by the board of directors and approved to pay for half of the costs of said parts as the entity requesting funds is a private business and was using the local trail for his business clientele.

## Old Business

The permit to move heavy equipment to Stephan Lake was never used or possibly never even issued which was old business; there wasn't any snow in the high areas it would have needed to cross.

The borough representative responsible for the Nodwell area (borough land) trail easements has e-mailed and said that they should be complete by the end of the month. People involved with private easements should get paperwork to sign and notarized accepting the private easements.

## New Business

We were asked to comment on the proposed expansion of our Talkeetna RR parking lot, we held a special meeting to discuss and vote on whether to support or not support said expansion, at which all the board members that were present voted to not support the expansion as depicted on the map sent to us we also sent our comments from said meeting to Emerson Kruegar from the borough, the Talkeetna Community council and our borough representative Randal Kawalke. These comments and information on the proposed parking lot expansion can be found on our web site [www.chasealaska.com](http://www.chasealaska.com)

We were asked via correspondence to write a letter of support for the Outstanding Natural Resources Waters (ONRW). It has to do with tier designation etc. and hopefully if accepted would help further protect the local rivers. It was decided to support ONRW and one of our co-chairmen has volunteered to write the asked for letter of support.

## Adjourn

CCC - Meeting Dated 4/19/2017

Mike Woods moved to adjourn the meeting and Molly W seconded. The motion passed unanimously.

The meeting adjourned at 7:30 PM

Minutes respectfully submitted by Beth Pike

Minutes Approved (sign at next meeting):

Signature: James C. Small Chairperson Date: 10/18/17

Attested: Beth Pike Secretary Date: 10/18/17

Mail with agenda to:

acting

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

Or via email: [Debra.wetherhorn@matsugov.us](mailto:Debra.wetherhorn@matsugov.us)

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

**Date/Time: 7/19/17 6:00PM**

**Location: AKRR Mile 232 Gravel Pit**

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The meeting was called to order at 6:00PM

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

Jonathan Durr, JamesTunnell, Mike Woods via phone

Members absent were Josh Klauder and Tim Cox

**AGENDA**

See attached

**MINUTES**

The secretary was absent so no minutes of the April meeting were available

**Correspondence :**

We got an e-mail from representative Kowalke about the proposed Chase Parking lot expansion and an e-mail from the borough about liability insurance for the Chase trail.

**Treasurer's Report**

**Announcements**

**Persons to be Heard**

Dennis Devore

## Committee Reports

### Comprehensive Plan Update

The Chase Comprehensive Plan Update was approved by all the board of directors present (or via phone (a quorum)) at the meeting and so goes to the next stage of the process getting approval by the borough planning board after which the assembly must also vote to approve the update before it is official

### Revenue Sharing

Grants are being solicited for this year's round of revenue sharing grants all applications need to be submitted before Oct. 15<sup>th</sup> 2017

### Chase Trail Supervisors

Work was done on the old ATV trail groomer and the individual who did it was requesting that we pay for all the parts that were needed, it was voted on by the board of directors and approved to pay for half of the costs of said parts at the April meeting and at the July meeting it was voted on by the board of directors to pay the other half of the cost of the parts needed to fix the ATV trail grader. As such all parts needed to fix the groomer this time are to be paid for by the Chase Council.

### Old Business

The Chase Parking lot proposed expansion is not going to happen the RR is going to enforce a 100' set back on all new work done on the parking lot. The parking lot as-is is grandfathered in so will not require the 100' set back. So any rework of the parking lot would result in fewer parking spaces, as such there will be no change to the Chase Parking Lot.

The borough lands located in Chase now have their trail easements legally established and the private easements have or are in the process of being recorded. Borough employees are supposed to come up to our area this summer and install signage for the private easements.

The borough is having another round of revenue sharing in the amount of \$12,900. These funds are available via a grant system for anything that benefits the local

community. Anyone interested in applying for a grant can find the forms and instructions on our web site at [www.chasealaska.org](http://www.chasealaska.org) on the revenue sharing page under 2017 grant forms and instructions.

#### New Business

Trail maintenance was brought up and it has been requested that folks ride on the sides of the trail to preserve the crown of the trail. (The crown makes it so water runs off the trail thusly preserving the quality of the trail). Also please pick-up sharp sticks, stones and RR spikes etc. that might damage tires.

Information on the liability for the trail was sought and neither the Rail Road nor the borough claims to have any liability for our trail.

There are some new bridges being built over streams on Clear Creek Trail, thank James Tunnell and RJ Denny for this work which was funded with one of the revenue sharing grants. Also thank Kevin Foster for the improvements on the Chase Trail from Talkeetna to 232 and Ray James for the new bridges on the Nodwell Trail in the Chase area both also were done with revenue sharing grants.

It was requested that we send a thanks you note to the Rail Road for their donation in kind of moving the equipment for free during the Talkeetna to mile 232 trail maintenance work that was done this summer. One of the directors has volunteered to take on that task.

It was voted on and approved by the board of directors to put James Tunnell on the Chase check book and to take Ruth Strong off the check book.

#### Adjourn

Dennis Devore moved to adjourn the meeting and Donnie Billington seconded. The motion passed unanimously.

The meeting adjourned at 7:00 PM

Minutes respectfully submitted by Beth Pike

CCC - Meeting Dated 7/19/2017

Minutes Approved (sign at next meeting):

Signature: Janna Jewell, Chairperson Date: 10-15-17

Attested: Bethley acting, Secretary Date: 10-18-2017

Mail with agenda to:

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

Or via email: [Debra.wetherhom@matsugov.us](mailto:Debra.wetherhom@matsugov.us)

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LOUISE / SUSITNA / TYONE COMMUNITY ASSOCIATION (LSTCA)

ANNUAL MEETING MINUTES

July 22, 2017, 1100 Hrs, The Point Lodge

The LSTCA Board Meeting was called to order by Ted Kinney, Vice-President, at 11:07 am.

**BOARD MEMBERS PRESENT:**

Wendy Simpson, President  
Ted Kinney, Vice-President  
Kerin Fassler, Secretary  
Jeff Urbanus, Treasurer  
Yvette Delaquito, Treasurer

**BOARD MEMBERS NOT PRESENT:**

Robert Rolley, Member  
Kaitlyn Chisum (Resigned since January meeting)

**COMMUNITY MEMBERS PRESENT:**

Mike Fassler  
Diana Davis  
Nancy Moulton  
Tom Lohman  
Pinkie Bailey  
Dan & Patti Billman  
Robert T. Averett  
Phil Tineman  
Gene Moe  
John & Jimmie Francis  
Joe Stam  
Rayda Kinney  
Ann Otte  
Margit Detrick  
Travis Shiell  
Steve Shiell  
Eugene Haegerman  
John Hicks  
Teresa McLaren  
Darren Travis  
Mark Haynes

Lori Haynes  
Buck Brown  
Stephanie Littleton  
Victor Kimi  
Janet Flaherty  
Ocie Mitchell  
Stephen Hall  
Amy Urbanus  
Ginny Marx  
Tom Miring  
Elizabeth Samuel

**GUESTS PRESENT**

Senator Mike Dunleavy  
Representative George Rauscher  
Assemblyman Jim Sykes

The Pledge of Allegiance was led by Ted Kinney.

**QUORUM:**

A quorum was established.

**SECRETARY'S REPORT:**

Minutes of the Jan 2017 meeting were read. Jeff Urbanus motioned to approve and Yvette Delaquito seconded. MOTION PASSED.

**TREASURER'S REPORT:**

Jeff Urbanus presented the treasurer's report through July 16, 2017. There were deposits of \$6,974.14 and checks written totaling \$33,263.47. Ending balance is \$2,524.09. Primary Share Account has \$38,627.99 and there is a total on share certificates of \$2,638.80. A performance bond CD totaling \$1,000.00 brings the total on all accounts to \$43,790.08.

Motion made to approve treasurer's report. MOTION PASSED.

It was noted that grant monies are on a decline from a usual amount of \$20,000/year. There may be \$12,000 available at the Matsu Borough, (MSB) but there is no guarantee for any future funding. Our burn rate is currently about \$20,000 per year and at that rate we will run out of money in about three years if we don't obtain any additional grant funding. The MSB has indicated they don't want us to hold on to money. Would like us to use our grant funding and not carry over.

Jim Sykes noted that we need a plan to spend our funding so he can support additional funding in the future. Spend funds in five years or less, however, there is no state requirement to spend year by year.

The boat launch \$25,000 expenditure in 2016 used up a large portion of carried over funds.

Mr. Urbanus went over the individual expenditures. He also reported that the rollover 6531 is in for the CD. We have only one certificate on hand to date. No other Capital Improvement Projects are on our list. Our latest grant request has been submitted.

Kerin Fassler motioned to approve his report. Yvette seconded. MOTION PASSED.

#### **OLD BUSINESS:**

**EMS Update:** Mike Fassler reported that the emergency transportation vehicle is currently being built. It is expected to be on the "last barge" to Alaska. MSB owns the vehicle but the State is the lienholder. MSB pays all O&M costs for the vehicle. Our service area is from mile marker 14 on Lake Louise Road out to the end. He indicated that a transfer of emergency dispatch systems has taken place and that all calls for help need to be dialed using 911.

**Fire Update:** Fire Chief, John Hicks stated no real changes have been made and he reiterated that the fire boxes are situated for easy access by all. He is doing any maintenance on them as necessary. Two new boxes are to be placed at Bob and Loon Lakes, but they are not here yet. That will bring us to a total of 22 fire boxes no more than 3 miles apart. He tried to put on training classes for usage of the fire box equipment, but no one showed up. All the boxes are identical.

**PSB Building:** Jim Sykes reported on the PSB building. It was not built properly and it will eventually fail. It will take \$750K to repair or replace. Looking at options but ultimately a replacement. Discussion is currently ongoing with Glennallen on coordinating transport.

**Dumpster:** Jim Sykes reported that we are still the only community with a free dumpster in the MSB. Discussion on putting up a sign on dumpster usage was discussed and the potential for putting a box for fees at the dumpster location for those not in our community who use it.

**Sales tax:** Mr. Sykes also reported that new bonds for recreation passed voter approval in the MSB. On Aug 1, a meeting in the MSB to obtain voter approval will be held.

**Boat ramp:** Mr. Sykes went over the logistics of the improvement to the boat ramp. New cement blocks, a better parking lot, and possible gravel fill into Dinty Lake were discussed. This is a fall project but the parking lot will likely be next year. The cost is \$115K from the Land Management Fund of the MSB, and \$25K from us. DNR has been asked to support with gravel fill. The project is going to design in two weeks.

**Lake Louise Road:** Yvette Delaquito is on top of the road issues. She has worked with DOT and has a list of e-mail addresses of those who need to know status. She encouraged everyone to

share their concerns with this list of people in order to speak in volumes about the horrendous condition of the road. Trucks are out on the road today but the fix is only temporary. Senator Dunleavy has put our road issue on his radar screen, especially after having driven it to come to the meeting. He would like to bring some logisticians up from the MSB to see first-hand the condition of the road. Jim Sykes believes they plan to pave the gravel repairs.

#### **NEW BUSINESS:**

**New Mailbox:** Kudos to Ben and Carol Compton on providing the community with a much improved mailbox. It is solid and much better than what we had in the past. Thank you!

**Causeway:** The culvert in the causeway has been removed. A large boulder remaining in the channel has been removed. Jim Sykes brought a map of the causeway and showed where proposed boat ramp changes would be made. He also indicated that the channel is the property of DNR and we have nothing to do with the control over it. It was proposed that we have a representative from DNR come to the next meeting to give valuable information on the future usage of the causeway/boat launch area and report on any progress.

**Mailing:** It was suggested that an e-mail be sent out to let people know what's going on at least once a year. Jim Sykes to see if the MSB would help with this.

**Dues:** A suggestion was made to raise dues. This needs to be investigated and brought to the next meeting or at least to the winter meeting in Palmer.

**Eugene Haegerman:** Mr. Haegerman addressed the group as a community advocate for the public. He felt we were doing an injustice to our community in not having meetings once a month.

**Rep Rauscher:** Mr. Rauscher reported the Capital Budget is currently ongoing. He indicated he can't add anything to the current budgeting, but we need to be involved with future budgeting. The road project was for him an eye opener as he did not know the extent of the poor condition of our road.

**Sen Dunleavy:** Considers Lake Louise Road to be one of the worst roads in the MSB. He indicated he will try to get some legislative people up here – if not this year, maybe next year for funding.

**Netting:** Complaints were made by community members of people using nets in the channel. It is currently not allowed to do so and when seen by locals, they have been stopped. However, it is not a community police action, it is something that is monitored and controlled by the Board of Fish.

#### **MISCELLANEOUS:**

- Next meeting is scheduled for Saturday, October 7, 2017, at 1100 at Lake Louise Lodge.
- Meeting Adjourned at 12:06 to be followed by community luncheon at the Point Lodge.

- Subsequent to meeting, board members determined who would hold what board positions for the coming term as follows:
  - Dustin Overturf, President
  - Dalton Clark, Vice-President
  - Kerin Fassler, Secretary
  - Jeff Urbanus, Treasurer
  - Wendy Simpson, Member
  - Ted Kinney, Member
  - Yvette Delaquito, Member (filling out remainder of Kaitlin Chisum's term.)

Respectfully submitted,



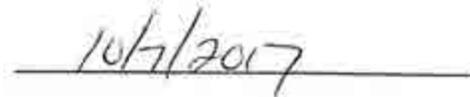
KERIN FASSLER, Secretary



Date



DUSTIN OVERTURF, President



Date

Attachments:

Agenda

Jan 2017 Meeting Minutes

Treasurer's Report

Map of Boat Launch area

## Meadow Lakes Community Council, Inc.

Minutes – August 9, 2017 - Meeting – Birch Creek Villas (Senior Housing) 1210 N. Kim Drive  
Board ~ Quorum= 3:  Pres: Patricia Fisher ♦  Vice Pres: Rae Arno ♦  Treasurer: Cindy Michaelson  
 Sec: Janet Henkel ♦  Cou. Coordinator: Tim Swezey (5 = Yes)  
Committee Chairs ~ Quorum = 3:  Education: Calley Leader ♦  CIP: Terry Boyle  
 Bylaw: Linda Conover ♦  Mem: VACANT ♦  Trall: Lori Benner-Hanson  
 Safety: Larry Michaelson ♦  Gaming: Ariel Cannon (4 = Yes)  
10 Members of the Meadow Lakes Community:  (15 = Yes)

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1. **Call to Order:** The meeting was called to order at 7:00 pm by President Patti Fisher.
2. **Pledge of Allegiance:** Recited.
3. **Approval of:**
  - a. **Agenda** – Calley Leader motioned to approve the agenda, with a second from Lind Conover. There was no discussion and the vote was unanimous in favor.
  - b. **Secretary** – Cindy Michaelson motioned to approve the July minutes, and was seconded by Linda Conover. There was no discussion and the vote was unanimous in favor.
  - c. **Treasurers Report** – Cindy Michaelson presented the Treasurers report. There was not a lot of activity over the previous month. Meadow Lakes Seniors were paid for the use of the office and meeting space, and some money was given to Meadow Lakes Development Corporation for taxes the and spring block party. Some funds were also transferred into our money market account in order to earn higher interest. Otto Feather motioned to approve the Treasurers Report, with a second from Mindy Wraith. There was no discussion and the vote was unanimous in favor.

#### 4. **Reports:**

**President** – President Patti Fisher reported that the Mat-Su Health Foundation provided a grant for a new copier/scanner/printer/fax machine for the seniors, since the one that they previously had quite working several months ago. Patti mentioned that the printer will be available to all of the different groups meeting at the senior center, and she thanked both the senior center and the Mat-Su Health Foundation. Patti also mentioned that there will be a work day at the sports field on Saturday, August 20, 2017, and volunteers are needed. This workday will involve mowing, edging and any other cleanup that needs to be done in preparation for fall.

**Gaming** – Ariel Cannon presented the gaming report, and reported no activity last month. He is looking forward to another season of Split-the-Pot at the AK Tuesday night fights. Ariel also reported that there is a new bingo hall being constructed in Wasilla, as well as a Dave & Busters in Anchorage.

**Community Safety** – Larry Michaelson reported that additional flaggers will be on site throughout the Parks Highway project, which will run through November this year. There have been a few fender benders in the construction zone, so safety is a big concern on the project. Fish & Wildlife trooper Dan Davis has advised Larry that they will be flying an R44 helicopter around the Meadow Lakes area during hunting season this year.

**Parks & Recreation** – None

**CIP** – None

**Education** – Calley Leader reported that she would like to again use several programs and activities that have been used in the past, such as swim lessons for Meadow Lakes Elementary, as well as Midnight Sun, and gun safety for adults and children.

**Membership** – None

**Bylaws** – Linda Conover stated that the Susitna Rotary have volunteered to help with the ten exercise stations. She also stated that the rotary has asked her to be their representative with the community council if this would not create a conflict of interest. Patti Fisher stated that she felt there would not be any conflict and she would like

to see Linda as the rotary representative. Cindy Michaelson motioned that Linda act as rotary representative, with a second from Sherri Rusher. There was no further discussion and the motion passed unanimously.

**Council Coordinator** – Tim Swezey reported that the mowing on the sports field was up to date, and the fields have been fertilized. Paving of the park roadway and the parking lot has been completed. The pavers caught the edge of the pole barn roof during paving, and the pole barn collapsed. They rebuilt the pole barn and it is even better than it was originally!

5. **Presentation:** Butch Shapiro, Mat-Su Borough Solid Waste manager, spoke about the problems facing the landfill and transfer stations. He said that a letter was recently sent out to both Big Lake and Meadow Lakes residents advising them of new hours of operation for the Big Lake transfer station. The new hours will be shortened by one half hour in both morning and evening in order to give the attendant time to open and close the site. The first Wednesday of each month the site will also be closed for safety training, as an elderly gentleman recently fell into one of the empty open containers. Luckily he was not seriously injured, and it is important that accidents like this don't happen again. The site may also be closed an additional day during the month for maintenance, such as grading, painting, etc. Butch thanked Patti for all of her help with the recycling program, as the waste business is very expensive. The more waste that can be compacted into each cell, the more affordable that waste becomes. Butch also mentioned that AK Metal Recycling, located on KGB Road by the museum and Knik bar, has a working scale and is purchasing scrap metal. He asked residents to please haul your old metal junk to them, and make some extra money on your junk!

Susan Johnson, Alaska Horticultural Arts, introduced herself and gave a brief presentation. Susan is currently working through the permit process for a standard cultivation facility, located on approximately 13 acres off of Scarlett Circle. Susan is a lifelong Alaskan and has lived in the valley for the past two years. Susan stated that she is looking to recycle dirt used for growing with enzymes, and hoping to minimize wastewater by hand watering. She is also looking into a water purifier, which processes 20 gallons per hour. Plants will be grown inside of a structure with no windows, etc. When asked about the use of pesticides, she replied that she was hoping not to need any. She is hoping to fit into a niche market by providing unique plants that others are not growing. Susan, her husband, and family members will be the only employees of the grow operation. Sherri Rusher asked why she had chosen to apply to a standard license, rather than a limited license, and how far along in the application process they were. Susan responded by saying that they applied for the standard license as they had the necessary space, and that they have been approved by the state so far. She said that she wanted to be a good neighbor by introducing herself to the community, and her neighbors, and so far had not received any negative comments. Butch Shapiro advised everyone that DEC had just put out a new memo last month about properly disposing of your trimmings, etc.

President Patti Fisher mentioned that at our last meeting several Island Lake residents were upset about a parking pad and wooden walkway that the borough built between Cove Road and Island Lake. Patti has met with Eric Phillips, borough community development director, and also attended a meeting on Cove road with public works and community development. Although this project is on the Island Lake Management Plan, as well as the CIP list, and road management plan, it was slated to happen way down the road. Patti is concerned that there had been no notification from the borough that the work was to be done. She encouraged all members to read a letter on the back of the meeting packet which addresses proper notification and offer their approval. Rae Arno questioned what would have been done differently had proper notice been provided. Patti responded by saying that the drainage design would have been different. Richard Nevins suggested that the letter be amended to include terminology specifying a time period for notification. Cally Leader asked to have the last sentence changed to public notice procedure, rather than program, as well as notifying Randall Kowalke prior to sending the letter, and Otto Feather noted a typo that needed correction. Linda Conover felt that the letter needed to include more details, and suggest an ordinance. Rae Arno feels that the letter will not achieve the desired effect, and Patti admitted that the letter would most likely not be read by all of the borough leaders. She then added that the council may want to ask for an ordinance if the response isn't satisfactory. Sherri Rusher suggested adding a sentence asking for a notification process similar to that in place and currently used by the planning committee. Patti called for a motion to approve the amended letter. A motion was made by Richard Nevins and seconded by Matt Link. There was no further discussion and the motion passed.

Scott Jenkins stated that he had met with borough officials yesterday, and they did provide some insight into the situation. On the north end of Island Lake, there is a swampy section of land which is owned by the borough on the plat map. Over time a 4-wheeler trail was pioneered in between two lakes on that property. The 4-wheeler trail became a road, and it is now being maintained, even though it is an illegal road. This road violates wet lands

permitting requirements and borough best management practices, as well as the decision making process required for new roads. The road service area plan shows that specific funding was used for this road. There is also a gravel pad which was built prior to a permit being issued.

Larry Michaelson stated that the permit was issued in 1992 for the park, as well as the future development of Island Lake and Doubloon Lake. The permit was issued at the time that the lake management plan was approved. At that time, Cove Road did not seem to be an issue, as it shortened resident's access. Several members felt that the illegal road was put in when Treasure Road wasn't extended as it was supposed to be. The 1992 map shows that the two cul de sacs intended to deal with the wetlands issue by installing a larger culvert and providing maintenance.

Members expressed concern over illegal roads being maintained with RSA funds, as well as projects that had not been completed due to these funds being used. Dan Hartman is trying to find out which roads are approved to be maintained by the borough. Cindy Michaelson said that other issues have been raised when the borough tied the cul de sacs together for efficiency.

Scott Jenkins believes that there is a public use easement issue, which would need to be resolved in order to correct the Cove Road problem. If the cul de sac is in fact taken out and the road is replatted, the one of the lots which is currently listed as a "no build" lot will be replatted as buildable. This would also cause Doubloon Lake to overflow in the spring, flooding septic's and creating other problems. Patti Fisher advised the owners of the properties being affected to write a letter and sign it, at which time the council would continue to pursue the issue. Dan Hartman said that they are not asking for the councils help, and will continue to work on this issue on their own. Patti said she will wait to hear from owners if they decide to enlist the councils help on this matter.

6. **Correspondence:** Correspondence links were listed on the agenda.

7. **Old Business:** Larry Michaelson advised members that correspondence was received today from Todd Smith, project manager of the Parks Highway Project. The letter stated that Sylvan Road will be closed to traffic at 7:00 am on Saturday morning. The alternate route is Buttercup. The fall plant sale is this Saturday at the Meadow Lakes Mall, which is another route that may be used to get around the Sylvan detour. This is a four day closure and Todd Smith feels confident that this will be completed in this time period. This closure will result in a significant grade raise at Sylvan/Pittman Roads, making the approaches from the mall and the gas station very steep during this part of the project. Meadow Lake Loop Road will be completely closed, due to construction on the railroad crossing. This work should be completed by August 14<sup>th</sup>.

8. **New Business:** None

9. **Agency Reports:** Fire Chief John Fairchild expressed concern about the closure of Meadow Lakes Loop during construction, due to accessibility. If you see other closures or problems with accessibility, please let the fire department know. The new fire station is coming along very well, and is expected to open in late November. One of our firefighters is still deployed to Montana; however the state has locked down deployments due to our own fire danger.

On another note, please make sure that you call 811 before you dig. There have been some major gas lines cut this year, not just house service lines. One of these created a structure fire on Swan earlier today, which took most of the day to take care of. This is a free service and covers your tail if you do hit a line. Please take care of your fires and controlled burns, and don't burn without a permit. Chief Fairchild stated that he always has permits with him, and asked everyone to please be careful out there.

10. **Persons to be heard:** Elijah Good-Farm introduced himself and advised members that he had applied for a limited cultivator permit. He added that he wants to run a good facility and be a good community member.

Eugene Haberman reported that he had attended a Talkeetna Community Council meeting where Assemblyman Kowalke discussed a meeting of the Meadow Lakes Community Council. He feels that Mayor Halter's discussion of the sales tax there extended the meeting. Sherri Rusher asked for more details on the discussion; however none were given, as Mr. Haberman stated that he only reports what he actually witnesses.

Otto Feather called for a point of order, as he stated that he can't quite figure out who is allowed to speak at the Meadow Lakes Community Council meetings. He asked if anyone can speak, or if they must be members. Patti Fisher replied that anyone could be on the persons to be heard list.

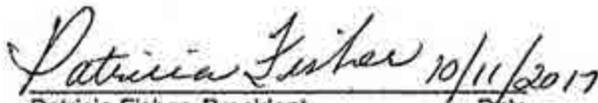
Jasmine Martin, staff member for Senator David Wilson, introduced herself and provided business cards for anyone interested in taking one.

**11. Approve Meeting Location:**

Birch Creek Villas (Senior Housing -- center of building)  
1210 N. Kim Drive  
Meadow Lakes

Wednesday, September 13, 2017  
Sign In: 6PM to 7PM  
Meeting: 7PM - 9PM

**12. Adjournment:** The meeting was adjourned by President Patti Fisher at 8:30 pm.

  
Patricia Fisher, President      Date

  
Janet Henkel, Secretary      Date

## Meeting Minutes September 13, 2017

## Meadow Lakes Community Council Inc.

<input checked="" type="checkbox"/> 3 Officers required for quorum: TOTAL = 3 YES <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Pres: Patricia Fisher <input checked="" type="checkbox"/> Vice Pres: Ree Arno <input checked="" type="checkbox"/> Treasurer: Cindy Michaelson <input checked="" type="checkbox"/> Sec: Janet Henkel <input checked="" type="checkbox"/> Council Coordinator: Tim Swezey	<input checked="" type="checkbox"/> 3 Committee Chairs required for quorum: TOTAL = 7 YES <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Education: Cally Leader <input checked="" type="checkbox"/> CIP: Terry Boyle <input checked="" type="checkbox"/> Bylaw: Linda Conover <input checked="" type="checkbox"/> Mem: Lacy Harris <input checked="" type="checkbox"/> Trail: Lori Benner-Hanson <input checked="" type="checkbox"/> Safety: Larry Michaelson <input checked="" type="checkbox"/> Gaming: Ariel Cannon
<input checked="" type="checkbox"/> 10 Members of the Meadow Lakes Community required for quorum: TOTAL = 22 YES <input checked="" type="checkbox"/> Meeting Quorum = YES	

**Call to Order:** The meeting was called to order at 7:00pm by President Patti Fisher.

**Determination of Quorum:** A quorum was determined to be present with xx board members and over 10 general members present.

**Pledge of Allegiance:** Recited.

**Approval of Agenda:** Lacey Harris moved to approve the agenda. There was no discussion and the vote in favor was considered unanimous.

**Approval of Meeting Minutes from August 9, 2017 meeting:** The minutes were not available due to a computer failure. It is anticipated that they will be available at the October meeting.

**Treasurer's Report:** The report was presented by Treasurer Cindy Michaelson.

#### Board Reports:

**Gaming:** Ariel Cannon reported that A letter was sent to Big Valley Bingo expressing our interest in becoming a Permittee for Big Valley. Ak Entertainment will begin Fights in October, and we anticipate our relationship for Split the Pot will continue.

**Community Safety:** Safety Chair Larry Michaelson deferred to Fire Chief Fairchild on the problems caused by the recent winds.

**Parks & Recreation:** Laurie Brenner-Hansen reported that the Trail Committee is working on the issues associated with the blocking of access to the Little Su and Visnaw Trails.

**Education:** Cally Leader is working on Education programs that include swim lessons and other assistance to area schools.

**Council Coordinator:** Tim Swezey reported that containers for bar-b-que ashes were installed as well as a road sign warning of "Sharp Curve" ahead.

**President:** President Patti Fisher reported that the Parks Highway work should be completed by Oct 31<sup>st</sup>, including the bridge. The new lanes between Church and Pittman will be opening soon.

**Presentation:** Mike Campfield and Brad Swortz of the MSB's Capital Projects Department gave an update on the Seldon Road Extension. Eighty-five percent of the right away for the Extension has been acquired, and the Borough is planning on including the road in a Bond package for the 2018 election.

Steve Kari of Stantec presented an Access Management plan for the Extension. The Capital Projects Department is requesting that the Council send a resolution approving the Management Plan to the Borough. President Fisher said the plan and Resolution would be posted on the MLCC website and brought up for vote at the October meeting.

Mr. Swortz presented a draft Resolution for consideration by the Council supporting the completion of the

## Meeting Minutes September 13, 2017

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Seldon Road Extension west to Pittman Road.

**Old Business:** None

**New Business:** None

**Agency Reports:** Chief John Fairchild: The Chief reported that the area was lucky in that no fires were started during the recent wind storm. A power lines was down on the ground for an hour and a half. The Fire Services staff continues to work in the schools on fire prevention education, and has recently begun working with home school students. CO2 alarms are available from the Fire Station. The construction of Station 73 is on schedule, with a Grand Opening most likely in January. The chief said there will be a blinking light in front of the station.

**Persons to be Heard:**

Cally Leader reported that the truck traffic along Beverly Lake has increased. Several residents had reported the dangerous speeding to the Troopers. Both Cally and Carol Tillis reported that they had not seen signs of Trooper patrolling.

Eugene Haberman commented on the timing of the Transportation Advisory Board's meetings.

**Other Comments:**

Wayne Latourneau commented on the extensive vandalism in the area and wants the Council to do something about it as a Community. Carol Tillis suggested the use of Neighborhood Watch, and Cindy Michaelson reported on the Next Door group that was form in her neighborhood. Sherri Rusher supported what Cindy said about the Next Door program, and Maria Victoria spoke on her call to 911 regarding a robbery on her property. Otto Feather said that the solution to the problem was stronger enforcement by the judges and prosecutors. Larry Michaelson said that the Council does not endorse any vigilante activity, and advocated a neighborhood watch and the use of a phone tree to alert neighbors when there is a problem. Richard Canelli commented on the Roundabout on Bogart.

**Next Meeting:**

Motion made by Terry Boyle and seconded by Lacey Harris to hold the next Council meeting on October 11, at 7pm, at Senior Housing on Kim Dr. The membership approved the motion.

**Adjournment:**

The meeting was adjourned at 8:35pm.

  
Janet Henkel, Secretary      Date 10/11/17

  
Patricia Fisher, President      Date 10/11/17



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OCT 09 2017

CLERKS OFFICE

Meeting Minutes  
September 7<sup>th</sup>, 2017 7:00pm  
Upper Susitna Senior & Community Center

- I. Establish Quorum – Donna Dearman, Buddy Giddens, Herman Thompson, Sheena Fort, Bill Stearns & Kelly Thomas
- II. Call Meeting to Order – 7:00pm
- III. Pledge of Allegiance
- IV. Approval of Meeting Agenda as Amended
  - a. Motion by Herman Thompson
  - b. 2<sup>nd</sup> by Buddy Giddens
  - c. Unanimous
- V. Approval of Meeting August 3<sup>rd</sup> 2017 Minutes
  - a. Motion by Herman Thompson
  - b. 2<sup>nd</sup> by Buddy Giddens
  - c. Unanimous
- VI. Treasurer's Report
  - a. Checking Account – \$4771.94
  - b. Savings Account – \$224.95
- VII. Persons to be Heard (suggested 5 minutes each) - N/A
- VIII. Correspondence
  - a. Marijuana Cultivation Facility
    - i. Motion by Herman Thompson for board not to comment.
    - ii. 2<sup>nd</sup> by Bill Stearns
    - iii. Unanimous
- IX. Committee and Governmental Reports
  - a. Road Service Areas (15 & 29) – Bill Stearns
    - i. Working on grading, inspecting roads and clearing brush.
  - b. Borough Assembly Update – Randal Kowalke
    - i. School Board Meeting on Tues. Sept. 12<sup>th</sup> at 6:00pm.
    - ii. Still working on moving forward with the Sunshine Creek Improvements.
  - c. Grant Expenditure Committee -
    - i. Received MOA from Borough.
    - ii. Need to have an authorized board member sign and notarized the MOA Letter.



1. Motion by Bill Stearns authorizing Herman Thompson to sign and notarized the MOA letter.
  2. 2<sup>nd</sup> Buddy Giddens
  3. Unanimous
- d. Bylaws Committee – N/A
- e. Ways & Means Committee – N/A
- f. Cemetery Committee – Tabled until Dec. 2017
- g. Election Committee – Chair Donna Dearman.
- i. Candidate applications are available on the website.
  - ii. Elections has been posted on community boards & KTNA.
  - iii. Need to find voting box.
  - iv. Meet the candidates on Thursday Oct. 5<sup>th</sup>.
  - v. Elections will be held on Thursday Nov. 2<sup>nd</sup> from 6-8pm at the Upper Susitna Community Center.
  - vi. The following persons have shared that they are interested in running for the board.
    1. Regular board Members - Buddy Giddens, Dona Marie Malhiot-Laubhan & Sheena Fort.
    2. Alternate Members - Bill Stearns & Kelly Thomas.
- X. Old Business
- a. Secretary position still open.
  - b. Trailer has had no interest.
  - c. File Cabinet still need one.
    - i. Bill Stearns will still get us one.
    - ii. Received a box of papers from Robert Coleman.
  - d. **Student Advisory Board Members (honorary position).**
    - i. Mrs. Lisa Shelby was very receptive to the concept and has one student Dalton Pinard whom is interested and will attend next board meeting.
    - ii. Kerry Walter will see if there are any homeschooler students who would be interested in becoming an honorary student board member.
  - e. **Caswell Boundary Issue -**
    - i. Commenting deadline has past.
- XI. New Business
- a. New Location for posting agenda in Caswell area.



- i. Sheep Creek has agreed to allow us to post our agenda.
- ii. Move box from Caswell Store to Sheep Creek.
- iii. Dona Marie Malhiot-Laubhan will post the agenda at Caswell fire hall.
- iv. Need to make a By-Laws Change (pg. 14) on locations of where agendas & announcements are displayed.

XII. Adjournment – 7:52pm

*T. M. W. Little* 10/5/2017  
PRESIDENT  
*Hermey B. Thompson* 10/5/2017

Talkeetna Community Council, Inc.  
The Regular Monthly Meeting of the TCCI  
Tuesday, September 5, 2017 at the Talkeetna Community Library  
Draft Minutes

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OCT 10 2017

CLERKS OFFICE

1. call to order, 7:02pm

Quorum established – Jeff Lebeque, Mary Farina, Paul Button, Christie Seay, Chris Grabowski, Peg Vos

Ed O'Conner not present

2. Christie Seay will take the minutes

3. Approval of agenda

Draft Agenda amended by Jeff Lebeque

remove 13. c.

Chris G moved to approve the amended agenda, Peg V seconded.

All in favor

4. Approval of minutes - approved

Chris G moved to approve. Mary Farina seconded

all in favor

5. Treasurer's Report – Christie Seay

6. Out of town guests: Paul Farnsworth, Tim Sullivan – Alaska Railroad

Spoke about AKRR clearing land and moving operations to East Talkeetna starting this fall

7. Correspondence: Paul Button summarized last month's correspondence

8. Announcements

a. Invitation to the Mat-Su Transportation Fair

9. Person's to be heard

a. Mike Stoltz - made a statement

b. Jane Steere – read borough correspondence regarding sewer system

c. Eugene Carl Haberman – made a statement

10. Committee/Board Reports

a. nominating committee – Whitney Wolfe gave a report

b. policies and procedures – Paul Button gave a report

Chris Grabowski left the meeting (8:44pm)– still have a quorum

c. TPAC – John Strassenburg gave a report

d. Recycling – Cici Schoenberger gave a report

11. Unfinished business – none

12. New Business

a. Accept and Close Nominations for TCCI Board Seats

Mary F made a motion, Christie S seconded  
all in favor

b. Establish Site of Election and Procedures for early voting  
2 weeks prior to election at the library

c. Letter of Support for SCHC

Paul B motioned, Peg Vos seconded  
unanimous vote

Jeff L will write the letter

d. letter to borough of concerns for railroad land clearing

Christie S motioned to write a letter to the borough regarding the flood permit submitted by  
the Alaska railroad

Paul B seconded

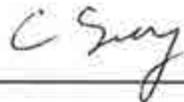
all in favor, motion passes

13. Adjourn

Mary F motioned, Jeff L seconded

all in favor

Approved by \_\_\_\_\_



Attested to \_\_\_\_\_

