

**MATANUSKA-SUSITNA BOROUGH
AGRICULTURE ADVISORY BOARD**

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NOV 27 2017

CLERK'S OFFICE

Chairman - Norman Harris (05)	Dick Zobel (02)	Ken Peltier (06)	Jon Olsen (10)
Vice Chair - James Skinner (09)	Kenneth Marsh (03)	Derylee "Lee" Hecimovich (07)	Erik "Moe" Johnson (11)
Bruce Bush (01)	Jenny VanderWeele (04)	Donald Brainard (08)	Braden VanderWeele (12)

MINUTES

**REGULAR MEETING
DSJ BUILDING ASSEMBLY CHAMBERS**

**September 20, 2017
4:30 P.M.**

I. CALL TO ORDER, ROLL CALL

Mr. Skinner called the meeting to order at 4:30 p.m

- A. Members present and establishing a quorum were:
Dr. Norman Harris – teleconference, James Skinner – Acting Chair, Dick Zobel, Jenny VanderWeele, Derylee Hecimovich, Jon Olsen, Erik Johnson, and Braden VanderWeele.
- B. Members Absent: Bruce Bush, Kenneth Marsh, Ken Peltier, Donald Brainard,
- C. Members Absent and Excused:
- D. Vacant Positions: None
- E. Staff Present: Eric Phillips, Community Development Director, Tracy McDaniel, Asset Manager, Deborah Selman, Department Administrative Specialist

II. APPROVAL OF AGENDA; PLEDGE OF ALLEGIANCE

GENERAL CONSENT: Agenda approved without objection.

Mr Skinner led the Pledge of Allegiance.

III. MINUTES OF PRECEEDING MEETING

- A. May 17, 2017

Accepted as presented.

IV. AUDIENCE PARTICIPATION (Limit to 3 minutes)

None.

V. ITEMS OF BUSINESS

- A. Staff Report

Ms. McDaniel introduced herself to the board and stated her prior borough experience, positions, and history with the borough and prior real estate experience.

- B. Correspondence

- 1. James Skinner, Bio-solids – Understanding the Risks

Mr. Skinner discussed his correspondence on Bio-solids.

- Stated that he spoke with some people in Santa Barbara, California dealing with waste materials and bio-solids, they treated their waste water and farmers would pick up and deliver it to folks to use for their gardens. Then they had other grape growers and other people from other businesses who would gather it up and put it in their products.
- Commented that the trees give off leaves that's a bio-solid, part of ecology and the eco system, the bugs give off bio-solids, and the frogs and the fish they give off their part.
- Explained a conversation with a pharmacist about how a body assimilates aspirin and different drugs.
- Stated that bio-solids is a natural part of occurring in our society and our ecosystem.
- Ms. VanderWheele inquired on the Borough Assembly's decision on bio-solids. Ms. McDaniel deferred to Mr. Phillips. She stated she had talked to Mike Campfield who is working on the septic and leachate board, but he did say that the Assembly did put a ban on bio-solids and right now we're in a moratorium or a ban on it.
- Mr. Johnson explained the moratorium passed there was a carve out to allow the City of Palmer to place their waste water stuff in the lagoons upon that land that's outside the City of Palmer but it's a fenced in area, not a public assessable area, they can continue to put it there. If you already have an active permit that was the issue for concern, for the next three years they can place their bio-solids there until their permit expires and then technically there shouldn't be anything new unless the Assembly takes more action.
- Mr. Skinner asked if it was Class C and Class B both, on that ban from the borough.
- Mr. Olsen stated that the ordinance read bio-solids it didn't specify A, B or anything else, so he's assuming it's all bio-solid that fall under that category.
- Mr. Skinner stated that takes care of bio-solids for three years. He asked if they'd have that plan in operation for three years, he told them if they are concerned with bio-solids we need a water system so bio-

solids are safe to use for agricultural and that we are the disadvantage in Alaska, all of the fertilizer in Alaska has to be brought in from the lower 48 on a barge and everybody has to take their cut out of it and by the time they get done with it the farmer gets it, costs him a whole lot of money and we can't really compete with it in the lower 48 and those who use these things for their farms, even though they sell it to us for half the price, we have to pay for Alaskan grown so we have to find a way how to get some kind of a method, I know it's not your responsibility, we have to get some brains put together and find ideas how to cut the cost of operations for farmers. We have fuel now over almost \$3.00 a gallon for fuel.

- Mr. Olsen asked if it was the Planning Commission's responsibility to create the study of bio-solids for eventual ok.
- Mr. Skinner said it sounded like a good idea.
- Ms. McDaniel stated her understanding was it was the Planning Commission's responsibility since it has to do with the clean water act. She also stated that Mike Campfield will be visiting Minnesota around the end of October. He is visiting septic and leachate facility in Minnesota and a waste energy facility in Wisconsin to see what their processes are and apparently HDR is doing a study as we speak to explore the different costs for the waste energy to burn the bio-solids or landfill disposal or bio-solids the energy portion of it for burning land fill disposal or bio-solids. And she asked him when he has that report and returns from his trip if he would come speak to the board and provide a copy of his report. He offered to report to the Ag Board on his findings when he returns.
- Mr. Olsen asked if the process relates to our new plant here.
- Ms. McDaniel said yes, because of the new plant they are trying to explore what to do with the waste.
- Ms. VanderWheele commented for the record that several of us on the board spoke against the application of bio-solids at the borough Assembly meeting for various reasons. All of us had similar reasons but some of us offered some different ones, that she hadn't even

thought of before reasons and that they are all good. She thinks what it boils down to is we don't have enough information and there has never been a study done in Alaska. We can look at all of the studies done in the lower 48 very different conditions than you would have in Alaska as far as bio-solids breaking down in the soils, however long that would take and I think that I just want it to go on records that I am absolutely against any application to any land that's in the borough until an extensive and longitudinal study is done so assure that it would be safe in any way.

- Ms. VanderWheele motioned to table this discussion on bio-solids until the Planning Commission comes out with a new study.
- Mr. Skinner asked if anyone wanted to second that.
- Ms. Hecimovich 2nd the motion.
- Mr. Skinner asked if there was any question or comment on that and he wondered if it was immaterial since the borough already set that aside for three years.
- Mr. Zobel stated that that's where we are is there is a lot of stuff going on in the background as far as the intent of the Assembly was to create a facility to take care of that so he agreed with the previous comments that why are we still talking about this when the Assembly has already taken the action until this comes back to us in some form we've already been through this at the district of Wasilla and at least with this board it's been almost two and so he thought that the tabling action is very appropriate at this time and it's happening all over the world so I would just say that it's been tabled and he called for the question.
- Mr. Skinner called for the question on tabling; he didn't know if it had to be voted on.
- Mr. Skinner called for any more discussion seeing none Mr. Skinner called for the vote. Motion approved unanimously.

2. Memorandum – Ag Brochure

Ms. McDaniel discussed the use of the Ag Brochure as a good tool for the public to use when researching loans for Ag lands. She also stated that she

would like to use this document as a handout for future Ag Sales. The board agreed.

C. Future Goals for the Board

- Ms. McDaniel discussed the need to review the Ag Board Resolutions and prior work completed by the board to assist in her understanding of the board's intent and requested a work session to review the Reso's and changes to the Land and Resource Management's Policy and Procedure Manual (PPM's).
- Mr. Phillips discussed future goals for the Ag board and what other items they'd like to address. The board would like public involvement and Mr. Phillips suggested several forms of public outreach, open house meetings, public survey, and other outreach methods.
- Ms. Hecimovich agreed that the board needs to reach out to ag groups and seek their involvement.
- Mr. Olsen suggested the board work on their Mission and Vision Statement.
- Mr. Zobel commented that he'd like to have the local farmer's market groups participate. He suggested we focus on outreach to those groups.

D. Meeting Schedule – Meeting monthly or quarterly

- Mr. Phillips inquired if the board would like to continue to meet monthly or quarterly.
- Mr. Skinner commented that he preferred monthly meetings over quarterly meetings as too much time is loss in between. The board agreed that they prefer monthly meetings.

VI. MEMBER COMMENTS (Note: Limit to 3 minutes)

Dr. Norman Harris, - disconnected teleconference call prior to member comments.

Erik Johnson deferred his time to Mr. Wells. Mr. Wells requested that the board consider making Ag Board Resolution 17-04 retroactive to current Ag land owners. He would like to participate on grower's and farmer's issues, discussed keeping Ag land for Ag use yet being flexible to owners and appreciated the board's openness to new possibilities.

Jon Olsen suggested a work session for the board's Mission and Vision Statement with three (3) board members and staff.

Jenny VanderWheele commented on how much she enjoyed the 4-H Livestock Auction and appreciated the community's involvement at the fair this year and what a positive experience it was for the kids.

Dick Zobel stated it was good to see folks back and encouraged the board to convene.

James Skinner concluded final comments.

VII. NEXT MEETING

A. October 18, 2017, 4:30 pm

VIII. ADJOURNMENT

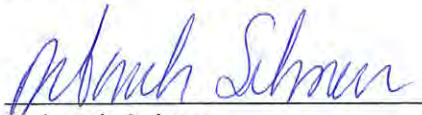
Mr. Skinner adjourned the meeting at 5:35 p.m.

AGRICULTURE ADVISORY BOARD



Norman Rex Harris, Chairman

ATTEST:



Deborah Selman,
Department Administrative Specialist

NOV 27 2017

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MATANUSKA-SUSITNA BOROUGH AGRICULTURE ADVISORY BOARD

Chairman - Norman Harris (05)	Dick Zobel (02)	Ken Peltier (06)	Jon Olsen (10)
Vice Chair - James Skinner (09)	Kenneth Marsh (03)	Derylee "Lee" Hecimovich (07)	Erik "Moe" Johnson (11)
Bruce Bush (01)	Jenny VanderWeele (04)	Donald Brainard (08)	Braden VanderWeele (12)

MINUTES

**SPECIAL MEETING
DSJ BUILDING ASSEMBLY CHAMBERS**

**OCTOBER 18, 2017
4:30 P.M.**

I. CALL TO ORDER; ROLL CALL

Mr. Skinner called the meeting to order at 4:34 p.m.

Chairman - Norman Harris (05)	Absent & Excused	Dick Zobel (02)	Absent
Vice Chair - James Skinner (09)	Present	Kenneth Marsh (03)	Absent
Bruce Bush (01)	Present	Jenny VanderWeele (04)	Present

Ken Peltier (06)	Absent	Jon Olsen (10)	Present
Derylee "Lee" Hecimovich (07)	Present	Erik "Moe" Johnson (11)	Absent & Excused
Donald Brainard (08)	Present	Braden VanderWeele (12)	Present

Staff present; Eric Phillips, CD Director, Tracy McDaniel, Asset Manager, Deborah Selman, CD Dept. Admin. Specialist

II. APPROVAL OF AGENDA; PLEDGE OF ALLEGIANCE

GENERAL CONSENT: Agenda approved without objection.

Mr. Skinner led the Pledge of Allegiance.

III. AUDIENCE PARTICIPATION (Limit to 3 minutes)

None

IV. APPROVAL OF MINUTES

A. September 20, 2017

Mr. Olsen motioned to approve, Ms. VanderWeele second, Mr. Skinner recommended changes. Motion failed.

V. ITEMS OF BUSINESS

A. Mission and Vision Statement

Ms. VanderWeele submitted a revised Mission and Vision Statement.

Ms. Hecimovich commented that it looked good.

Mr. Skinner asked if it covered everything. Discussion ensued.

Board made edits.

Mr. Brainard motioned to accept with edits, Mr. Olsen second, passed unanimously.

B. Policy and Procedure Manual, Part 5, Agricultural Land Sales Rewrite

- Ms. McDaniel discussed Policy and Procedure Manual (PPM's) rewrite. She reviewed drafts of work accomplished so far and made suggestions to the board.
- Discussion on 2.1 Classification, A.1, staff recommended removing #1, board agreed to remove.
- Discussion on 3.1 Sale Notice, board agreed with staff revisions.
- Discussion on 4.1, B.2, Purchaser Qualification, discussed financing.
- Due to time limits staff requested jumping to 8.1, Subdivision and Sale. Staff discussed several issues with this rewrite and discussed with the board.
- Board and staff agreed to continue discussion at the January meeting.

VI. MEMBER COMMENTS (Note: Limit to 3 minutes)

No member comments as one board member had to leave at 5:30 pm and we had to adjourn.

VII. NEXT MEETING

A. November 15, 2017, 4:30 pm

VIII. ADJOURNMENT

Mr. Skinner adjourned the meeting at 5:30 p.m.

AGRICULTURE ADVISORY BOARD


Norman Rex Harris, Chairman

ATTEST:



Deborah Selman,
Department Administrative Specialist

December 4, 2017

To: Matanuska-Susitna Borough Planning Department

Attn: Aviation Planner, Mr. Chris Cole

Through: Matanuska-Susitna Borough Clerk

From: Matanuska-Susitna Borough Aviation Advisory Board

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CLERKS OFFICE

Subject: Recommended Items for Research and Investigation to Support Airport Sponsorship Transfer Discussions with the State of Alaska DOT/PF.

The attached worksheet is forwarded from the Aviation Advisory Board to the Planning Department as a recommendation for information gathering in preparation for joint discussion with the State of Alaska DOT/PF on the subject of airport sponsorship transfer to the Mat-Su Borough of several "road-system" State owned airports located within the Mat-Su Borough.

This document was drafted by the Chair of the AAB and amended to its current form at the AAB meeting on November 9, 2017. Neither the Worksheet nor the AAB Letter represent in any manner a determination or recommendation for or against any sponsorship transfer. Such determination or recommendation should come from an appropriate public process which would allow the citizens of the Mat-Su Borough to participate and assist in said determination.

We are hopeful that the Mat-Su staff will find this worksheet useful. It is not intended to be all inclusive, as we recognize that the Mat-Su Borough may have additional items of interest in pursuing this sponsorship discussion.



December 4, 2017

David R. Palmer, Chair

Date

Mat-Su Aviation Advisory Board

Recommended items to be considered in evaluating change of airport sponsorship.

1

1. Airport Operations:

Based aircraft – number and type – impacts of change and continuity.

Runway dimensions, surface, and weight bearing capacity.

Lease lots and lease holders – types of lease arrangements.

Traffic counts/trends

IFR/VFR

Passenger enplanements/terminal

Cargo/temp storage capability

Transient tie-downs

Instrument arrival/departure procedures

FBOs

Fuels – types/availability – current fuel sales tax structure.

Financial report

2. Airport Maintenance capability and sustainability:

Condition of airport – runways/taxiways, ramps, airport non-movement areas, lighting systems, on-field nav aids, communications, weather sensors, deferred projects.

Supporting/maintenance equipment – dedicated or shared use airport/roads – garaged on site or off-site?

Snow removal/fire suppression.

Security fencing/projects/law enforcement agreements.

Financial Report.

3. Community:

2

Open issues/community perception-acceptance – meeting local needs?

Surrounding infrastructure – commercial power, roads, surface access, multimode options, medical services availability.

Unique local needs – example: TKA flight seeing and Denali/Ruth Glacier services.

Economic impacts – jobs, etc.

Local government structure.

4. Service Network (other airports)

Hubbed services, scheduled flights, direct government services involvement such as National Park Service at TKA.

5. Regulatory/Administrative

Airport Master Plan – revisions/currency.

NPIAS/AIP – Federally obligated.

LOAs/MOUs.

Compatible Community Development status/activities.

6. Airspace

FSS/ARTCC – services, procedures, agreements

7. Other Resources:

<https://www.faa.gov/airports/aip/>

https://www.faa.gov/airports/aip/bc_analysis/

https://www.faa.gov/airports/aip/grant_histories/lookup/

Caswell Fire Service Area Board of Supervisors Minutes
August 9, 2017

The regular meeting of the Caswell Fire Service Area Board of Supervisors was called to order at 6:37 pm, Caswell Station 13-1, Willow, Alaska.

Board of Supervisors in attendance: Chairperson, Cheryl Newsome, and Board Members Larry Cline and Ken Eggleston. Roll was called, a quorum was present, due notice had been published.

Also present: Rich Boothby, Chief, Caswell Fire Department; Randall Kowalke, Assemblyman District 7; Linda Cline, Board Secretary.

APPROVAL OF AGENDA

MOTION: Chairperson, Cheryl Newsome moved to approve the agenda, Ken Eggleston seconded the motion.

MINUTES OF PRECEEDING MEETING

Minutes of the July 12, 2017 meeting were reviewed. Two corrections were noted on page 2, paragraph 1. The first sentence should read:

"Legislation to move money from the Reserve Fund to Balance Fund must be introduced to the Assembly at one meeting and heard at a following meeting which will not be held until August 1st."

The second sentence, \$80,000 should be corrected to read: "brought \$85,000 forward in the Balance Fund"...

MOTION: Larry Cline moved to accept the minutes with the above noted corrections, Ken Eggleston seconded the motion.

PERSONS TO BE HEARD

None

UNFINISHED BUSINESS

None

AGENDA TRACKING REPORT

- A) Search for replacement fire engine. Rich Boothby reported- Grubstake Auction handling the auction for the 4-Wheel Drive, 2004 KME Engine being retired by the Anchorage Fire Department extended the date of the auction to August 19 and then to mid-September. The exact date of the auction has yet to

Caswell Fire Service Area Board of Supervisors Minutes
August 9, 2017

OTHER BUSINESS

None

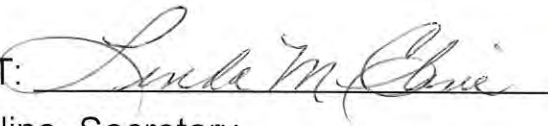
BOARD COMMENTS

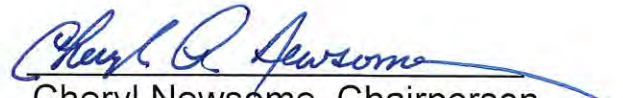
Next Board of Supervisors Meeting will be Wednesday, November 8, 2017 at 6:30pm, Caswell Fire Station, 19631 E. Deep Woods Way, Hidden Hills, Willow, Alaska.

ADJOURNMENT

Meeting adjourned at 7:40 pm.

ATTEST:


Linda Cline, Secretary


Cheryl Newsome, Chairperson

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

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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

MINUTES

REGULAR MEETING Lower Level Conference Room

October 23, 2017
6:00 P.M.

- I. CALL TO ORDER
Meeting called to order by Mr. Palmer at 6:00 P.M.
- II. ROLL CALL – DETERMINATION OF QUORUM
 - A. Members present: David Palmer, Scott Lapiene, Stuart Leidner, Ed Strabel, Amy O'Connor, Roy Wahl, Kenny Barber
Members Absent: Sonya Walden
Members Absent and Excused: Cindy Bettine, George Brown, Tom Phillips
 - B. Staff Present: Hugh Leslie, Recreation Services Manager
Jill Irsik, CD Admin Spec.
- III. APPROVAL OF AGENDA
MOTION: Mr. Strabel moved, Mr. Barber 2nd.
MOTION: Mr. Palmer moved to add Positions on Board under New Business. Mr. Barber 2nd. All in favor of adding item under New Business. Agenda approved as amended.
- IV. PLEDGE OF ALLEGIANCE
Mr. Palmer led the Pledge of Allegiance.
- V. MINUTES OF PRECEDING MEETING
 - A. August 28, 2017
MOTION: Mr. Leidner moved, Mr. Barber 2nd. Minutes approved as written.
- VI. BOROUGH STAFF REPORTS
Mr. Leslie reported:
 - Brett Ice Arena
 - Renovations go out for bid tomorrow. Looking to secure a contractor by end of calendar year.
 - Ice will go out in March, and the rink should be back up and running by September.
 - On budget for the renovations
 - Pools
 - Public meeting last week. Very vocal group unhappy with the current pool drawings. Architect is working on incorporating some of the changes that the public would like to see.

- Mat- River Campground
 - RV campers increased over last year. Thank-you notes from campers came flooding in this season.
- Project Plastic / Online reservations
 - Most facilities are now taking credit cards, and you can now buy your daily and annual parking pass on line. Next up is taking reservation online for pavilions and ballfields.
 - Electronic pay kiosks will be installed at four trailheads
- GRPA
 - Gate – MEA will not install this winter. 2 bids came in, winning bid was \$19,700.
 - Chalet – New contractor - Lifetime Adventures. Will be approved November 7th.
- Jim Creek
 - Campground is at 95%. Need to complete fencing. Dirtworks did an impressive job.
 - Campground will be open Spring of 2018
 - Park Shop – slab has been poured, but not much else. Job needs to be done by January 3rd.
- Enforcement – asking board for a resolution in support for enforcement powers.
- 2018 Parking Passes go on sale December 1
- Bond updates
 - Staff will talk with Ms. Cameron regarding work being done on the Plumley-Maud Trail.
 - Staff will discuss with Capital Projects the Wasilla Creek Headwaters trail and the issue regarding a temporary ban on motorized use
 - Staff will get more information regarding the Brasil Springs Trail, and whether or not future road projects will impact the trail.

VII. PERSONS TO BE HEARD / AUDIENCE PARTICIPATION
None

VIII. UNFINISHED BUSINESS

A. Alaska LNG project <http://ak-lng.com>

MOTION: Mr. Leidner moved to have this item taken off the agenda until there was something the board could act on. Suggested having Mr. Palmer report on it during Member Comments. Mr. Barber 2nd. All in favor.

B. Bed Tax discussion

- Tabled November 27th meeting

IX. PUBLIC NOTICES

- MSB007290 – Lease for Office Space – comments due 9/22/17
 - Mr. Leslie had no issues with this lease. The Board is in favor of the Borough going ahead with this lease.
- MSB007242 – Easement – comments due 10/11/2017
 - No action taken by the board
- GPRA Southern Sub-Unit Development Plan – comments due 10/12/17

- Mr. Wahl had some suggestions for ADA accessibility. Spoke with staff regarding this issue, they suggested nominating ADA accessible trails as a CIP project.

MOTION: Mr. Lapiene moved that the GPRA plan be modified to include some form of ADA accessible trail system. Mr. Leidner 2nd. All in favor.

- MSB007293 – Sale – Little Su Campground – comments due 10/30/17
MOTION: Mr. Lapiene moved to recommend that the Borough retain ownership of these properties. Mr. Barber 2nd. Mr. Leidner would like to know what the City of Houston has planned for these properties. All in favor.

X. NEW BUSINESS

A. PRTAB Reso 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.

MOTION: Mr. Lapiene moved, Mr. Leidner 2nd. All in favor.

B. Generally Allowed Uses on Borough Owned Land

- Ms. O'Connor would like to see a draft of the Jim Creek Campground rules at the November 27th meeting.
- Board would like to see enforcement as a New Business item on the agenda for the November 27th meeting.

C. Board Positions vacant

- Mr. Palmer asked for clarification of possible upcoming board vacancies.

XI. VOLUNTEER NOMINATIONS

None

XII. CORRESPONDENCE

None

XIII. MEMBER COMMENTS

- Mr. Strabel:
 - On the past two weekends the Mat-Su Ski Club did 283.25 hours of trail clearing on the new trail loops. Dry weather helped to make them skiable for this season.
 - Few incidents at GPRA – two different times came across what he suspected were kids smoking dope in the parking lot, also 2 women camped on road to the Chalet. Had campfire and everything. Told them that they couldn't camp there and to put the campfire out, and called the Troopers. Women left first thing the next morning.
- Ms. O'Connor:
 - November 8th & 9th is the Salmon Symposium. The Symposium is holding a salmon storytelling event and is looking for storytellers.

XIV. NEXT MEETING

- A. Next regularly scheduled meeting is November 27, 2017, Lower Level Conference Room, DSJ Building, Palmer.

XV. ADJOURNMENT

Mr. Palmer adjourned the meeting at 8:02 p.m.



David Palmer - Chairperson

ATTEST:



Jill Irsik, Comm. Div. Admin. Specialist

The regular meeting of the Matanuska-Susitna Borough Planning Commission was held on October 23, 2017, at the Matanuska-Susitna Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 6:01 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. Vern Rauchenstein, Assembly District #7

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Planning Commission members absent and excused were:

Mr. Stafford Glashan, Assembly District #6

Staff in attendance:

Ms. Eileen Probasco, Planning & Land Use Director
Mr. Alex Strawn, Development Services Manager
Ms. Jessica Smith, Planning Services Manager
Ms. Shannon Bodolay, Assistant Borough Attorney
Mr. Fred Wagner, Platting Officer
Ms. Sandra Swanger-Jensen, Planner II
Ms. Taunnie Boothby, 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. Alex Strawn, a member of Planning staff.

IV. CONSENT AGENDA

A. Minutes

1. October 9, 2017, regular meeting minutes

A. INTRODUCTION FOR PUBLIC HEARING: QUASI-JUDICIAL MATTERS

1. **Resolution 17-46**, a Conditional Use Permit (CUP) in accordance with MSB 17.60 – Conditional Uses; allowing the operation of a Marijuana Cultivation Facility, located at 2301 S. Knik Goose Bay Road, Suite 2 (Tax ID# 1005000L00W-1); within Township 17

- North, Range 1 West, Section 17, Seward Meridian. Public Hearing: November 6, 2017. (*Applicant: Charles Oman dba The Happy Harvest Company, Staff: Mark Whisenhunt*)
2. **Resolution 17-47**, a Conditional Use Permit (CUP) in accordance with MSB 17.60 – Conditional Uses; allowing the operation of a Marijuana Cultivation Facility, located at 7596 W. Carmel Road, (Tax ID# 16N02W04A006); within Township 16 North, Range 2 West, Section 4, Seward Meridian. Public Hearing: November 6, 2017. (*Applicant: Amilee Pasco, dba Grass Frontier Farms, Staff: Mark Whisenhunt*)
 3. **Resolution 17-48**, a Conditional Use Permit (CUP) in accordance with MSB 17.60 – Conditional Uses; allowing the amendment of the operation of a Marijuana Cultivation Facility, located at 4603 N. Pittman Road (Tax ID# 18N02W24D001); within Township 18 North, Range 2 West, Section 24, Seward Meridian. Public Hearing: November 6, 2017. (*Applicant: Brad Bartlett, on the behalf of Denali Dispensaries, LLC, Staff: Mark Whisenhunt*)
- B. INTRODUCTION FOR PUBLIC HEARING: LEGISLATIVE MATTERS
1. **Resolution 17-44**, recommending Assembly approval of an ordinance amending the Applicability of MSB 17.60, Conditional Uses, to exempt junkyard/refuse permitting requirements within the Port MacKenzie Special Land Use District. Public Hearing: November 6, 2017. (*Staff: Jessica Smith*)
 2. **Resolution 17-45**, recommending Assembly approval of an ordinance amending MSB 17.30.020, Conditional Use Permit for Earth Material Extraction Activities (Applicability), to exclude the CUP requirement within the boundaries of the MSB Central Landfill. Public Hearing: November 6, 2017. (*Staff: Jessica Smith*)

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 6:06 p.m., and resumed 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 17-49**, a request under MSB 17.65 Variance, for a variance from the 75-foot shoreline setback requirement, and 25-foot right-of-way setback requirement to allow an existing cabin to remain 37.1-feet from the ordinary high water mark of Willow Creek and 2.1-feet from W. Willow Fishhook Road, 19805 W. Willow Fishhook Road; (Tax ID#19N04W01B006), Lot B6, Friday Homestead Subdivision within Township 19 North, Range 4 West, Section 1, Seward Meridian; (*Applicant: Randy and Joan Friday, 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.

Commissioners questioned staff regarding:

- clarification of the chronology of the building starting in 1994; and
- whether the borough will have any liability should this variance be granted.

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

Mr. Randy Friday stated that he had nothing further to add, but is available to answer questions.

Commissioners questioned the Mr. Friday about what prompted him to pursue a variance at this time.

Chair Vague opened the public hearing.

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

MOTION: Commissioner Rauchenstein moved to approve Resolution 17-49. The motion was seconded.

Commissioner Rauchenstein and Elder spoke in favor of this resolution.

VOTE: The main motion passed without objection.

X. PUBLIC HEARING LEGISLATIVE MATTERS

A. **Resolution 17-51**, recommending Assembly approval of changes to Title 43, Subdivisions, concerning flag lots. (*Staff: Eileen Probasco and Fred Wagner*)

Chair Vague read the resolution title into the record.

Mr. Fred Wagner and Ms. Eileen Probasco provided a staff report:

- staff recommended approval of the resolution.

Commissioners questioned staff regarding utility easements and flag lots.

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 Anderson moved to approve Resolution 17-51. The motion was seconded.

Commissioners Anderson and Healy spoke in favor of the resolution.

VOTE: The main motion passed without objection.

B. **Resolution 17-53**, recommending Assembly adoption of the Chase Comprehensive Plan. (*Staff: Taunnie Boothby*)

Chair Vague read the resolution title into the record.

Ms. Jessica Smith provided a staff report:

- staff recommended approval of the resolution.

Commissioner Anderson cautioned against allowing a community to implement an abbreviated process for approving a comprehensive plan if the purpose is to exclude some members of the community.

Chair Vague opened the public hearing.

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

MOTION: Commissioner Rauchenstein moved to approve Resolution 17-53. The motion was seconded.

Discussion ensued regarding the benefits of an abbreviated process versus a full comprehensive plan update.

Chair Vague requested that the next time the Chase Comprehensive Plan is reviewed; it should undergo a full review.

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. 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. Brodigan reminded the Commission about the Joint Assembly/PC meeting scheduled for 6:00 p.m. tomorrow night.

Commissioner Chesbro stated that she learned what “carrying out” means tonight.

Commissioner Elder:

- stated that he was pleased that the commission received the appropriate amount of information for the Chase Comprehensive Plan and wasn’t inundated with unnecessary information; and
- noted that there are only about 200 people for such a large area.

Chair Vague thanked staff for doing an excellent job.

Ms. Jessica Smith:

- stated that the Planning Division has all new Planners who will be introduced tomorrow night at the joint meeting;
- our new Transportation Planner arrives on November 1st and will be introduced at an upcoming PC meeting;
- the Alaska State Chapter of the American Planning Association (APA) Annual Conference is scheduled for November 12 – 14th;
- thanked commissioners for taking time on an upcoming Sunday to attend the APA Planning Commissioner training; and
- stated that Ms. Probasco is working on updating the Borough's Strategic Plan.

XVI. ADJOURNMENT

The regular meeting adjourned at 6:59 p.m.



COLLEEN VAGUE, Planning Commission
Chair

ATTEST:



MARY BRODIGAN, Planning Commission
Clerk

Minutes approved: December 4, 2017

The regular meeting of the Matanuska-Susitna Borough Planning Commission was held on November 6, 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, Vice Chair
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:

Mr. Alex Strawn, Development Services Manager
Ms. Jessica Smith, Planning Services Manager
Ms. Shannon Bodolay, Assistant Borough Attorney
Mr. Mark Whisenhunt, Planner II
Ms. Sandra Swanger-Jensen, Planner II
Mr. Benjamin Coleman, Transportation 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. Benjamin Coleman, a member of MSB Planning staff.

IV. CONSENT AGENDA

A. Minutes

1. October 23, 2017, regular meeting minutes

(The October 23, 2017, regular meeting minutes were not available.)

A. INTRODUCTION FOR PUBLIC HEARING: QUASI-JUDICIAL MATTERS

1. **Resolution 17-50**, a Conditional Use Permit in accordance with MSB 17.30 – Conditional Use Permit (CUP) for Earth Materials Extraction Activities, for the extraction of approximately 3,000,000 cubic yards of earth material from a 31.5-acre parcel, located at 21252 W. Susitna Parkway; within Township 16 North, Range 4 West, Section 3, Parcel

- A5, (Tax ID# 16N04W03A005), Seward Meridian. Public Hearing: December 4, 2017. (*Applicant: Isaac Pearson, on behalf of Purinton Products, LLC, Staff: Mark Whisenhunt*)
2. **Resolution 17-52**, a Conditional Use Permit in accordance with MSB 17.60 – Conditional Uses; following the operation of a Marijuana Cultivation Facility, located at 25930 E. Knik River Road; within Township 16 North, Range 3 East, Section 24, (Tax ID# 1842B01L007), Seward Meridian. Public Hearing: December 4, 2017. (*Applicant: Craig Reich, Jr., dba Knik Glacier Gardens, Staff: Mark Whisenhunt*)

B. INTRODUCTION FOR PUBLIC HEARING: LEGISLATIVE MATTERS

1. **Resolution 17-55**, recommending Assembly approval of establishing a Nonconforming Use section within MSB 17.29 and modifying MSB 17.80 by eliminating reference to Nonconforming Uses in Flood Hazard Areas. Public Hearing: December 4, 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 as amended without objection.

V. COMMITTEE REPORTS

(There were no committee reports.)

VI. AGENCY/STAFF REPORTS

Ms. Jessica Smith, Planning Services Manager, introduced Mr. Benjamin Coleman, Transportation Planner II, and the newest Planning Division staff member.

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 6:06 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 17-46**, a Conditional Use Permit (CUP) in accordance with MSB 17.60 – Conditional Uses; allowing the operation of a Marijuana Cultivation Facility, located at 2301 S. Knik Goose Bay Road, Suite 2 (Tax ID# 1005000L00W-1); within Township 17 North, Range 1 West, Section 17, Seward Meridian. (*Applicant: Charles Oman dba The Happy Harvest Company, 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 the applicant has legal and full access to the property;
- MSB 17.60.150(C) page 294 of the packet and clarification of how separation distances are measured;
- clarification of the definition of a Marijuana Cultivation Facility and how it relates to setbacks;
- topography of the access;
- clarification of the Church's access as pictured on page 204 of the packet and whether the fence is blocking access to the easement; and
- clarification of who owns the fence.

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

Mr. Charles Oman stated that he has nothing further to add, but is available for questions.

Commissioners questioned the applicant regarding:

- clarification of how much of the structure will be utilized for cultivation, and what will be done with the vacant space;
- how product will be transferred to retail businesses;
- clarification of door security;
- whether the applicant has adhered to all of the regulations regarding school facilities;
- the number of employees that will be on the premises;
- clarification that measures are in place to reduce negative affects upon adjacent properties as stated in Conclusions of Law number six on page 281 of the packet; and
- how is the applicant currently accessing the property since it appears that the church has blocked the access with a fence.

Mr. Steve Kretschek, property owner, responded to questions regarding access:

- stated that he is in constant communication with Mr. Milton Parker, a Deacon at the church, and is not aware of any issues;
- noted that both parcels were initially owned by the same property owner;
- the previous property owner sold the other parcel to the church, thus requiring an easement for the existing driveway to travel through their parcel;
- DOT issued a driveway permit for the driveway;
- stated that DOT has informed him that as part of the KGB widening plan, there will be a new driveway dead center down the property line;
- the new driveway will branch off to both parcels giving the church two access points into their property; and
- stated that as of two weeks ago, the church told him that they don't have an issue with the driveway and was not pursuing any action.

Chair Vague opened the public hearing.

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

MOTION: Commissioner Healy moved to approve Resolution 17-46. The motion was seconded.

Mr. Mark Whisenhunt addressed questions regarding the intended use of Unit #2.

Commissioner Healy spoke in favor of Resolution 17-46.

MOTION: Commissioner Glashan moved a primary amendment to add a condition number 7 to read: "The area within Unit #2 that has been walled-off for the purpose of meeting the minimum 100-foot setback requirement, shall not be used in any way which relates to the permitted marijuana cultivation facility." The motion was seconded.

VOTE: The primary amendment passed without objection.

Commissioner Glashan spoke regarding ongoing concerns with legal access to this property.

MOTION: Commissioner Glashan moved a primary amendment to add a condition number 8 to read: "Prior to operating, a copy of a driveway permit or easement will be provided to the Borough Development Services Division. The owner/operator shall obtain legal access to the parcel through a documented easement or DOT driveway permit. If driveway construction is needed, it must be completed by June 30, 2018." The motion was seconded.

Discussion ensued regarding whether or not the amendment was necessary.

VOTE: The primary amendment passed with Commissioners Healy and Chesbro in opposition.

VOTE: The main motion passed as amended without objection.

B. **Resolution 17-47**, a Conditional Use Permit (CUP) in accordance with MSB 17.60 – Conditional Uses; allowing the operation of a Marijuana Cultivation Facility, located at 7596 W. Carmel Road, (Tax ID# 16N02W04A006); within Township 16 North, Range 2 West, Section 4, Seward Meridian. (*Applicant: Amilee Pasco, dba Grass Frontier Farms, 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 when the driveway was installed and whether there has been any maintenance or access issues; and
- whether the facility is sharing a driveway with the residence.

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

Ms. Amilee Pasco and Mr. Anthony Mann stated that they had nothing additional to add, but were available for questions.

Commissioners questioned the applicants regarding:

- whether there is a potential for problems with guests or children accessing the facility given the close proximity of the residence;
- clarification of plans for distribution of product;
- status of the DEC Wastewater Application; and
- clarification of the process for reverse osmosis.

Chair Vague opened the public hearing.

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

MOTION: Commissioner Healy moved to approve Resolution 17-47. The motion was seconded.

Commissioner Anderson requested clarification of the driveway permit application and status.

VOTE: The main motion passed without objection.

- A. **Resolution 17-48**, a Conditional Use Permit (CUP) in accordance with MSB 17.60 – Conditional Uses; allowing the amendment of the operation of a Marijuana Cultivation Facility, located at 4603 N. Pittman Road (Tax ID# 18N02W24D001); within Township 18 North, Range 2 West, Section 24, Seward Meridian. (*Applicant: Brad Bartlett, on the behalf of Denali Dispensaries, 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 process for getting the floor plan approved by the State Fire Marshalls office;
- location of parking and fencing; and
- what happened to the plan for a mezzanine.

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

Mr. Bradley Bartlett and Branden Bartlett stated that they have nothing further to add, but were available for questions.

Commissioners questioned the applicants regarding:

- how it is that they are expanding the building and yet will have a smaller square footage;
- why they no longer have plans for a mezzanine;
- clarification of the status of the fire code approval; and
- whether they are currently in compliance with fire codes.

Chair Vague opened the public hearing.

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

MOTION: Commissioner Chesbro moved to approve Resolution 17-48. The motion was seconded.

VOTE: The main motion passed without objection.

X. PUBLIC HEARING LEGISLATIVE MATTERS

A. **Resolution 17-44**, recommending approval of an ordinance amending MSB 17.60 to exempt the requirements for a Junk and Trash Conditional Use Permit within the Point MacKenzie Special Land Use District. (*Staff: Jessica Smith*)

Chair Vague read the resolution title into the record.

Ms. Jessica Smith and Mr. Alex Strawn provided a staff report:

- staff recommended postponement of this item.

Commissioners questioned staff regarding:

- whether the current buffer area could potentially become a residential area in the future;
- whether the public's ability to be notified and to comment will be eliminated if the amendment to this ordinance passes; and
- why the resolution title does not match the body of the resolution.

Discussion ensued regarding concerns that the body of the resolution doesn't match the title of the resolution.

Mr. Strawn recommended that a new resolution be introduced at a later date with a title that is more explicit and includes all permits under MSB 17.60, Conditional Uses.

Chair Vague opened the public hearing.

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

Discussion ensued regarding voting the resolution down and requesting that staff introduce a new resolution in which the title of the resolution matches the body and intent of the resolution.

MOTION: Commissioner Chesbro moved to approve Resolution 17-44. The motion was seconded.

Ms. Shannon Bodolay, Assistant Borough Attorney:

- stated her concerns that this resolution is in violation of the OMA since the title of the resolution does not match the body or the intent of the resolution;
- acknowledged that everyone is comfortable that this needs to be resolved; and
- suggested that the commission should not take action on this resolution.

WITHDRAWN: Commissioner Chesbro moved to withdraw her motion.

There was no objection noted.

MOTION: Commissioner Chesbro moved to table Resolution 17-44. The motion was seconded.

Commissioner Healy requested that staff reintroduce this item at a later date with more consistent language.

VOTE: The motion to table Resolution 17-44 passed without objection.

- B. **Resolution 17-45**, recommending Assembly approval of an ordinance amending the applicability of MSB 17.30.020, Conditional Use Permit for Earth Material Extraction Activities (Applicability), to exclude the CUP requirement within boundaries of the MSB Central Landfill. (*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 that adoption of this amendment to the ordinance will in effect limit public notification and participation;
- whether all of the earth material within the boundaries of the Central Landfill is acceptable to excavate;
- will it be developed according to the sequencing plan;
- whether the current IMD designation will remain in place;
- whether the current IMD can be expanded; and
- what is the longest time period that a Planning Commission has issued a CUP.

Chair Vague opened the public hearing.

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

Discussion ensued regarding:

- the PC not being comfortable with approving a CUP for 80 years;
- a CUP was granted to MSB Public Works for what they needed and within less than a year they wanted more;
- MSB Public Works is asking to be exempt from the same public CUP process that everyone else must adhere to;
- approving this amendment will eliminate public notification, comment, and the ability to set conditions;
- there needs to be protection for the public; and

- whether expanding the current IMD will meet the needs of the borough and protect the public the process.

MOTION: Commissioner Rauchenstein moved to approve Resolution 17-45. The motion was seconded.

Commissioner Glashan stated that he would like to see the non-code portion of the Interim Materials District apply to future gravel operations within the Central Landfill boundaries without the need for a Conditional Use Permit.

MOTION: Commissioner Glashan moved a primary amendment to add a THEREFORE, BE IT FURTHER RESOLVED statement to read: "The Planning Commission recommends that the Assembly adopt non-code requirements for operations similar to the Interim Materials District requirements."

Mr. Strawn suggested that it would be better to expand the boundary of the IMD to encompass the entire landfill and then the non-code portion will apply.

WITHDRAWN: Commissioner Glashan withdrew his motion.

There was no objection noted.

Discussion ensued regarding:

- expanding the boundaries of the current IMD; and
- voting down Resolution 17-45 and drafting a new resolution communicating to the Assembly the Planning Commission's recommendation.

VOTE: The main motion failed with Commissioner Glashan in favor.

Commissioner Rauchenstein stated his support for requesting that the Assembly expand the boundaries of the IMD to encompass the entire Central Landfill.

The Planning Commission requested that Mr. Strawn draft a resolution recommending Assembly denial of an ordinance amending MSB 17.30.020, excluding the CUP requirements within the Central Landfill, for commission's consideration.

(The meeting recessed at 8:31 p.m., and reconvened at 8:48 p.m.)

1. **Resolution 17-57**, recommending Assembly denial of an ordinance amending MSB 17.30.020, Conditional Use Permit for earth material extraction activities (applicability), to exclude the CUP requirement within the boundaries of the MSB Central Landfill and recommending the Assembly expand the current Central Landfill IMD Boundary.

Discussion ensued regarding notification of the proposed IMD expansion to neighboring parcels within ½ mile of the Central Landfill boundary.

MOTION: Commissioner Rauchenstein moved to approve Resolution 17-57. 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. Chromebook Introduction and Distribution. *(Staff: Alex Strawn and Stafford Glashan)*

Mr. Strawn and Commissioner Glashan provided a brief overview of the Google Chromebook and answered Commissioners questions.

[Clerk's note: Planning Commissioners were issued Chromebook laptops for reviewing packets electronically, saving paper, printing costs, and postage.]

B. Upcoming Planning Commission Agenda Items

(Commission Business was presented and no comments were noted.)

XV. DIRECTOR AND COMMISSIONER COMMENTS

Mr. Ben Coleman spoke in favor of Google Share.

Ms. Mary Brodigan reminded the commission of the Special Meeting scheduled for Thursday, November 9th at 6:00 p.m. in the Assembly Chambers.

Commissioner Glashan:

- stated that it has been about a year since the Commission started hearing application requests for marijuana related facilities; and
- suggested that perhaps it's time to take a step back and look at what could be better defined and improved in order to streamline the process.

Commissioner Anderson:

- stated her agreement with Commissioner Glashan and that she will be speaking with staff regarding her suggestions;

- noted that she has another commitment and will not be attending the December 4th meeting; and
- wished everyone a Happy Thanksgiving.

Chair Vague:

- noted that this has been one of the longest meetings that they have had since she has been the Chair;
- opined that the discussion was fruitful and interesting;
- appreciates the diverging views as it brings out the best in everyone;
- acknowledged the amazing job that staff does noting that they work very hard on limited time and resources; and
- stated her appreciation for the hard work.

XVI. ADJOURNMENT

The regular meeting adjourned at 9:13 p.m.



COLLEEN VAGUE, Planning Commission
Chair

ATTEST:



MARY BRODIGAN, Planning Commission
Clerk

Minutes approved: December 4, 2017

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By: Mark Whisenhunt
Introduced: November 6, 2017
Public Hearing: December 4, 2017
Action: Approved

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 17-52**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION APPROVING A CONDITIONAL USE PERMIT FOR THE OPERATION OF A MARIJUANA CULTIVATION FACILITY AT 25930 EAST KNIK RIVER ROAD, LOCATED WITHIN TOWNSHIP 16 NORTH, RANGE 3 EAST, SECTION 24; TAX ID# 1842B01L007, SEWARD MERIDIAN.

WHEREAS, an application has been received from Craig E. Reich, Jr., dba Knik Glacier Gardens for a conditional use permit for the operation of a marijuana cultivation facility at 25930 E. Knik River Road, located within Township 16 North, Range 3 East, Section 24; Tax ID# 1842B01L007, Seward Meridian; and

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

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

WHEREAS, the proposed conditional use operation is wholly contained within the 1,216 square foot structure; and

WHEREAS, access is made onto Knik River Road via an existing gated driveway over 450 feet long; and

WHEREAS, the existing structure is set back approximately 653 feet from the section line easement to the west, 140 feet from the north side lot line, 139 feet from the south side lot line, and 178 feet from the Knik River Road right-of-way; and

WHEREAS, the Knik River Road right-of-way abuts the parcel to the east. The vast expanse of the Knik River valley is to the north and east. The Chugach Mountains are to the west and south. These areas are undeveloped and typically owned by State or Federal agencies, or native corporations; and

WHEREAS, the subject parcel is a part of a subdivision known as Shelby Subdivision, which consists of ten lots. Most of the subdivision is to the west, with one 10-acre parcel abutting to the south. Lot sizes range from two to 30 acres in size. A mix of both vacant and residential structures make up the subdivision. This is also true for a subdivision located further south; and

WHEREAS, the closest residential structure is over 600 feet away; and

WHEREAS, the subject structure was built in 2005 for residential use; and

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

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

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

WHEREAS, according to the application material, no business signs will be located at the site or visible from off site; and

WHEREAS, the closest school (Butte Elementary) is approximately 38,800 feet away from the proposed use; and

WHEREAS, consumption of marijuana is prohibited at the site; and

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

WHEREAS, after proper notification to the State of Alaska Alcohol & Marijuana Control Office; all marijuana products deemed unusable will be mixed into compostable material, sealed in a container, and disposed of at the Borough landfill; and

WHEREAS, all of the required site plans and operational information have been provided by the applicant; and

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

WHEREAS, the air ducting from each room will be fitted with carbon filters to remove marijuana odors; and

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

WHEREAS, according to the application material, no business signs will be located at the site or visible from off site; and

WHEREAS, on September 14, 2017 the State of Alaska Marijuana Control Board voted to approve the Knik Glacier Gardens Cultivation Facility, License # 13374 with delegation; and

WHEREAS, a copy of the delegated approval for the Knik Glacier Gardens Cultivation Facility, License # 13374 has been provided; and

WHEREAS, on October 10, 2017 the State of Alaska Fire Marshal determined the proposed use is compliant with all applicable fire code; and

WHEREAS, a copy of the State of Alaska Fire Marshal's determination has been provided; and

WHEREAS, according to the application material, plants will be hand-watered resulting in no wastewater or water runoff; and

WHEREAS, according to a memorandum by the State Marijuana Control Board Director, Erika McConnell, dated August 29, 2017, the proposed use is compliant with ADEC regulations; and

WHEREAS, according to the application material, nutrients, cleaning supplies, and natural pesticides will be stored within the facility; and

WHEREAS, according to the application material, nutrients, cleaning supplies, and natural pesticides will be stored according to each manufacturer's recommendations; and

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

WHEREAS, the Planning Commission conducted a public hearing on December 4, 2017 on this matter.

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 17-52:

1. The proposed use, with conditions, will not detract from the value, character and integrity of the surrounding area (MSB 17.60.100(B)(1)).
2. The proposed use will not be harmful to the public health, safety, convenience and welfare (MSB 17.60.100(B)(2)).
3. Sufficient setbacks, lot area, buffers or other safeguards are being provided (MSB 17.60.100(B)(3)).

4. The applicant has met all of the requirements of this chapter (MSB 17.60.100(B)(4)).
5. The proposed use will not negatively affect other properties due to factors such as noise and odor (MSB 17.60.150(A)(1)).
6. Measures are in place to reduce negative affects upon adjacent properties (MSB 17.60.150(A)(2)(a-c)).
7. The proposed use is compatible with the character of the surrounding area (MSB 17.60.150(A)(3)).
8. The proposed use is more than 1,000 feet away from any school grounds (MSB 17.60.150(B)(1)).
9. The applicant has provided documentation demonstrating all applicable licenses pertaining to 3 AAC 306.005 have been obtained (MSB 17.60.150(D)(1)).
10. The applicant has provided documentation demonstrating the proposed use is in full compliance with all applicable fire code (MSB 17.60.150(D)(2)).
11. The wastewater and waste material disposal plan demonstrates compliance with the Alaska State Department of Environmental Conservation (MSB 17.60.160(A)).
12. The odor mitigation plan demonstrates mitigation measures will prevent odors from materially impacting adjoining properties (MSB 17.60.160(B)).

13. Storage of nutrients, natural pesticides, and cleaners will comply with all local, state, and federal laws (MSB 17.60.160(C)).
14. A security plan which includes education for employees on security measures has been provided (MSB 17.60.160(D)).
15. The proposed use meets the minimum setback requirements for marijuana cultivation facilities (MSB 17.60.160(E)).

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

1. The owner and/or operator shall comply with all applicable state and local regulations.
2. All aspects of the operation shall comply with the description detailed in the application material and with the conditions of this permit. An amendment to the Conditional Use Permit shall be required prior to any expansion of the conditional use.
3. Borough staff shall be permitted to enter premises subject to this permit to monitor compliance with permit requirements. Such access will at minimum, be allowed on demand when activity is occurring, and/or

with prior verbal or written notice, and/or at other times as necessary to monitor compliance. Denial of access to Borough staff shall be a violation of this Conditional Use Permit.

4. The applicant shall provide a copy of the approved ADOT Driveway Permit to the MSB Development Services Division, by November 7, 2018.

ADOPTED by the Matanuska-Susitna Borough Planning Commission this 4th day of December, 2017.


COLLEEN VAGUE, Chair

ATTEST


MARY BRODIGAN, Planning Clerk
(SEAL)

YES: *Vague, Healy, Chuskro, Elder, Glasman, and Rauchensteiner*
NO:

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By: Taunnie Boothby
Introduced: November 6, 2017
Public Hearing: December 4, 2017
Action: Approved

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 17-55**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION RECOMMENDING APPROVAL OF ORDINANCE SERIAL NO. 17-142 ESTABLISHING A NONCONFORMING USE SECTION WITHIN MSB 17.29 AND MODIFYING MSB 17.80 BY ELIMINATING REFERENCE TO NONCONFORMING USES IN FLOOD HAZARD AREAS.

WHEREAS, the Matanuska-Susitna is a participating community in the National Flood Insurance Program (NFIP); and

WHEREAS, an overall goal of the NFIP is to promote the public health, safety, and welfare by adopting methods of development for the Special Flood Hazard Areas; and

WHEREAS, the Matanuska-Susitna Borough adopted the first Flood Insurance Rate Map (FIRM) effective May 1, 1985; and

WHEREAS, FEMA updated portions of the FIRMs effective March 17, 2011; and

WHEREAS, the MSB recently adopted a two-foot freeboard standard for all new, substantially damaged, and substantially improved structures; and

WHEREAS, modifications to the maps and standards create structures which were built legally at the time of construction but which were made nonconforming by adoption of subsequent ordinances or maps; and

WHEREAS, 44 Code of Federal Regulations 60.3 recognizes structures built prior to the effective FIRM as pre-FIRM unless substantially Damaged or substantially improved; and

WHEREAS, MSB 17.29 does not have a Preexisting legal nonconforming status; and

WHEREAS, MSB 17.80 currently does not allow structures built in the Special Flood Hazard Area (SFHA) to have Preexisting legal nonconforming status exemption.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby recommends approval of an ordinance establishing a nonconforming use section within MSB 17.29 and modifying MSB 17.80 by eliminating reference to nonconforming uses in flood hazard areas.

ADOPTED by the Matanuska-Susitna Borough Planning Commission this 4th day of December, 2017.



COLLEEN VAGUE, Chair

ATTEST



MARY BRODIGAN, Planning Clerk

(SEAL)

YES: *Vague, Healy, Chesbro, Elder, Stashenko, and*
NO: *Rauchert*

The regular meeting of the Matanuska-Susitna Borough Platting Board was held on October 19, 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. Gregory Pugh, District #3
Mr. Jordan Rausa, District #4 (Vice Chair)
Mr. Dennis Vau Dell, District #5 - Late
Mr. Patrick Johnson, District #6 - Late
Mr. George Thompson, District #7
Mr. Marty Van Diest, Alternate #1

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Platting Board member excused or absent:

None

Staff in attendance:

Mr. Fred Wagner, Platting Officer
Ms. Sloan Von Gunten, Administrative Specialist
Ms. Amy Otto-Buchanan, Platting Technician
Ms. Cheryl Scott, Platting Technician

B. THE PLEDGE OF ALLEGIANCE

- The pledge of allegiance was led by Gregory Pugh.

C. APPROVAL OF THE AGENDA

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

GENERAL CONSENT: The agenda was approved without objections.

2. APPROVAL OF MINUTES

Chair Jay Van Diest inquired if there were any changes to the minutes for September 21, 2017.

GENERAL CONSENT: The minutes for September 21, 2017 were approved without objection.

PRESENTATION:

- Presentation by Land and Resource Management Department.

3. UNFINISHED BUSINESS

None

4. PUBLIC HEARINGS

A. NEEDHAM HOMESTEAD

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

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

- Stated that 99 public hearing notices were mailed out on September 28, 2017.

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

- Gave an overview of the case, #2017-113.

Chair Jay Van Diest

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

Michelle Bos

- Asked the board a question on the LID regarding the water system. The chair let Michelle Bos know that she will need to talk to the Assessment department regarding her question on LID's.

Chair Jay Van Diest

- Closed the public hearing.

Gary LoRusso (Petitioner's Representative) and Curt Holler (Engineer)

- Gave a brief background on the property.
- Agrees with all the recommendations.

Mr. Vau Dell and Mr. Johnson arrived at the platting board meeting.

MOTION:

- Rausa moved to approve the preliminary plat for Needham Homestead, with the variance from MSB 43.20.060(C). The motion was seconded by Pugh. Modify finding #3 and Add #12.

FINDINGS:

- Modify #3: No objections and one concern was received from the public in response to the Notice of Public Hearing.
- Add #12: One comment was received from Jamie Taylor with the Department of Public Works concerning creation of a flag lot through a wetland.

VOTE:

- The motion passed with all in favor. There are 12 findings.

TIME: 1:51 P.M.

CD: 0:50:37

B. STONE CREEK PH 6

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

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

- Stated that 67 public hearing notices were mailed out on September 28, 2017.

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

- Gave an overview of the case, #2017-114.

Chair Jay Van Diest

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

Gary LoRusso (Petitioner's Representative) and Curt Holler (Engineer)

- Gave handouts to the clerk for the board.
- Clarified the access on the property and traffic count.

MOTION:

- Johnson moved to approve the preliminary plat for Stone Creek Phase 6. The motion was seconded by Anderson. Add finding #11.

DISCUSSION:

- Discussion on adding a finding on traffic count.
- Discussion on code, development, and roadway access.
- Discussion on postponing the case to another meeting date.

FINDINGS:

- Add #11: Department of Public Works, Operation and Maintenance note that Sandstone Drive should not be allowed to evolve into a collector road.

VOTE:

- The motion failed with 4 against (Vau Dell, Rausa, Thompson, Pugh) and 3 in favor (Johnson, Anderson, Van Diest). There are 7 findings for denial

TIME: 2:42 P.M.

CD: 1:40:38

BREAK

TIME: 2:55 P.M.

CD: 1:54:30

FINDINGS for DENIAL:

1. Concerned for safety during wildland interface incidents and traffic issues during an evacuation.
2. Would like to request the Borough's District Assembly Member to come to platting board

to discuss authoritative action for further development in the area until infrastructure is upgraded.

3. The intersection of Bogard Road and N. Engstrom Road needs to be addressed before further development happens.
4. The proposed subdivision has limited access to main roads.
5. A Residence in the area, feel that traffic congestion is causing a problem.
6. It was stated that only 20 lots would be developed but approval would allow the full development of the plan.
7. The Borough Department of Public Works Engineer, Jamie Taylor, stated very accurately and objectively that traffic along N. Engstrom Road has far exceeded the traffic volume, for which it is designed and constructed. The Platting Board needs the Assembly, DOT, and/or anyone else to weigh in and provide some projection for fixing this issue prior to any further development impacting this severe traffic issue.

TIME: 3:03 P.M.

CD: 2:02:34

C. MIDTOWN ESTATES PH II PLAT NOTE AMENDMENT

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

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

- Stated that 197 public hearing notices were mailed out on September 28, 2017.

Fred Wagner, Platting Officer, provided a staff report:

- Gave an overview of the case, #2017-109.

Chair Jay Van Diest

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

Brayden Gallagher

- Commented on the effects of a failed septic system.
- Concerned on the toxic gas & fumes coming from the failed system.

Rebecca Gallagher

- Talked about how their septic system failed on their lot.
- Concerned for failed septic systems and who will do the cleanup.

Dan Gallagher

- Thankful to the Mat-Su Borough in helping to change the plat note.
- Still a lot of Sewer Gas in the air, due to a failed septic.

Kori Chin

- Had an engineer come look at their property where the failed septic system is located on both their lot and the Gallagher's lot.
- Concerned on the cost of a replacement septic system.

- Agrees with the change to the plat note amendment.

Michael Chin

- Agrees with the change to the plat note amendment.
- Does not really know what the next step should be for their lot.

Chair Jay Van Diest

- Closed the public hearing.

MOTION:

- Vau Dell moved to approve the Midtown Estates Phase II Plat Note #6 Amendment. The motion was seconded by Pugh.

DISCUSSION:

- Discussion on what actions should be taken and the plat note amendment.

VOTE:

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

TIME: 3:55 P.M.

CD: 2:54:25

D. SETTLERS BAY #10

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

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

- Stated that 666 public hearing notices were mailed out on September 28, 2017.

Cheryl Scott, Platting Technician, provided a staff report:

- Gave an overview of the case, #2017-111.

Chair Jay Van Diest

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

Gary LoRusso

- Spoke to be on the record for this plat.

Kim Solliem

- Is purchasing Lot L-1D from the golf course to create a conservation lot.

The following person spoke regarding concerns on notification and mailings being post marked, the platting board meeting time, and the public process: Mr. Eugene Carl Haberman.

Chair Jay Van Diest

- Closed the public hearing.

Joy Cypra (Petitioner's Representative)

- Clarified what is being done to the different Lots.
- Agrees with all the recommendations.

MOTION:

- Rausa moved to approve the preliminary plat for Settlers Bay #10. The motion was seconded by Thompson. Add findings #13 and #14.

DISCUSSION:

- Discussion on the boundary lines written on the plat.

FINDINGS:

- Add #13: Anne & Robert Winckler, owners of Lot 26, Block 7, Settlers Bay #2 has no objections to this resubdivision.
- Add #14: James Clark, owner of Lot 7, Block 16, Settlers Bay #2 objects to the approval of this subdivision due to increased traffic.

VOTE:

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

TIME: 4:26 P.M.

CD: 3:25:42

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

The following person spoke regarding concerns about notifications and certification of borough elections: Mr. Eugene Carl Haberman.

8. ITEMS OF BUSINESS & MISCELLANEOUS

9. RECONSIDERATIONS/APPEALS

10. PLATTING STAFF & OFFICER COMMENTS

- There are 3 cases to be heard at the next Platting Board Meeting.
- The November 2, 2017 meeting will be held at the Animal Shelter.

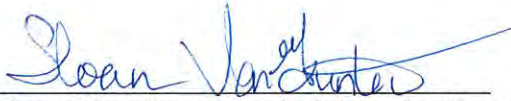
11. BOARD COMMENTS

- Vau Dell asked about contacting a person in platting using what phone number.
- Johnson greeted the new platting board member Mr. Thompson.
- Thompson thanked the board for greeting him.
- Pugh commented on the time the board meets, and our notification process.

12. ADJOURNMENT

- With no further business to come before the Platting Board, Chair Jay Van Diest adjourned the meeting at 4:38 p.m. (CD: 3:37:30)

Attest:



Sloan Von Gunten, Administrative Specialist


Jay Van Diest, Chair

MATANUSKA-SUSITNA BOROUGH
TRANSPORTATION ADVISORY BOARDREGULAR MEETING MINUTES
Wednesday, August 23, 2017

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

The regular meeting of the Matanuska-Susitna Borough Transportation Advisory Board was held on Wednesday, August 23, 2017, at the Matanuska-Susitna Borough Lower Level Conference Room, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 3:00 pm by Chair Mr. David Lundin.

Transportation Advisory Board members present and establishing a quorum were:

Mr. David Lundin
Mr. Dan Elliott
Ms. Beth Fread
Mr. Lance Wilson
Mr. Antonio Weese

Ms. Cindy Bettine was excused.

Staff and Agency Representatives in attendance were:

Ms. Jessica Smith, MSB Planning Services Manager
Mr. Christopher Cole, MSB Planner II
Mr. Kenny Kleewein, MSB GIS Specialist

II. APPROVAL OF TODAY'S AGENDA

MOTION: Ms. Beth Fread moved to approve; Mr. Dan Elliott seconded.

VOTE: Motion approved unanimously.

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mr. Lance Wilson.

IV. AUDIENCE INTRODUCTION

Mr. Bill Klebesadael, City of Wasilla, Deputy Public Works Director
Mr. Christopher Cole, MSB Planner II
Mr. Kenny Kleewein, MSB GIS Specialist

V. STAFF/AGENCY/BOARD REPORTS & PRESENTATIONS

A. Matanuska Susitna Borough

1. Staff (Ms. Jessica Smith)

Ms. Smith informed the board that the Long Range Transportation Plan (LRTP) was presented to the Planning Commission for Introduction and is scheduled for September 18th Planning Commission for Public Hearing and October for Assembly Introduction. The Regional Aviation System Plan (RASP) is scheduled for public hearing at the same time as LRTP. Still looking for Transportation Planner and Planner II. Finalizing work

plan for Planning Division. Scheduling for the upcoming year – once ordinance is completed we can set this up for a later date. Ordinance 17-043 was postponed until September 5th. Transportation Fair September 28th from 3 – 8pm Menard Center.

3. Public Works – No Representative
4. Boards & Commissions
 - a. Parks, Recreation & Trails Advisory Board (PRTAB)
No Representative
 - b. Road Service Areas (RSA)
Mr. Dan Elliott stated there was nothing to report – no meeting.
 - c. Aviation Advisory Board (AAB)
Mr. Chris Cole stated that Mr. LaRue and Ms. Rauf from DOT-Aviation provided an update on state projects; and Mr. Frank Kelly provided an update on Palmer airport.
Discussion amongst AAB regarding sales tax.

B. Valley Transit
No Representative

- C. Cities
1. Houston
Mr. Lance Wilson, Nothing to report.
 2. City of Palmer
No representative. Ms. Jessica Smith advised that Sandra Garley is retiring. Mr. Dave Meneses will be serving in the interim. Mr. Dave Lundin spoke about an article in the Frontiersman regarding happening in Palmer.
 3. City of Wasilla
Mr. Bill Klebesadael provided information on projects happening in the City of Wasilla.
 4. ADOT&PF
No representative – Ms. Jessica Smith gave an update that ADOT&PF is looking to receive those Surface Transportation Block Grants any day; she has a meeting with Allan to discuss next steps on DOT grant.

VI. AUDIENCE PARTICIPATION (*3 minutes per person*)
None.

VII. APPROVAL OF MINUTES
A. July 26, 2017

MOTION: Ms. Beth Fread moved to approve the minutes; Mr. Dan Elliott seconded.

VOTE: Motion approved unanimously.

VIII. ITEMS OF BUSINESS

- A. Mr. Chris Cole gave a presentation on the Regional Aviation System Plan Study, Phase II.
- B. Mr. Kenneth Kleewein, gave a presentation on the abilities of ARC/GIS.

IX. MEMBER COMMENTS

Mr. Antonio Weese: School is in its 2nd week. Four in-district for new drop off/pickups going well. Iditarod crosswalks still working with DOT – reader boards are up. Trunk Road – Great.

Ms. Beth Fread: Thanks to staff. Requested DOT&PF provide a presentation next meeting on new budget for State Capital Projects budget (DOT/STIP) that are approved for the Mat-Su Borough.

Mr. David Lundin: If there are any suggestions for the ordinance, please let the Assembly know.

X. NEXT MEETING:

September 27, 2017
3:00 – 5:00 PM
Lower Level Conference Room

XI. ADJOURNMENT

Meeting adjourned at 5:00 PM



Mr. David Lundin, Chair

12-05-17

Date

ATTEST:



Karol Riese, TAB Clerk

12-5-17

Date

MATANUSKA-SUSITNA BOROUGH
TRANSPORTATION ADVISORY BOARDREGULAR MEETING MINUTES
Wednesday, September 27, 2017

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

The regular meeting of the Matanuska-Susitna Borough Transportation Advisory Board was called to order at 3:03pm on Wednesday, September 27, 2017, in the Matanuska-Susitna Borough Lower Level Conference Room, 350 E. Dahlia Avenue, Palmer, Alaska.

Transportation Advisory Board members present and establishing a quorum were:

Mr. David Lundin
Mr. Dan Elliott
Mr. Lance Wilson
Mr. Antonio Weese
Ms. Cindy Bettine

Mr. Lundin advised that Beth Fread resigned and this will be discussed later in the meeting.

Staff and Agency Representatives in attendance were:

Ms. Graham, MSB Grants and Projects Manager
Ms. Karol Riese, MSB Planning Division Admin.
Ms. Jennifer Tew, Valley Transit
Mr. Allen Kemplen, DOT&PF

II. APPROVAL OF TODAY'S AGENDA

Agenda was approved without changes.

III. APPROVAL OF MINUTES

A. August 23, 2017 – Postponed to November 29, 2017 meeting

IV. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Ms. Bettine.

V. STAFF/AGENCY/BOARD REPORTS & PRESENTATIONS

A. Matanuska Susitna Borough

1. Staff (Ms. Graham)

Ms. Graham advised the board that the Long Range Transportation Plan (LRTP) is schedule for the Assembly for Public Hearing on November 7, 2017 and the Transportation Fair is September 28th from 3 – 7 pm at the Menard Center.

2. Capital Projects – No Representative

3. Public Works – No Representative

4. Boards & Commissions
 - a. Parks, Recreation & Trails Advisory Board (PRTAB)
 - b. Road Service Areas (RSA)
Mr. Elliott – No quorum – Nothing to report.
Ms. Bettine – No quorum – Nothing to report.
 - c. Aviation Advisory Board (AAB)
No Representative.

B. Valley Transit

Ms. Jennifer Tew stated that they have started working on the Human Service Coordination Plan (last updated 2011) and provided a description of what the plan will provide for the borough. Express the transit boards hopes that the borough would facilitate and that it would be completed within 6 months. (Ms. Graham advised that she would help facilitate). Ridership and fare revenue is up. Discussed commuter/fixed routes.

C. Cities

1. Houston
Mr. Lance Wilson, Nothing to report.
2. City of Palmer
No representative.
3. City of Wasilla
No representative.

Ms. Bettine requested that if we could ask the cities to send us a copy of the report that is put in the city council packet.

D. ADOT&PF

Mr. Kemplen presented a handout and discussed the evaluation criteria for Community Transportation Program of the Statewide Transportation Program. Mr. Kemplen recommended the board present nominations. Mr. Lundin asked Ms. Bettine if she would be willing to work with staff to make sure that, if they are going to nominate any projects, that they bring a draft resolution to the TAB at the November meeting. Mr. Lundin clarified that the TAB should be providing a resolution to the Assembly for or against staff's proposal. Ms. Bettine said yes. Ms. Pam Graham advised she is the lead contact.

VI. AUDIENCE PARTICIPATION (*3 minutes per person*)

Mr. Jarnet Lindamood – Eagle Scout – Working on badge.

VII. ITEMS OF BUSINESS

A. Board Organization Transition

Ms. Graham provided an understanding of the positions on the board and how everyone, with the exception of Mr. Antonio Weese, would need to reapply because the position titles have changed. Board Membership Applications were handed out. Discussion followed.

VIII. MEMBER COMMENTS

Mr. Dan Elliott: What Allen was talking about sounded like DOT is trying to figure out to use borough money other than State. Also, doing a bond package its always difficult because each assembly person wants something done in his/her district then sometimes something never happens in that district because something more important happens – that is just the way things are.

IX. NEXT MEETING:

November 29, 2017

3:00 – 5:00 PM

Lower Level Conference Room

X. ADJOURNMENT

Meeting adjourned at 4:20 PM



David Lundin, Chair

12-05-17

Date

ATTEST:



Karol Riese, TAB Clerk

12-5-17

Date

JOINT CENTRAL & WEST LAKES FSA BOARD OF SUPERVISORS MEETING

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

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DISTRICT 1:
Chair: D. Eller
Vice Chair: K. Slauson

DISTRICT 2:
Chair: W. Browne
Vice Chair: Rae Arno

October 9, 2017 – 7:00 p.m.

MEETING MINUTES

I. CALL TO ORDER

The meeting of the Central Mat-Su and West Lakes Fire Service Area Joint Board of Supervisors was called to order at 7:00 PM at the Central Mat-Su Public Safety Building (CMSPB) at 101 West Swanson Avenue, Wasilla, Alaska by Chairman Dave Eller on Monday, October 9, 2017.

II. ROLL CALL & DETERMINATION OF QUORUM

Board members present and establishing a quorum for Central Mat-Su FSA:

Dave Eller, Chair, Ken Slauson, Vice Chair, Brian Davis, Dan Tucker, and Jim Jameson.

Board members present and establishing a quorum for West Lakes FSA:

William Browne, Chair, Rae Arno, Vice Chair, Cathi Kramer, Steve Simpson, and Corwin Matthews.

Also present were: James Steele, Chief, Central Mat-Su Fire Department (CMSFD), Amy Bohmbach, Admin. Assistant, CMSFD, Max Sager, Engineer, CMSFD, Benny Cottle, Senior Technical Advisor, CMSFD, Ken Barkley, Deputy Fire Director, Department of Emergency Services (DES), John Fairchild, Chief, West Lakes Fire Department (WLFD), and Theresa Elliott, Admin. Assistant, WLFD.

III. PLEDGE OF ALLEGIANCE

Mr. Eller asked Mr. Slauson to lead the "Pledge of Allegiance."

IV. APPROVAL OF AGENDA

Mr. Tucker stated that he received an email from Fred Wagner, Matanuska-Susitna Borough Platting Officer, that he was sick and could not make the meeting. The amendment to the agenda is taking off the update on subdivision, roads, and platting under Unfinished Business.

MOTION: Mr. Slauson moved, Ms. Kramer seconded, to approve the Meeting Agenda as amended.

VOTE: The motion passed unanimously.

JOINT CENTRAL & WEST LAKES FSA BOARD OF SUPERVISORS MEETING

**Central Mat-Su PSB - Station 61
101 W. Swanson Avenue
Wasilla, Alaska 99654**

V. APPROVAL OF PRECEDING MEETING MINUTES

Central Mat-Su FSA

MOTION: Mr. Slauson moved, and Mr. Tucker seconded, to approved the September 11, 2017 Regular meeting minutes as amended.

VOTE: The motion passed unanimously.

West Lakes FSA

MOTION: Mr. Matthews moved, and Ms. Kramer seconded, to approve the August 14, 2017 Regular meeting minutes as written.

VOTE: The motion passed unanimously

VI. BOARD REPORTS / CORRESPONDENCE

Chief Steele stated that Governor Walker issued a proclamation that October is Fire Prevention month. There is some interesting statistics there on fires, fire deaths and causes during the calendar year of 2016.

Mr. Slauson stated that he gave Chairman, Mr. Eller, two paper documents that he received from the Planning Division and emailed the rest. Mr. Eller stated that he doesn't think there is anything that needs to be taken care of right now.

VII. UNFINISHED BUSINESS

A) ~~Fred Wagner Update Subdivisions/Road/Platting~~

VIII. AGENDA TRACKING REPORT

Central Mat-Su FSA

Tracking Report – New Station 62 – Training Facility

Chief Steele stated that on September 14 - the working group met and put together suggestions regarding the building. Our vendor, Burkhart-Croft had several people in attendance, myself, John Beebe, Captain, CMSFD, Randy Newcomb, Battalion Chief, CMSFD, and Jeff Walden, Project Manager, MSB. All the suggestions will be included in the next draft of the site plan for the new facility. That same day it came to our attention through Burkhart-Croft, that there was a meeting with the State of Alaska Department of

JOINT CENTRAL & WEST LAKES FSA BOARD OF SUPERVISORS MEETING

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

Transportation (DOT) that was set up. There is also a new Project Manager for the KGB Road Project. The new Project Manager has never seen the existing site plan and didn't even know about what was discussed with all of the previous Project Managers. As a result of a few public comments, they were considering. Changing the intersection at Vine and KGB into a four-way lighted intersection instead of maintaining it basically as a three-way without a southbound entrance or exit. They had changed their entire scope in addressing our property. It meant that they were proposing to come through the main parking area. Our leach field would be gone. All because she didn't have the site plan. As a result of the conversation, she decided that she was going to drop their plans. The site plan that was handed out is the site plan that they are going to use. The DOT will be going back to their last drawing that we had looked at and they are not going to move the road and take part of our property in front of the station. The four-way intersection at Vine and KGB is off the table.

Now that the site plan is set, we are going to focus on hiring contract manager for the general contractor that will be assuming working with the Borough and developing the RFP and going out for solicitation for the general contractor. It moving right along. The building will be coming in at roughly 40,000 square feet. We did change around the training tower westward a little bit. There is over 100 parking spaces in the area. The training pad did move a little into the parking lot. The current tower can be moved and will be part of the contract and will be the first phase. According to a couple of the contractors and Joanna from Burkhart-Croft, they have been in contact with the company that built the tower and said that they can move the tower. There will be three apparatus bays. The parking lot will be open; the entire property is already fenced. The public will be parking in the front building and there will be an overflow parking in front of the existing facility.

Service Response Calls

Chief Steele said there was a total of 235 calls in the month of September, including 49 fire related incidents, 14 building/structure fires, 7 vehicle fire, 1 brush/grass fire, 23 trash fires/construction, 2 cooking, 1 chimney fire, 41 emergency medical assists, 33 rescue, 40 dispatched and cancelled enroute, 6 carbon monoxide with actual carbon monoxide present, 7 gas leaks, and 8 electrical/down power line poles.

Fire Code Office

In the month of September, they had 10 Building inspections, 16 plan reviews, and 14 intakes of new plan reviews.

Fire Prevention

We have had 8 events (two actually at the station where kids coming over) and 6 community events. With just the 8 events we have had over 800 participants.

JOINT CENTRAL & WEST LAKES FSA BOARD OF SUPERVISORS MEETING

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

Specialty Trainings

Firefighter 1 class is continuing. There are 12 candidates from Central Mat- Su, 2 from Willow-Caswell, and 2 from Talkeetna.

Chief Steele stated that the two new positions that the board approved were introduced at the last Assembly meeting and those positions will be coming up for the Public Hearing on October 17.

Ms. Arno asked Chief Steele if he knows why the calls doubled in the last month. Chief Steele stated that August was lower than previous but this is still an increase from our normal average.

Chief Steele also stated that he has been working on the Capital Improvements projections for next fiscal year. The spreadsheet presented is the format that Department of Emergency Services uses. We try to project out at least five years. FY20-23 is putting projects on there so we know what is coming up in the future. Fiscal year 2018 is the budget we are in now. For fiscal year 2019 you will see a huge ticket item, to replace all of our SCBA. We are in a situation, that we have discussed previously, where we were trying to get some state funds to replace Borough wide SCBA and that hasn't come through for the last four years. It is not on the Borough priority list for the State and there is no for seeable money in the future to help with this. Mr. Slauson asked what is the chance of getting a SAFER grant to help with this. Chief Steele stated that most of our equipment is newer than what the grant will pay for. They are paying for older, units mostly from 2002 and 2007. They are granting money to departments that still have the old MMRs that we used years ago. For a couple of years the Grants have included a disqualifier, that if you have any 2007 they will not replace 2007 equipment. The latest step will get us in compliance with NFPA 1981. The ones that we have been ordering only meet NIOSH stamp of approval not NFPA approved. We meet OSHA but not NFPA. The \$2.1 million might go up because we just found out that we have more bottles but also this coming year we have 120 bottles that can no longer be hydro-tested, so we have to at least purchase 120 bottles. Good timing to save some money. The vendor is MSA (Mind Safety Appliances), the vendor that the Borough Fire Chiefs have approved. The vendor offered to cover for two years and outfit the Department with offset payments. This way we will change every apparatus and every pack that we have, they (MSA) does not have a buyback program but they do work for the Dalmatian Equipment and the MSA Rep will arrange a meeting where Dalmatian Equipment comes in and purchases equipment. Chief Steele's intent is to bring them on board and get some estimates on our inventory and give us a figure for purchasing all of our used equipment.

Mr. Slauson asked how West Lakes is doing this and Chief Fairchild stated they will be doing as a piece-mill approach because he doesn't have the fund balance that he needs. They are also in the same situation. We are starting to make the move within the next budget year.

JOINT CENTRAL & WEST LAKES FSA BOARD OF SUPERVISORS MEETING

**Central Mat-Su PSB - Station 61
101 W. Swanson Avenue
Wasilla, Alaska 99654**

Mr. Slauson asked while he was thinking about it, it has been a huge strength for both of us, to have interchangeable bottles and think that is important to continue to provide swapping bottles. We can swap them out when we get back to the stations. But tactically I think it is a great idea.

Chief Fairchild stated that you can put a 2216 bottle that we are using now on to a G1 air pack its length of time will be operated at was less and you cannot but a G1 bottle unto a 2216 pack, it is a safety feature. The new packs will be 4500 psi so the rescue rigs can fill our bottles but they can't take our bottles until they are fully changed over. West Lakes will not be able to take bottles until they are fully changed over.

On Rescue 61, we are planning to upgrade to a lighting and air unit. Rescue 65 already has the capacity to fill 4500 psi bottles, Station 51 does, and the new Station 62 will be able to. Station 66 can but has 5500 psi bottles and eventually will be taken off line because we don't need a new air compressor at each station. We will just maintain three or so. There is also an idea of getting an air trailer and will be a split cost from all of the Fire service areas.

Mr. Tucker asked has it ever been approached for DES to buy a rescue rig, which would be an air and light unit and will be moved around the Borough. Chief Steele stated that Rescue 65 was a AFG grant apparatus Central has always housed it and maintained it. This one responds to Haz Mat calls also.

Chief Steele stated that about three weeks ago, we actually took possession of a Crash, Fire, Rescue apparatus from JBER. It was actually passed through the State of Alaska and the State will maintain ownership for one year and then after it is ours. We can respond it but the State has the right to call it for major disaster for one year or even for wildland fires. Eventually, our plan is to work with City of Wasilla and get some space for it at the airport. This truck will be refurbished. We have four people that can drive it.

Mr. Slauson stated that he was approached by someone on the Planning Commission and their design to upgrade the Wasilla Airport and he said that ideally we would like to have 3-5 acres for a new station.

West Lakes FSA

Chief Fairchild handed out the proposed budget for the Fiscal year 2019 budget and Mr. Browne will be taking this up at the November meeting. He has been working on this budget for quite some time and wanted to give kudos to Layla and Cheyenne in the Finance Department, a breath of fresh air working with them this year.

The Puritan Annexation did not have enough signatures and does not know what is going to be the outcome until after the election is finalized. Assemblymember Mayfield was supposed to take it up in front of the Assembly because it was too close to having enough signatures. Mr. Barkley stated that he has received multiple phone calls regarding it. They were mostly unhappy residents they are blaming the

JOINT CENTRAL & WEST LAKES FSA BOARD OF SUPERVISORS MEETING

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

Firefighters and we don't control that. Chief Fairchild stated they aren't upset at the Fire Department; they just want to know how they can get in the annexation because they have worked so hard trying to get the annexation. They are talking to us to see what they can do.

Tracking Report – Station 73 and Fleet Maintenance

The main structure is complete, starting the rough inspections for the electrical and IT in offices and bays. Paving is complete. The inspection came in good, made a couple little changes and they also forgot a door and it is now in place and they can put it in. Hanging bay doors and finishing up the interior finishes.

The budget folder was given to the board and will review it at the November meeting.

Generator load banks operationally checked out and complete with incomplete work list. Found that we did not need the additional relays and electrical for these unit and we will be getting back approximately \$6000 for this project because they didn't need some parts.

The trailers for the Argos have been ordered through rescue area wide budget.

The new station signs at station 81 and 71 are installed and operational. We are also getting great feedback from the community. These will be nice because they are quick to update.

The captain positions are open to the responders to fill our ranks.

The final specifications for the new engine for Station 72 are complete and out to interested suppliers for pricing quotes.

Working on the new G-1 SCBAs to replace our older M-7 SCBAs. This is going to be a major expense for the next two to three years to complete. We need about \$500,000 to replace our packs and also another \$190,000 to upgrade our cascade systems. We have 80 bottles going out of service.

Foam disposal is ongoing for the AFFF foam that we need to get rid of due to environmental reasons.

The only problem, that we have with Station 73 is the road height on Margin Way. The state has decided that they want to raise the roadway five feet, and we said no and is not going to happen. The state wants to follow the topography line or the original brush line not the gravel line. The road is built; the State of Alaska is reconsidering their grade lines because they weren't where they said they were at. This has been an ongoing problem.

Service Response Calls

JOINT CENTRAL & WEST LAKES FSA BOARD OF SUPERVISORS MEETING

**Central Mat-Su PSB - Station 61
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Chief Fairchild stated there was a total of 63 calls/responses in the month of September. There were 4 structure fires, 1 vehicle fire, 13 trash fires, 22 rescue or medical calls, 1 false alarm, 2 mutual aid calls, 5 Haz Mat calls, 2 hazardous condition calls, and 13 other responses (smoke alarms).

Fire Prevention

Very heavily in the schools now, about three days a week.

WLFD attended the Mat-Su Borough Emergency Preparedness Expo at the Menard Center. During the event WLFD and Horse Fire-Wise completed 46 house number signs during the Expo. A total of 49 house signs for the month of September.

WLFD did two smoke alarm/CO monitor installations. Also provided an additional 3 CO monitors to Mat-Su residents.

September was the month to prepare and schedule for October Fire Prevention activities.

WLFD sent one member to the National Fire Academy to attend the "Leadership Strategies in Community Risk Reduction" program.

WLFD met with the CSS Head Start to begin organizing events at that facility.

WLFD met with the Twindly Bridge Charter School (Homeschool group) to begin to chart out future community risk reduction activities at this facility and for this homeschool population.

Training

Interior Fire attack training at station 82, RIT training, mass casualty joint training with Mat SAR group, company leadership training, and sent two responders to the Alaska State Firefighter conference in Sitka. Also, we are getting ready for a Haz Mat class.

Fleet

Ladder 82 L.O.F and P.M. completed and tracked down the parts there were needed for the hydraulic pump because they sent the wrong clutch and then found out they don't make that clutch anymore so we ended up with a whole new pump. Received new pump and replaced and is now in service.

Truck 73 competed the annual service inspection, found that a circuit board is bad in the aerial controls.

Engine 721 had a starting issue repaired, it was the relay for the injection system.

JOINT CENTRAL & WEST LAKES FSA BOARD OF SUPERVISORS MEETING

**Central Mat-Su PSB - Station 61
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Tender 731 has been shipped to Hughes Fire for tank repairs, this will be the last one. Tender 821 will be replaced at Station 73 till the repairs are completed and it is returned to service.

Engine 811 has an air issue for the brakes. Cummins replaced the compressor under warranty, waiting for a new air dryer.

VIII. NEW BUSINESS

Mr. Barkley stated that there is over 400 vehicles with only two mechanics and they are trying to hire a new one. We will be asking to get another mechanic in the 2019 Fiscal Year budget. January 1, 2018 Fleet Maintenance will be moving over to Station 73. He also said we are trying to stay afloat and that fire service areas get frustrated when their apparatus are out of service. Mr. Tucker asked is there anything that the FSAs can help or expedite to get another mechanic position. Mr. Barkley stated that when we go to the budget season that if we have to battle then we need the support, he has all the documents. Another thing that they want us to start contracting out. Mr. Barkley has done all the research and has documents and looked at what we can contract out and what we can't. Contracting out is not the way to go. There are two reasons 1) everything we do contract out now, even oil changes, the rigs have to go back and it is an ongoing battle and 2) for our fire trucks the shops will not work on them. Mr. Barkley has letters from the shops stating that they will not work on the fire trucks on their foam systems. It is just not an option for us in Alaska. We are just fortunate to have the mechanics that we have, they work hard and are dedicated to the fire service. Mr. Tucker asked what we can do and Mr. Barkley stated that he has everything together for the budget season. Maybe express in letter form the need for another mechanic. There are two 1000-hour employees in Fleet Maintenance and the plan with them is to alternate their shifts so we basically have another full time employee. The huge benefit of getting the fleet facility at station 73 is that they can work on the apparatuses inside and have the room to work effectively. Howard Smith is the Shop Foreman and he has been doing a fantastic job.

Mr. Barkley also spoke about the gas leak question that Ms. Arno asked about. Mr. Barkley stated the higher call volume is that this year we have tripled the gas leak calls. The main reason is that people are not calling in for locates and cutting lines.

Mr. Tucker stated that he has been working very closely with ENSTAR this year. The State of Alaska has not been adequately tracking gas leaks and there is a third party committee that has come into town. The third party to going to started costing Alaskans more money for gas leaks. There is more attention to gas leaks now and there is a company, Pipeline and Hazardous Materials Safety Administration (PHMSA). PHMSA is taking the action that is needed.

Mr. Barkley also talked about the Houston Fire Department. The department was always the step child and has had some huge problems. They have come a long ways, they are documenting everything and have done some good training. They are always there and willing help out.

JOINT CENTRAL & WEST LAKES FSA BOARD OF SUPERVISORS MEETING

Central Mat-Su PSB - Station 61
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Mr. Slauson asked Mr. Barkley do you think the Houston Board would like to join one of our meetings. Maybe talk to the Mayor of Houston to see if they want to join. They don't have a board; it is the Houston City Council. Mr. Barkley will ask if they want to join.

IX. OTHER BUSINESS (other items of discussion not listed on agenda's)

There was no other business.

X. AUDIENCE PARTICIPATION & BOARD COMMENTS

Mr. Sager asked Chief Steele on the new Station 62 site plan where the designated spot for rescue training (vehicle extrication). Chief Steele stated that it will be at the same place as of right now, behind the training tower.

Mr. Cottle stated that the new Station 73 is going to be great for the mechanics. The spot they have now is very hard to work in and sometimes they have to work outside and we cannot ask them to do that. This new facility is going to help get more work done.

Mr. Barkley stated that they can actually lift the truck and walk under it and right now it can only lift so high because of the ceiling. At the new facility the mechanics' will be able to have four apparatus up at the same time.

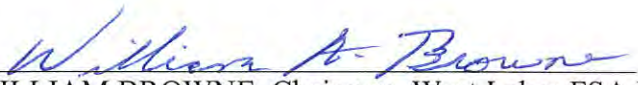
Chief Fairchild stated that the ceiling will be high enough to actually have the cab tilted and truck lifted at the same time. They can raise the truck 7 feet. The ceilings will be 24 feet.

XII. ADJOURNMENT

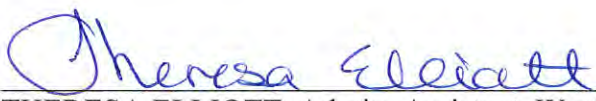
Chair Dave Eller adjourned the meeting at 8:11 PM.

JOINT CENTRAL & WEST LAKES FSA BOARD OF SUPERVISORS
MEETING

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


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

ATTEST:


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

Minutes approved on: 11/13/17 (West Lakes FSA B.O.S.)

Sutton Community Council Regular Monthly Meeting
Wednesday, July 19, 2017, 7:00 pm @ Sutton Public Library
July 2017 Minutes

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CLERKS OFFICE

1. **Establish Quorum:** President Mark Bertels, Vice Chair Roberta Mason, Treasurer Juli Buzby, Secretary Earl Houser, Board Members Rep. George Rauscher, Sandra Myers, Chris Spitzer, Frank Buzby
2. **Call to Order:** 7:03 pm
3. **Pledge:** Andy Anderson
4. **Additions or Changes to Agenda:**
5. **Guests:** Andy Anderson, Mel Houser, Lori Hobbs, Sandre Myers, Roberta Mason, Mark Bertels, Rosemarie Langworthy, Dustin Dunlap, George Rauscher, Frank Busby, Julie Busby
6. **Presentations:**
 - Andy Anderson Donations for the food drive Sutton Food Bank Elvina Davis is heading up the food drive in the Sutton area community.
 - Gene Cohaven, borough 3% sales, Wasilla hearing, school board hearing coming up dealing with a tax the 3% will go to the general fund not to the schools, the assemble will be the one to decide where the tax money goes.
 - George, the budget is bigger than the year before it goes to the conference committee when it comes out it is what it is. Education was fully funded this year. Capital Budget will be discussed on the 27th this month. HB 111 oil tax increases the amount from the oil company's. The intertie is going to be coming our way MEA and Copper Valley Elec about 20 miles short of each other. They will need to run a new line to connect the intertie. At a cost of \$180 million was tried in the late 80's and it was \$80 million back then. They are just discussion the issue meeting Friday at 1:30 in Glennallen. They do not believe there are enough customers out there to do the project. (Mark Bertels) concern about the transmission crossing in front of his property due to the voltage the line is going to carry.
 - George – Teltinna lake is in Aetna land RS2477 Aetna wants to close the land to no trespassing across the back country 17B gives them right for the land. Been in court for the past 10 years and it was pulled from the court and now it is in negotiations for the land use. There is a 30-day commit period to the Attorney General.
7. **Announcements:**
 - None
8. **Correspondence:**
 - a. Mail – Posted on the website
 - E-mail from Mr. Whisenhunt borough planning conditional use permit for Marijuana Retail Facility Sutton open comment period due before July 18, 2017.
 - Bank statements
 - b. Public and Board Correspondence
9. **Borough and State Reports:**
 - a. *Jim Sykes – MSB Assembly District 1 Representative; No Report*
10. **Officer Reports:**
 - a. **Chair – Mark Bertels -** Concerning the river the Borough hasn't taken any action Jim Sykes has done a lot of work but the state and borough hasn't done anything on the buy outs of property along the river. Borough has paid 7 to 10 million to support the road along the Matanuska River, Jim talked to a hydrologist to divert the water years ago but the Borough would not sign off on it. The borough did tack action on the river in Talkeetna area. Can't put anything in the river but you can get a permit to move gravel from one side to the other. Ed Musual who is 90 years old and his wife their house is in jeopardy of being damaged by the water the borough hasn't done and will not do anything about it.
 - b. **Secretary – Earl Houser** No report at this time
 - c. **Treasurer – Julie Buzby –** Filed the IRS post card, Borough Report update to the Borough about the community hall money so we show we are using it for the project, filed state bi-annual report, approved \$500.00 for the heater for the food pantry, friends of Sutton Library has spent their revenue sharing money of their project. Payed out \$50 dollars on the recycle center volunteers. Revenue sharing combined 2012 and 2015 and cleaned up some more years. See attached report on treasurer Report.

Approval of Consent Agenda: Mark makes Motion to approve Consent Agenda Sandra Seconds Motion. All in favor, Motion passes unanimously.

Sutton Community Council Regular Monthly Meeting
Wednesday, July 19, 2017, 7:00 pm @ Sutton Public Library
July 2017 Minutes

11. Committee Reports:

- a. *Comp Plan Review* - Mark Bertels
- b. *501c (3) Committee* – Rep. George Rauscher – Online application is cheaper if you apply on line rather than by hard copy, we are currently a 501 (4)
- c. *Bylaws Committee* – Roberta Mason – No report on By-Laws
- d. *Jonesville/Slipper Lake Advisory Action Committee* – Rep. George Rauscher No report at the present time

12. Old Business: No old business

13. General Orders: No general orders

14. New Business:

- a. Erosion mile 63.5 to mile 68 of the Matanuska River.
- b. Community Center Reconstruction (Alpine Civic Club); had a meeting with Alpine Civic Club about the community hall, the information has been posted on the web site.
- c. Pedestrian Bridge across Eska Creek and local businesses; Andy Anderson about the new pedestrian bridge and the bike path that will go right in front of his repair garage and the approaches. There was no public commit period with the citizens of Sutton before the work began. Andy state that it would have been better going behind the garage and the general store would have been better. The new pathway across Eska Creek- Chickaloon Native Village had the bridge to go across the creek from a grant from the federal government but the federal highway commission stated they Chickaloon could not do the bridge and the federal government bought the bridge back and now they are going to put in a raised pathway.

15. Restate motions and voting results

Mark makes Motion to approve Consent Agenda Sandra Seconds Motion. All in favor, Motion passes unanimously.

16. Meeting Adjourned; 9:03 pm

Mark Bertels 8-23-17

President's Signature

Date

Earl L. Houser 8/23/2017

Secretary's Signature

Date

**Sutton Community Council
Treasurer's Report June 2017**

		Checking	Saving	Money Market
Beginning	6/1/2017	19604.53	25.35	35947.68
Deposits:				
Expenses:				
Sutton Bible Church	Sutton Bible Church	-500.00		
Friends of the Library	Concert	-476.84		
Dylan Buzby	Recycling	-100.00		
Interest:	6/30/2017	0.80	0.01	5.91
Transfer Money				
Ending	6/30/2017	18528.49	25.36	35953.59

Revenue Sharing Project Update

Project Name	Project FY		Current Month Totals		
	2012-2015	2016	Total	Dispersed	Remaining
SCC	4864.60		4864.60		4864.60
Eaglecrest	2001.33		2001.33		2001.33
Alpine Civic Club	28865.00		28865.00		28865.00
Friends of The Library			0.00		0.00
Concert	476.84		476.84	476.84	0.00
Youth	2500.00		2500.00		2500.00
Sutton Post Office	175.00		175.00		175.00
Recycle Sutton	184.46	3200.00	3384.46	100.00	3284.46
Sutton Food Bank		3000.00	3000.00		3000.00
Jonesville/Slipper Lake		8200.00	8200.00		8200.00
Sutton Bible Church		500.00	500.00	500.00	0.00
Totals	39067.23	14900.00	53967.23	1076.84	52890.39

Year Totals Remaning	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	Total
	0.00	0.00	6240.39	12050.00	20200.00	14400.00	52890.39

Sutton Community Council Annual Monthly Meeting

7/19/2017

	<u>Print Name</u>	<u>E-Mail Address</u>
1)	Mel Housae	mbest@mtaonline.net
2)	Lori Hobbs	lorihobbs587@msn.com
3)	Sandra D. Myers	
4)	Roberta Mason	
5)	Mark Bertels	
6)	ROSEMARIE LANGWORTHY	RoseMLL@aol.com
7)	Dustin Dunlap	
8)	EUGENE Mc KENZIE	
9)	George Roush	
10)	Frank Buzby	
11)	Juli Buzby	
12)		
13)		
14)		
15)		
16)		
17)		
18)		
19)		

Sutton Community Council Regular Monthly Meeting
Wednesday, August 23, 2017, 7:00 pm @ Sutton Public Library
August Minutes 2017

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1. **Establish Quorum:** President Mark Bertels, Vice Chair Roberta Mason, Treasurer Julie Buzby, Board Members Sandra Myers, Chris Spitzer, Frank Buzby
2. **Call to Order:** 7:12
3. **Pledge:** Michel Williams
4. **Additions or Changes to Agenda:**
5. **Guests:** Joshua Rockey, Gary Hay, Michel Williams, Nancy Bertels, Lisa, Jessica, Brian, Andy Anderson, Dusty Dustin
6. **Presentations:** None at this time
➤
7. **Announcements:** Non-at this time
➤
8. **Correspondence:**
 - a. Mail – Posted on the website; Bank statement
➤ E-mail
 - b. Public and Board Correspondence; Letter to Sutton Community on Pedestrian Bridge being put in from the Sutton Community Council.
9. **Borough and State Reports:**
 - a. *Jim Sykes – MSB Assembly District 1 Representative;*
 - b. *Joshua Rockey – Update on the new school year at Sutton Elementary School – been working at the school since May were at 64 students this year, did get hit with some budget cuts, education teacher was cut to half time and lost our second one. After school programs are a little less, cross country started yesterday with 12 students. Starting a computer learning base computer program this year. Were excited for the new school year.*
10. **Officer Reports:**
 - a. **Chair** – Mark Bertels; Nothing at this time
 - b. **Secretary** – Earl Houser; Absent
 - c. **Treasurer** – Julie Buzby; Not put on record

Approval of Consent Agenda; None stated
11. **Committee Reports:**
 - a. *Comp Plan Review* - Mark Bertels; No Comment
 - b. *501c (3) Committee* – Rep. George Rauscher; No Comment
 - c. *Bylaws Committee* – Roberta Mason
 - d. *Jonesville/Slipper Lake Advisory Action Committee* – Rep. George Rauscher
12. **Old Business:**
13. **General Orders:** None at this time
14. **New Business:**
 - a. Community Center Reconstruction (Alpine Civic Club) Not able to address due to the length of the discussion of the pedestrian bridge.
 - b. Pedestrian Bridge across Eska Creek and local businesses, Lisa asked, was everyone familiar with Marks letter he sent out on the pedestrian bridge, (letter is read by Lisa). When we build something, we try to Honor our ancestors that is why we attached a name to it. This letter violated my pride the letter was passive aggressive to me. The bridge was being placed there so that people are not driving through the stream. Statement that the person who wrote this letter is someone that is not trying to reach out. I came here today and would love to spend time with you on issue that effect all of us to help you understand our culture you have an open invitation to come to our school our clinic.

Sutton Community Council Regular Monthly Meeting
Wednesday, August 23, 2017, 7:00 pm @ Sutton Public Library
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Frank, I don't think this is a racist issue I have a daughter who is native we shouldn't make it an issue, where do you come from? I was born here in Alaska. Lisa, now where did your ancestors come from? What does that matter I've lived here all my life since late 1800? Frank, it's not about race it's about a bridge.

Roberta, about the law and the design of the bridge. This has nothing to do with our back ground or race it's about following the law.

Chickaloon Native Village stating that the City Council is racist because of a letter sent to the community about the pedestrian bridge and that the council or the community was not notified of the bridge and having input into the location or design of the bridge. Disagreement, conversation and dialog continued throughout the remainder of the meeting.

Bottom line is that Chickaloon Native Village and Sutton Community Council need to communicate better in the future on projects within the community which both parties agreed too.

15. Restate motions and voting results;
No Motions were stated.

16. Meeting Adjourned; 1020 pm

Mark Burtis 9-20-17

President's Signature

Date

Earl L. Houser 9/20/2017

Secretary's Signature

Date

**Sutton Community Council
Treasurer's Report July 2017**

		Checking	Saving	Money Market
Beginning	7/1/2017	18528.49	25.36	35953.59
Deposits:	Donations	78.00		
	(\$10 recycling + \$68 Jonesville)			
Expenses:	State of AK SCC	-25.00		
Jesse Huck	Recycling	-200.00		
Leah Walker	Recycling	-50.00		
Interest:	7/31/2017	0.36	0.00	10.99
Transfer Money		-18000.00		18000.00
Ending	7/31/2017	331.85	25.36	53964.58

Revenue Sharing Project Update

Project Name	Project FY			Current Month Totals		
	2012-2015	2016	Donations	Total	Dispersed	Remaining
SCC	4864.60			4864.60	25.00	4839.60
Eaglecrest	2001.33			2001.33		2001.33
Alpine Civic Club	28865.00			28865.00		28865.00
Friends of The Library				0.00		0.00
Youth	2500.00			2500.00		2500.00
Sutton Post Office	175.00			175.00		175.00
Recycle Sutton	84.46	3200.00	10.00	3294.46	250.00	3044.46
Sutton Food Bank		3000.00		3000.00		3000.00
Jonesville/Slipper Lake		8200.00	68.00	8268.00		8268.00
				0.00		
Totals	38490.39	14400.00		52890.39	275.00	52693.39

Year Totals Remaning	FY 2013	FY 2014	FY 2015	FY 2016	Total
	5965.39	12050.00	20200.00	14400.00	52615.39

Sutton Community Council Regular Monthly Meeting
Wednesday, September 20, 2017, 7:00 pm @ Sutton Public Library
Agenda

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CLERKS OFFICE

1. **Establish Quorum:** President Mark Bertels, Vice Chair Roberta Mason, Treasurer Julie Buzby, Board Members Rep. George Rauscher, Sandra Myers, Chris Spitzer, Frank Buzby
2. **Call to Order:** 7:05 pm
3. **Pledge:** Andy Anderson
4. **Additions or Changes to Agenda:** None
5. **Guests:** Philip Williams, Jessica Tremaine, Gary Hays, Debra Sceader, Jan Mulder, Nancy Dryden, Nancy Bertels,
6. **Presentations:** None
 -
7. **Announcements:**
 - Elections for SCC Board Members President and Vice President Ballots will be released following September Meeting.
 - George, I went to the meeting in Glennallen electric companies and other company's and communities. They would have to replace about 100 miles of line. The connection between Sutton and Glennallen is about 180 million.
Gary Hays, the new Tec-knowledge they can run the high-power transition lines on the same pole as the smaller residential lines.
George, I don't see them building a gas line along the same line as the power line.
Mark, they would need an easement of about 170 foot that is what is normally need for high tension line.
8. **Correspondence:**
 - a. Mail – Mat Valley Credit Union statement
 - E-mail – Mark Bertels High voltage power line proposal intertie, Concerns of Chickaloon Tribal Police Officer being arrested
 - Mat-Su Transportation Fair September 28th 3-7 at the Menard Sport Center Wasilla
 - This is National Preparedness Month, Emergency Preparedness Expo Sat. September 30th at Menard Center Wasilla
 - b. Public and Board Correspondence; **Nothing to report**
9. **Borough and State Reports:**
 - a. Jim Sykes – MSB Assembly District 1 Representative; **Nothing to report**
 - b. Joshua Rockey – Update on the new school year at Sutton Elementary School; **Nothing to report**
10. **Officer Reports:**
 - a. **Chair** – Mark Bertels; Election next month my seat and Roberta Mason seat is also up, several people have signed up to be nominated. Election will be held at next month meeting. There will be absentee ballots to be able to vote by mail. Contacted by a group here in town about the Chickaloon Tribble police were worried about when one of the police officers were arrested, the had a meeting here at the library there were a lot of questions about policy and procedures that govern the procedures.
Gary, he was certified by the Alaska Police Standards Officer I gave a copy to the school we did have a discussion and people have the right to due process we were just as shocked when we found out.
 - b. **Secretary** – Earl Houser – I apologize due to family matters I am unable to attend this months meeting
 - c. **Treasurer** – Julie Buzby; Two reports due to not getting to the report last month. Both Treasures reports attached.
- Approval of Consent Agenda:** Julie makes Motion to approve Consent Agenda George Seconds Motion. All in favor, Motion passes unanimously.
11. **Committee Reports:**
 - a. **Comp Plan Review** - Mark Bertels; No Report
 - b. **501c (3) Committee** – Rep. George Rauscher; On hold
 - c. **Bylaws Committee** – Roberta Mason
 - d. **Jonesville/Slipper Lake Advisory Action Committee** – Rep. George Rauscher; will be taken up next year
12. **Old Business:**
 - Pedestrian Bridge across Eska Creek and local businesses; discussion on meeting of the pedestrian bridge from last month between Mark, Gary, Frank and Nancy Dryden.

Sutton Community Council Regular Monthly Meeting
Wednesday, September 20, 2017, 7:00 pm @ Sutton Public Library
Agenda

- Community Center Reconstruction (Alpine Civic Club); storage container is on site some trees need to be taken out around the building. Will get with the Civic Club on continuing construction. Beams need to be build support the walls and roof.

13. General Orders: None

14. New Business:

- Elections start next month new council needs to meet on bi-laws for next cycle.

15. Restate motions;

Julie makes Motion to approve Consent Agenda George Seconds Motion. All in favor, Motion passes unanimously.

16. Meeting Adjourned; 8:48pm

Mark Butts 10-18-17

President's Signature

Date

Earl L. Houser 10/18/2017

Secretary's Signature

Date

**Sutton Community Council
Treasurer's Report August 2017**

		Checking	Saving	Money Market
Beginning	8/1/2017	331.85	25.36	53964.58
Deposits:				
Expenses:				
Dustin Dunlap - ACC		-2500.00		
Philip Williams	Recycling	-150.00		
Tyler Olsen	Recycling	-50.00		
Fred Meyer	Recycling	-15.36		
Sign King	Recycling	-35.00		
Interest:	8/30/2017	0.00	0.00	13.32
Transfer Money		2500.00		-2500.00
Ending	8/30/2017	81.49	25.36	51477.90

Revenue Sharing Project Update

Project Name	Project FY		Current Month Totals			
	2012-2015	2016	Donations	Total	Dispersed	Remaining
SCC	4839.60			4839.60		4839.60
Eaglecrest	2001.33			2001.33		2001.33
Alpine Civic Club	28865.00			28865.00	2500.00	26365.00
Friends of The Library						
Youth	2500.00			2500.00		2500.00
Sutton Post Office	175.00			175.00		175.00
Recycle Sutton		3034.46	10.00	3044.46	250.36	2794.10
Sutton Food Bank		3000.00		3000.00		3000.00
Jonesville/Slipper Lake		8200.00	68.00	8268.00		8268.00
Totals	38380.93	14234.46	78.00	52693.39	2750.36	49943.03

Year Totals	FY 2013	FY 2014	FY 2015	FY 2016	Total
	3215.03	12050.00	20200.00	14400.00	49865.03

Sutton Community Council Annual Monthly Meeting

September 20, 2017

	<u>Print Name</u>	<u>E-Mail Address</u>
1)	Mark Bertels	
2)	Phil Williams	
3)	Jessica Tremaine	
4)	Frank & Juli Buzby	
5)	Sandra D. Myers	
6)	~~Ben~~	
7)	~~Andy Andersen~~	
8)	Debra Secada	
9)	Dustin Dunlap	
10)	Jan Mulder	
11)	Nancy Dwyer	
12)	Nancy Bertels	
13)	Chris Spitzer	
14)	Sandra Myers	
15)	George Rauscher	
16)		
17)		
18)		
19)		

Sutton Community Council Regular Monthly Meeting
Wednesday, October 18, 2017, 7:00 pm @ Sutton Public Library
Minutes Oct Meeting

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

2. **Call to Order:** 7:08 pm

3. **Pledge:**

4. **Additions or Changes to Agenda:**

5. **Guests:** Natasha Hobs, Gary Hay, Sandra Myers, Mark Bertels, Roberta Mason, Evelyn Davis

6. **Presentations:**

➤

7. **Announcements:**

- Elections results for SCC Board Member: Philip Williams, Jessica Tremaine, Marla Mason
- SCC Board Officials: President Frank Busby, Vice Chair Philip Williams, Treasurer Juli Busby, Secretary Earl Houser
Sitting Board Members Chris Spitzer, Marla Mason, Jessica Tremaine.

8. **Correspondence:**

- a. Mail – Mat Valley Credit Union statement
 - E-mail – Ribbon cutting of pathway bridge was well attended by community
- b. Public and Board Correspondence

9. **Borough and State Reports:**

- a. *Jim Sykes – MSB Assembly District 1 Representative;*
- b. *Joshua Rockey –*

10. **Officer Reports:**

- a. **Chair** – Mark Bertels: Mr. Bertels stepped down (termed out) after 8 years of service to the community of Sutton, gave a wonderful presentation to the current board members and greeted the new elected members. Mr. Bartels then turned the meeting over to the remaining board members to vote on seats of the board.
- b. **Secretary** – Earl Houser apologized for being absent due to family matters the past monthly meetings
- c. **Treasurer** – Julie Buzby; Presented the Treasurer Report, Eagle Crest has spent Revenue Sharing Money, Recycle Station working good still looking for volunteers.

11. **Committee Reports:**

- a. *Comp Plan Review* - Mark Bertels; No Report
- b. *501c (3) Committee* – Rep. George Rauscher; No Report
- c. *Bylaws Committee* – Roberta Mason; New board will hold meeting on SCCC By-laws next Wednesday Oct 25th.
- d. *Jonesville/Slipper Lake Advisory Action Committee* – Rep. George Rauscher; No Report

12. **Old Business:**

- Pedestrian Bridge across Eska Creek and local businesses; Ribbon Cutting was conducted on the pathway bridge this afternoon.
- Community Center Reconstruction (Alpine Civic Club) work continues on the repair of the building

13. **General Orders:**

14. **New Business:**

- Newly elected Board Members seated

15. **Restate motions and voting results;** Adjourn meeting Williams makes Motion to adjourn meeting F. Busby, Seconds Motion. All in favor, Motion passes unanimously.

16. **Meeting Adjourned;** 8:51 pm

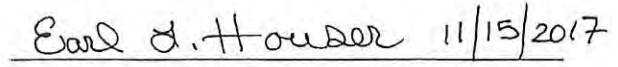
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Sutton Community Council Regular Monthly Meeting
Wednesday, October 18, 2017, 7:00 pm @ Sutton Public Library
Minutes Oct Meeting



President's Signature

Date



Secretary's Signature

Date

**Sutton Community Council
Treasurer's Report September 2017**

		Checking	Saving	Money Market
Beginning	9/1/2017	81.49	25.36	51477.90
Deposits:				
Expenses:				
Philip Williams	Recycling	-50.00		
Tyler Olsen	Recycling	-100.00		
Interest:	9/30/2017	0.00	0.01	12.57
Transfer Money		500.00		-500.00
Ending	9/30/2017	431.49	25.37	50990.47

Revenue Sharing Project Update

Project Name	Project FY			Current Month Totals		
	2012-2015	2016	Donations	Total	Dispersed	Remaining
SCC	4839.60			4839.60		4839.60
Eaglecrest	2001.33			2001.33		2001.33
Alpine Civic Club	26365.00			26365.00		26365.00
Friends of The Library						
Youth	2500.00			2500.00		2500.00
Sutton Post Office	175.00			175.00		175.00
Recycle Sutton		2784.10	10.00	2794.10	150.00	2644.10
Sutton Food Bank		3000.00		3000.00		3000.00
Jonesville/Slipper Lake		8200.00	68.00	8268.00		8268.00
Totals	35880.93	13984.10	78.00	49943.03	150.00	49793.03

Year Totals	FY 2013	FY 2014	FY 2015	FY 2016	Total
	3215.03	12050.00	20200.00	14250.00	49715.03

Sutton Community Council Annual Monthly Meeting

Oct. 18, 2017

	<u>Print Name</u>	<u>E-Mail Address</u>
1)	Natasha Hobbs	whostasha@yahoo.com
2)	Gary Hay	ghay @ chickdun.org
3)	Sandra D Myers	
4)	Roberta Mason	
5)	Evelyn Davis	larryd4000@yahoo.com
6)		
7)		
8)		
9)		
10)		
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13)		
14)		
15)		
16)		
17)		
18)		
19)		

COUNCIL MEETING MINUTES
Regular Meeting 6:30 PM Thursday, September 21, 2017

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- I. Meeting called to order 6:30 pm
- II. Determination of Quorum
- III. Board Members in Attendance: Glenka, Miller and Grelson (telephonically). Members: Darlene Rich, Neil DeWitt, George & Kay Faerber. Assemblyman Randall Kolwalke and Karen Kolwalke. Guest present MEA representative.
- IV. Reading and approval of minutes was waived.
- V. Borough Assembly Report: Voting to happen in the Borough but nothing that Trapper Creek can vote on or that effects Trapper Creek. Borough looking to tax or ban single use grocery bags. FY2018 Revenue Share moneys approved by the Borough.
- VI. TCCSA CIP Report: CIP#4: Currently has a balance of \$6,588.53 remaining.
- VII. Treasurer's Report: Expenditures this period: \$63.92. Checking: \$1,326.83 & Savings: \$25.33 = \$1,352.16
- VIII. Revenue Sharing Project Updates:
 - A. ^{Grant} FY2013: TCCSA Conex – (\$5500. \$5079.15 spent \$420.85 remaining.
 - e.B.* FY2014: TCCC Operating Costs – (\$1000. \$909.73 spent \$90.27 remaining.
 - D.C.* FY2016:
 - TCCSA Operating Costs - \$13,500. \$1680.82 spent \$11,819.18 remaining.
 - Upper Susitna Food Pantry - \$3,900 remaining
 - TCCC Operating Costs - \$1,000 remaining
 - Winter trail Grooming - \$600 remaining
 - Nordic Ski Club - \$300 remaining
- IX. Correspondence/Current Mail: Read
- X. Public Forum: MEA sent a representative to discuss outages.
- XI. Unfinished Business:
 - A. Village Safe Water Program (VSW): Contractor still working on 65% draft Preliminary Engineer Report (PER).
 - B. InSite Towers conditional use permit was approved by Borough Planning.

XII. New Business: None

XIII. Date of next meeting scheduled for **October 19, 2017, 6:30 pm.**

XIV. Meeting adjourned at 7:44pm

(Minutes taken by Council Treasurer, Levi Miller)

Approved:

Paula Glerka 11/16/17 [Signature] 11/16/17
Chairperson Date Secretary Date

Trapper Creek Community Council
PO Box 13021, Trapper Creek, AK 99683-0321 (907) 733-7370 Teleconference