

The regular meeting of the Matanuska-Susitna Borough Abbreviated Plat Hearing was held on May 15, 2024, at the Matanuska-Susitna Borough, Assembly Chambers, located at 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 8:34 a.m. by Platting Officer Fred Wagner.

1. INTRODUCTION

A. Introduction of Staff

Staff in Attendance:

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

2. UNFINISHED BUSINESS:

(None)

3. PUBLIC HEARINGS:

- A. **BAUMANS BLUFF:** The request is to create one lot from Tracts C and D, ASLS 75-25, Plat No. 77-19, to be known as **BAUMAN'S BLUFF**, containing 9.93 acres +/- . The parcel is located east of the Susitna River and the Alaska Railroad in Section 13 (Tax ID#s 1509000T00C/T00D); within Section 13, Township 27 North, Range 05 West, Seward Meridian, Alaska. In the Chase Community Council and Assembly District #7. (Petitioner/Owner: Bauman Revocable Trust, Staff: Natasha Heindel, Case #2024-058)

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

Ms. Kayla Kinneen provided the mailing report.

- Stated that 9 public hearing notices were mailed out on April 23, 2024.

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

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

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

The petitioner/petitioner's representative was not present.

Discussion moved to the motion.

MOTION: Platting Officer Fred Wagner moved to approve with 5 conditions. There are 7 findings of fact.

4. ADJOURNMENT

With no further business to come before the Platting Officer, Fred Wagner adjourned the meeting at 8:35 a.m.



FRED WAGNER, PLS
Platting Officer

ATTEST:



KAYLA KINNEEN,
Platting Administrative Specialist

Fishhook Community Council



RECEIVED
MAY 23 2024
CLERKS OFFICE

Board Meeting – Minutes January 8, 2024

In-Person: St. Herman Orthodox Church - Welch Rd / 6988 N. En Dove Rd, Wasilla, AK 99654

Remote: Zoom Meeting ID: _856 0430 5998_ / Passcode: _338952_ / Phone #: +12532050468

(Zoom info to posted on FHCC Facebook page prior to the Meeting)

Questions? Email FHCC.AK@gmail.com

Agenda

1. **Call to Order (Time):** _6:09PM_by Ian_
2. **Board Roll Call (X):** _x_ Ian Murphy (President) / _x_ Joe Irvine (Vice President) /
x* Bryan Cherry (Treasurer) / _x_ Amber McDonough (Secretary) /
x Misty Murphy (Deputy Secretary) / _x_ Cole Clippard / ___ Ryan Judd
3. **Quorum Established - 4 members minimum (Y/N):** _Y_
4. **Meeting Attendees (Name / Organization / Community Member = Y/N):**
 - Andy Dennis – Hatcher Pass Avalanche Center - Board Chair = N
5. **Review & Approval of Agenda:** Motion to approve by Joe & Misty 2nd
6. **Approval of Board Meeting Minutes from Last Meeting:** See Drive file: "Draft Minutes Dec 4 2023 Board Meeting.docx"; Motion to approve by Cole & Misty 2nd
7. **Board Reports:**
 - a. **Treasurer's Report (Bryan):** Postponed Bryan not available; after Bryan joined he said no update this month.
 - i. Amber noted each qualified MSB community will receive a pass-through grant in the amount of \$15,789 under the fiscal year 2024 program

Cm

- ii. Joe had questions for Bryan about a current list of projects FHCC funded in 2021 – specifically for HPAC & Skeetawk? award amounts vs. cash outlays have been different for grants and he said this needs to be reported on at the Annual Meeting in October. **Bryan agreed to provide this info to Joe/Board at next meeting**

b. Other Officer Reports:

i. Amber:

1. AM-24-002 to revise MSB Solid Waste annual coupon from \$8 to \$25 (ave. resident spends \$23 per visit) = Assembly approved 1/2/24
2. FHCC Board 11/6/23 Meeting Minutes appeared in MSB Assembly 1/2/24 Agenda Community Correspondence - thanks Misty!
3. 11/22/23 MSB Platting Meeting discussed Mountain Glory lot consolidation in FHCC - did anyone get notice? Platting Admin Theresa Taranto said 16 public hearing notices were mailed out 10/31/23, but don't think they mailed or emailed the FHCC [see 12/19/23 Assembly citizen correspondence pg 4]; **Joe will ask Theresa T. about these communications to see if FHCC can get notice via gmail (or snail-mail)**; other recent mountain top acres we got a mailer on.
4. IM No.24-014 / MSB 2025 CIP included Government Peak Traverse Trail Construction connection from GPRA to 16-Mile in HP = \$500K [This project will construct 10 miles of new connector trails to improve public access between Government Peak Recreation Area (GPRA), Skeetawk Ski Area, and the 16-mile Downhill Mountain Bike Trail. There are 22 miles of non-motorized trails in the GPRA for hikers, bikers, skiers, and equestrians, which would be directly linked to the Hatcher Pass area by this project. This project is anticipated to be funded through a combination of sources. This project has also been identified as a crucial segment of the Alaska Traverse Project.] = Assembly approved 1/2/24

c. Committees: N/A

8. Correspondence:

- a. **PO Box Mail received:** Cash for Clean Up Program Letter from MSB / discussed survey request; **Ian to fill out QR code survey and return to MSB to confirm FHCC interest in participating in & learning more about this potential program.**
- b. **Emails to FHCC Gmail:** Andy Dennis from HP Avalanche Center requested a CAP Grant Application - Amber sent info to him over holidays. Doing better with posting AMCO and MSB Platting notices for subdivisions.
- c. **Other Emails to Board Members:** Tim Zalinger confirmed with Amber that he will be attending the General Meeting on Thursday.

9. Formal Presentations:

- a. Arctic Winter Games /Cheryl Metiva & Mandy Mitchell will present to FHCC on Thursday / Video link: [Arctic Winter Games Promotional Video](#) ; Ian will have Starlink terminal ready but still need to get a projector for the FHCC; Joe was looking into options for a projector. Amber proposed \$500 cap?
 - i. Joe to text Sierra to see if she has one;
 - ii. Ian to scrounge his garage to round one up for tomorrow. Try to get one with spare bulb;

10. Persons to be Heard - 5min limit (Name/Organization/Recap):

- Andy Dennis - Hatcher Pass Avalanche Center CAP RFP recap:
 - Last CAP grant was for camera with FHCC funds – thanks for that.
 - HPAC is non-profit with 2 full time forecasters providing forecasts on Thursdays and Saturdays and high-risk days.
 - Educated ~1000 high school students last year
 - Want to add 3rd forecast day per this grant application with 3rd full time forecaster;
 - HPAC doesn't get federal or state funds but did get MSB funding thru undispersed CAP funds (\$50k over 3 years); next year last year.
 - Understands it would be a one-time CAP grant; and already put up a new weather station – on Hatch Peak now \$5k;
 - Cole says if \$20k is too much then maybe propose a lesser amount.
 - Andy will attend on Thursday with Board Secretary to provide recap for FHCC residents.

11. Old Business:

- a. **Skeetawk RFP Review & 2nd Community Vote to Approve Funding / Simon Johnson;** Add to old business agenda on Thursday
 - i. Prep discussion – just need to make sure we have a quorum.
- b. **Follow-up List from December Board Meeting**
 - i. Ian:
 1. Discuss an update with Tim Z. prior to general meeting Jan 11. – Ian reached out to him before Christmas but no response; Tim will attend on Thursday per Amber
 2. Look into updating officers annually with State Corp Licensing; Ian will submit officer change and get reimbursed as needed
 3. Get with Bryan on Bank Account Signatories = not done yet
 4. Set up OMA reminders for himself for meeting notice deadlines = ongoing
 5. Check into making Postcard/Magnet notices happen with MSB = ongoing; Joe said MSB will pay for postage; Ian needs to call Planning Dept. clerk for coordination contact.
 6. Keep working with Cole on meeting sign options = ongoing
 - ii. Joe:

1. Bring revised A/V quote to January Board Meeting = ongoing
 2. Provide additional MV Rebuild RFP feedback to Ian by next Monday; DUE 12/11 = N/A
 3. Work with Misty to transfer files for archiving old agendas & minutes for records = ongoing, can drop thumb drive by any time.
 4. Transfer old sign-up sheets to Misty = DONE
 5. Update FHCC CAP grant agreement with requirement to publicly acknowledge funding contributions by FHCC CAP funds = still need to add to grant agreement template.
 6. Confirm how FHCC has received notice of CAP funding application periods in the past & report back. = Joe will ask tomorrow when visits the MSB.
- iii. Bryan:
1. Filing of 1099 EZ with IRS status = ongoing
 2. Send the Resolutions that he knows about to Misty = DONE
- iv. Amber:
1. Make Zoom Meeting invites for all 2024 meetings = DONE
 2. Invite Simon from Skeetawk, and Tim from Matsu Rebuild to January Board & General Meetings = DONE
 3. Invite Assemblyman Tim Hale to all FHCC meetings = DONE
 4. Draft proposed communication wording for FHCC Emails/FB Policy Guidelines for January Board Meeting = DONE
 5. Add all redline changes discussed into the Board Policy Doc for discussion at the January Board Meeting. = DONE
- v. Misty:
1. Collect missing board COI's= DONE
 2. Draft this authorization letter needed by bank. = ongoing
 3. Get archive of previous Board Resolutions assembled & filed and shared with MSB & Board. = ongoing
 4. Work with Joe working on archival and updating membership lists = Misty has gotten everything that Joe gave her and so her list should be up to date. DONE
 5. Ensure Kristi brings the FHCC PA system to the general meeting = Misty confirmed a few weeks ago she'd attend and bring it. Misty will send Kristi a reminder
- vi. Cole:
1. Take lead on Bylaw Committee and let folks know about proposed changes at all upcoming General Meetings = ongoing will have redlined version available for April General Meeting
 2. Work with Ian on sign options = ongoing
- vii. Ryan:
1. Share information on FHCC meetings with his Arkose subdivision and Nextdoor (as applicable) = DONE

- c. **Creation of Bylaws Committee Update & Proposed Changes:** Cole is lead = Ongoing process
 - i. Approval limit for motions raised to $\frac{2}{3}$ vote
 - ii. Optional Deputy Secretary Officer position
- d. **Discuss Proposed Board Policy Amendments / See Drive File "DRAFT Update FHCC General Board Policies 12-13-23.docx" / Board unanimous decision to push this discussion to Feb Board Meeting Agenda.**
 - i. Definition of emergency meeting prerequisites
 - ii. Board officer hand-off best practices for annual transitions
 - iii. 14-day lead time guidance for planning meetings to meet public notification requirements
 - iv. 5-minute time limit for persons to be heard
 - v. Communication guidelines for posting MSB & other information of community interest on FHCC website and via email lists; approvals needed prior to posting?

12. New Business:

- a. **Community Assistance Program (CAP) Grants Request for Proposals:**
 - i. Review Mat Valley Rebuild RFP / Tim Zalinger Intro on Thursday
 - ii. Discuss Avalanche Center RFP / Andy Dennis = DONE
 - iii. Suggested Future CAP ideas for discussion: Amber asked to add to Thursday's Agenda
 - 1. More free dumpsters during Spring Clean-up
 - 2. Community Watch program
 - 3. Junk car/free dump clean-up gift cards for
- b. **Discuss St. Herman's Church Free Use of Meeting Room**
 - i. Annual thank-you card, donation, etc.
 - ii. Put on Agenda for Thursday's Meeting per Cole; could treat donation as administrative costs per Joe; agreed this different because it's not a bill.
- c. **Planning for Next General Meeting**
 - i. Misty wants to offer free hot cocoa for kids – discuss costs & coordination; Misty needs to rent a carafe and get hot cocoa
 - 1. Misty will check on availability with Sierra to see if she has this equipment; Misty will take care of this coordination so not new workload for Board.
 - 2. Bryan to post on FB there will be COCOA and Sledding!
- d. Ian requested to get back up access to Facebook posting (this meeting example of need to communicate to residents when Bryan is sick); Bryan to get with Ian to do this.
- e. Cole to get General Meeting Signs out ASAP tonight and tomorrow.
- f. Amber to draft Agenda for Thursday to include: Skeetawk old business; MV Rebuild & HPAC new business

- g. Cole will make announcement on Bylaw Committee formed in April and discuss what process will be; he will gauge interest at July's meeting too.

13. Public Announcements / Closing Comments:

- a. MSB Comprehensive Plan Revision Update (Joe): Nothing new;
- b. MEA Fishhook to Pittman Power Improvement Project Update (Amber): On 1/2/24 Assembly delayed decision again on Amendment to MSB Code 17.05 - Essential Service Utilities until April 2, 2024 - more revisions & review expected.
- c. Bryan – his neighbor called & asked who is authorizing the removal of flags the American Legion put on graves? Who is authorizing their removal? Board suggested Bryan take up issues with individual cemetery owners since probably not something MSB is doing.
- d. Joe will post about Thursday's meeting on Nextdoor as a test; January is tough month – but we now have the Zoom option!
- e. Joe wants to draft up "Welcome to Fishhook" form letter for posting on Nextdoor, etc. = Joe figuring out how to do it on Nextdoor platform and will send Board a draft copy to see what it will look like.
- f. Amber unable to attending February 5th board meeting; she will prep draft agenda in advance so Misty can cover and take minutes.

14. Next FHCC Meetings:

- a. January 11th General Meeting @ 7PM: In-person at GPRA Chalet & via Zoom = Bryan to post on FB tonight = DONE; Amber to prep agenda for him to post
- b. February 5th Board Meeting @ 6PM: In-person at St. Herman Church & via Zoom

15. Attachments:

- a. Draft Minutes Dec 4 2023 Board Meeting.docx
- b. MSB Cash for Clean Up Letter 12-11-23.pdf
- c. DRAFT Update FHCC General Board Policies 12-13-23.docx

16. Adjournment (Time): _7:38PM by Ian; 2nd by Cole____

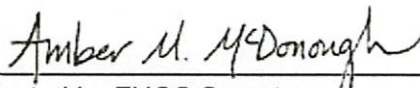
Minutes Approved by:

Ian Murphy

Digitally signed by Ian Murphy
Date: 2024.05.21 12:49:34
-08'00'

FHCC President

Approval Date: 5/21/2024



Attested by FHCC Secretary

Approval Date: 4/26/2024

Fishhook Community Council



RECEIVED
MAY 23 2024
CLERKS OFFICE

General Meeting – Minutes January 11, 2024 @ 7PM

In-Person: Government Peak Chalet - 10690 N Mountain Trails Dr, Palmer, AK 99645

Remote: Zoom Meeting ID: _856 0430 5998_ / Passcode: _338952_ / Phone #: (253) 205-0468

(Zoom info to posted on FHCC Facebook page prior to the Meeting)

Questions? Email FHCC.AK@gmail.com

Sign In Table: The FHCC does not have membership dues. Be sure to sign in and check your contact information. Only Fishhook community residents can make or vote on motions.

1. **Call to Order (Time):** _7:03PM_
2. **Board Roll Call (X):** _x_ Ian Murphy (President) / _x_ Joe Irvine (Vice President) /
x Bryan Cherry (Treasurer) / _x_ Amber McDonough (Secretary) /
x Misty Murphy (Deputy Secretary) / _x_ Cole Clippard / _x_ Ryan Judd
3. **Quorum Established – 25 members minimum (Y/N):** Y (~50 total)
4. **Review & Approval of Agenda:** Motion to Approve by Kristi Short & Rob Wells 2nd
5. **Approval of Annual General Meeting Minutes from Last Meeting:** See Drive file: "2023.10.19 Annual Mtg MINUTES - DRAFT.docx"; Motion to Approve by Kristi Short & 2nd by Darryl (?) = Accepted
6. **Board Reports:**
 - a. **Treasurer's Report (Bryan):**
 - ~\$120k in bank; [Need help from Misty audio broke up - need other details from Bryan]
 - FHCC to receive CAP grant in the amount of \$15,789 under the fiscal year 2024 program

Cm

- Follow up on suggestion at Annual Meeting to possibly put some of the money into a bank certificate of deposit (CD) to earn interest? Bryan will look into it if the Board wants to at the next meeting. Is this allowed for FHCC? Kristi Shorts says yes, if there aren't any active RFPs and we have access to the \$\$ than it should be ok for at least 6 months. [Need help from Misty to confirm what was said about CDs - audio broke up]

b. Other Officer Reports:

- **MSB approved 2025 CIP resolution including Government Peak Traverse Trail Construction connection from GPRA to 16-Mile in HP = \$500K (Amber):** This project will construct 10 miles of new connector trails to improve public access between Government Peak Recreation Area (GPRA), Skeetawk Ski Area, and the 16-mile Downhill Mountain Bike Trail. This project is a segment of the Alaska Traverse Project.
- **MSB Comprehensive Plan Revision Update (Joe):** No update, the MSB is working on it.
- **MEA Fishhook to Pittman Power Improvement Project Update (Amber):** MSB Code 17.05 - Essential Service Utilities Amendment delayed until April 2, 2024 with more revisions & review expected.

c. Committees: N/A

7. Correspondence:

- a. **MSB Cash for Clean Up Program Recap (Ian):** Request ideas from membership; Ian said MSB junk car collection program was very successful. He will let community know when this new program is active and wants public input on ideas for problem properties that could use clean-up assistance.
- b. **Emails to FHCC Gmail (Ian):** Feedback on posting AMCO and MSB Platting notices on Facebook; Public indicated they appreciated the FHCC alerting the membership on these notices because they wouldn't know about them any other way.

8. Formal Presentations:

- a. **Arctic Winter Games / Cheryl Metiva / Shared Promotional Video link:**
<https://www.youtube.com/watch?v=qLgha4XzoE4>
 - Cheryl gave overview of the games; for athletes to 13-19 years old, but adults participate in the cultural exchanges
 - Palmer Depot will be the hub along with the AWG office in Palmer – hours are M-F 9AM-4PM.
 - Games will be March 10-16 during Spring Break and MSBSD students will get extra days off to help out;

- There will be 2,000 participants and AWG needs an equal number of volunteers; 800+ volunteers are secured and there are about 800 more identified that haven't completed the training, etc.
- 6 MSB schools will become the host "villages" with temporary cots purchased for attendees' use
- Anjanette Steer Board of Directors spoke and said AWG still needs all kinds of volunteers
- **How to Volunteer?** Check out: www.awg2024.org to sign up and look for ways to volunteer; website form will ask what your skills are and work availability;
 - o Training & orientation is ongoing and you will need to RSVP for the sessions; training is simple and will only take a few hours.
 - o Volunteers need to be 13 years or older; chickadee program for 5-11 year olds will help present the medals.
 - o Volunteers can self-select what they want to do or you can let AWG staff place you where most needed and the deadline for volunteers has been extended
- **Impacts to FHCC?** Skeetawk will host the alpine events, will be using AWD vans; GPRA will host nordic skiing for 4-days with large white coach buses ~120 participants will be coming up to ski during daytime hours.
- **Looking for housing?** MSB convention & visitors bureau is interested in hearing from you if you want to host any AWG visitors in your home.
- **Traffic mitigation?** Working with Troopers and City Police to help with pedestrian crossings, managing traffic, etc. Medical response plan will also be in place as.
- **AWG Legacy gifts** are benefits that will stay in the community – Ex: Bluetooth wireless systems will be donated to MSB libraries, new expanded GPRA parking lot; 12 high quality radios will be donated for use at Skeetawk and other areas; also Credit Union 1 made a new high-end sled donation which will be given to Skeetawk after the games.
- Whitehorse Canada to host next games – AK only hosts every 10 years.

9. Old Business:

a. Skeetawk RFP Review & 2nd Community Vote to Approve Funding / Simon Johnson

- Simon gave overview of RFP request for a surface lift / magic carpet for beginner skiers
- Request was for \$30k and first RFP hearing was at October 2023 annual meeting.
- Motion to amend request by \$2k to \$32k total to aid people by Kim Mauney (?); Joe Irving (?) 2nd ; \$30k for surface lift and \$2k earmarked for marketing & outreach.

- Rob Wells on non-profit board; said lift costs \$180k and shipping will be donated; they've also been working with Challenge AK;
- **Any more discussion?** Does require modification of RFP if price is increased? No, would be part of grant agreement document.
- RFP Amendment passed = majority approved; Main RFP approved = none opposed.

b. **Update on Creation of Bylaws Committee & Recap of Proposed Changes / Cole Clippard** / ex: approval limit for motions raised to $\frac{2}{3}$ vote and addition of optional Deputy Secretary Officer position

- Cole provided intro and asked for volunteers who would like to join bylaws committee.
- Not exactly a monumental amount of work, clarified Bryan Cherry.
- **What is problem with Majority rule voting?** Approval of CAP grants require 2 votes at different meetings, but there is a clause to approve motions in one meeting. His feeling is that simple majority vote during one meeting is too weak and needs super-majority. This change would require a $\frac{2}{3}$ favorable vote to pass a measure in only one meeting.
- This will address some problems we ran into during meetings last year.
- Bryan Cherry said that if we are facing an urgent issue, this would allow a faster way to get important resolutions passed (like for the gun range issue a few years ago).
- **Why Deputy Secretary?** Board felt this position was needed this year because there was just so much admin work for one person as the Secretary. There is a big effort this year to create electronic Drive files and organize and archive all FHCC documents; also an effort to make Board processes more efficient with policy revisions. Misty and Amber are tag teaming these projects.

10. New Business:

a. **Community Assistance Program (CAP) Grants Request for Proposals:**

- **Review Mat Valley Rebuild RFP / Tim Zalinger - Owner**
 - o Tim gave an overview of his nonprofit business that recycles building materials to divert them from the landfill; he first presented to FHCC in July 2023.
 - o They have moved into there new building already;
 - o How is the rest of his fundraising going? North Lakes CC gave him \$5k and Gateway CC gave \$8k; he's also received money from Cities, but bigger grants haven't come through yet.
 - o Asked for \$8k to help achieve down payment goal of \$200k for new facility; he's got it down to \$180k and has 9 more months to raise the money.

- o **Why is he coming to FHCC?** They are a community business serving the whole valley and he still has some other MSB community councils to approach.
 - o **Future plans?** A tool library to check out tools for the weekend, DIY project classes and workshops and other classes on building construction and art; he wants to create 2 art studios for rent. He also wants to offer deconstruction/reclaim services to the public
 - o Motion to introduce RFP by Cole Clippard & 2nd Erin Darrow (?);
 - o Motion to raise by \$1k to \$9k introduced by ____ (?), 2nd by Mackenzie Smith.
 - o **Would they have to pay back CAP grant if they don't make their fundraising goal?** Depends on how the grant agreement is written otherwise they could use funding for another community benefit TBD.
 - o Amendment vote to increase to \$9K = approved with over 2/3 voted to support, with several members against
 - o Dave Musgrave spoke against this RFP; his main objection is that the business doesn't have a footprint in the Fishhook area.
 - o Cole Clippard responded he disagreed; he said that other community councils chip in for assets like Skeetawk which others outside FHCC enjoy and that we are a part of the MSB. Cole stated this grant money is still benefiting the Fishhook in general.
 - o Joe Irving says these questions can be addressed before and at the next meeting;
 - o Bryan Cherry agreed that this request was a bit of uncharted territory and thinks we should vote to move it forward tonight and then work out details before next meeting.
 - o Member made point that MV Rebuild keeps things out of the landfill and could be part of our community clean up initiatives.
 - o Vote for Main RFP (original \$8k) = motion passed, opposed ~3 for a total of \$9K; **Mat Valley Rebuild RFP will proceed for final discussion & vote in April 2024.**
- **Review Hatcher Pass Avalanche Center RFP / Andy Dennis – Board Chair**
 - o Andy and Dani Reed (?) Secretary attended and described their nonprofit organization with 2 avalanche advisory posts per week during the season; they employ 3 full time, 2 forecasters plus a director.
 - o HPAC does high school education as well and other community outreach to educate public about avalanches

- They do different fund raisers, but all operational funding comes from grants and gifts; currently requesting \$20k to fund a 3rd forecaster position
- **What was this as % of Budget?** Their total budget this past year was \$115k
- **Are they asking for funding from any other community councils?** Not yet, the MSB gave them funding from defunct community councils, but Fishhook is primary community council.
- **Understand this would be a one-time grant from FHCC?** Yes, they understand, but think the additional day of forecasting would further demonstrate better value which would help future fundraising from the public.
- Dave Musgraves says FHCC has given HPAC money several times and they've done a good job managing expenses and haven't come back with the same funding ask again.
- Another resident commented that they need forecasting 7 days a week if they could afford it for maximum safety.
- **When would funding be used?** They plan on having the position active by next season based on FHCC approval timeline.
- Joe Irving made motion to introduce this RFP at reduced amount of \$10k, Ed Strabel 2nd
- Joe Irving's discussion is that we've already given HPAC funding 3 times already and he wants to know who else they've asked for funding? He would like to see donations more evenly distributed across the MSB.
- Andy Dennis says HPAC also works with AKDOT to help keep the HP road clear as an additional benefit to the FHCC.
- Public comment that it makes sense for FHCC to support HPAC as a general principle for supporting ski community; so many more people are using the backcountry and it is even more important to have good avalanche forecasting available.
- Adam (?) spoke about benefits of HPAC; said it shouldn't matter if other CCs don't chip in; avalanche safety disproportionately affects Fishhook residents so FHCC benefits more per capita.
- Ed Strabel said HPAC should also be requesting money from other CCs not just us; request is more than one year's funding we are given by the MSB.
- Motion made to raise introduced amount up by \$10K = amendment passed with ~3 voting against.
- Voted on the Main motion for the amended total of \$20k = Motion approved (almost unanimous); **HPAC RFP will proceed for final discussion & vote in April 2024.**

- **Previously suggested Future CAP ideas for discussion:** More free dumpsters during Spring Clean-up, Junk car/free dump clean-up gift cards sponsored by FHCC to reduce neighborhood trash, or a Community Watch program
 - Ian requested that residents submit ideas for future CAP RFPs and to let him know if any of these previous ideas are still of interest?
 - If so, these RFPs need a sponsor to write up a formal request.
- b. **Discuss Board's Ongoing Free Use of St. Herman's Church Meeting Room /**
Annual thank-you card, donation, etc.
 - Ian explained that we want to express our gratitude for them letting our board use their conference hall.
 - Cole Clippard made a Motion to give them \$200 to their benevolent fund and Joe Irving 2nd
 - Kristi Short said she would like to see this happen.
 - Another resident said \$200 seems too cheap.
 - **Dave Musgraves asked do we need 2 votes to authorize this?** No, this would be considered an allowable admin cost.
 - Ian explained that we are not being charged, but we want the FHCC residents to confirm they agree with us showing some appreciation.
 - Sherry Denny suggested a thank you plaque would also be nice; others thought a monetary gift would be more helpful.
 - Vote to approve \$200 thank-you was approved unanimously.

11. Persons to be Heard - 5 min limit (Name/Organization/Recap):

- Ed Strabel – wanted to say thank-you for \$10k grant to Mat-Su Ski Club that was rushed through the FHCC last year; they have spent most of it (\$9,686) to improve the stadium area. All Phases Electric did all perimeter lighting rewiring which was ~\$12k of work for free. They also reseeded but will need some more arctared fescue grass to add to the mix for a few \$1000 extra so they will spend all of the remaining grant funds.
- Dave Musgrave – gave notice that on Tuesday, January 16th the MSB Assembly is voting on changing terms of the Mayor and Assembly from 3 years to 4 years; also they are voting on whether to allow candidates for these Borough positions to list their party affiliation on ballots; this makes it so local government is no longer nonpartisan; Dave encourages folks to testify on Tuesday that these important decisions should be voted on by Borough residents and not decided by the Assembly - regardless of whether you think they're good ideas or not.
- Simon Johnson – was involved with the community council before and he read the draft board policy changes posted on the FHCC Facebook page; He disagrees that expediting meetings should be discouraged because he feels like

it's already too hard to get a quorum together for a meeting; therefore single vote approvals should not be discouraged.

- _(Name ?)_ said it was his first time at the FHCC; Wanted to let us know there is a new MSB driveway permitting process; through the end of Sept its was free, but now the MSB has a way for you to check the status of your driveway permit; **Can he share a copy of that document?** Another resident said the rules are supposed to help ensure good drainage.

12. Closing Comments: N/A

13. Next FHCC Meetings:

- February 5th Board Meeting @ 6PM: In-person at St. Herman Church & via Zoom
- April 18th General Meeting @ 7PM: In-person at GPRA Chalet & via Zoom

14. Attachments:

- 2023.10.19 Annual Mtg MINUTES - DRAFT.docx (with 2023 FHCC Annual Financial Report from Treasurer attached)

15. Adjournment (Time): __9:18PM__

Online Zoom Attendee List and Voting Tally:

Name	FHCC Member	Skeetawk RFP Amend +\$2k	Skeetawk RFP Main \$30k / \$32k total	MV Rebuild RFP Amend +\$1k	MV Rebuild RFP Main \$8k / \$9k total	HPAC RFP Amend +\$10k from \$10k Motion	HPAC RFP Main \$10k / \$20k total	St Hermans Thank-you \$200
Dawn Bettrager	Y	Y	Y	Y	Y	-	N	-
Gary Bettrager	Y	Y	Y	Y	Y	-	N	-
Melinda Logan	Y	Y	Y	-	-	-	-	-
Mike Logan	Y	Y	Y	-	-	-	-	-
Darcy Logan	Y	Y	Y	-	-	-	-	-
Amber McDonough	Y	Y	Y	Y	Y	N	Y	Y
Angela Sullivan	Y	-	-	-	-	-	-	-
Kailyn McGrath	N	-	-	-	-	-	-	-
Courtney Becker	Y	-	-	-	-	-	-	-

Minutes Approved by:

Ian Murphy

Digitally signed by Ian Murphy
Date: 2024.05.21 12:42:26 -08'00'

FHCC President

Approval Date: 5/21/2024


Attested by FHCC Secretary

Approval Date: 4/25/2024

Screen Capture of FHCC General Meeting on January 11, 2024:



Fishhook Community Council



RECEIVED
MAY 23 2024
CLERKS OFFICE

Board Meeting – Minutes February 5, 2024 @ 6PM

In-Person: St. Herman Orthodox Church - Welch Rd / 6988 N. En Dove Rd, Wasilla, AK 99654

Remote: Zoom Meeting ID: _856 0430 5998_ / Passcode: _338952_ / Phone #: +12532050468

(Zoom info to posted on FHCC Facebook page prior to the Meeting)

Questions? Email FHCC.AK@gmail.com

Agenda

1. **Call to Order (Time):** _18:10 by Ian_
2. **Board Roll Call (X):** _x_ Ian Murphy (President) / _x_ Joe Irvine (Vice President) /
___ Bryan Cherry (Treasurer) / ___ Amber McDonough (Secretary) /
x Misty Murphy (Deputy Secretary) / _x_ Cole Clippard / _x_ Ryan Judd
3. **Quorum Established - 4 members minimum (Y/N):** _Y_
4. **Meeting Attendees (Name / Organization / Community Member = Y/N):**
 - Simon Johnson with Skeetawk (Hatcher Alpine Xperience)
5. **Review & Approval of Agenda:** Motion to approve by Joe & 2nd by Misty
6. **Approval of Board Meeting Minutes from Last Meeting:** See Drive file: "2024.01.08 FHCC Board Meeting Minutes- DRAFT.docx"; Motion to approve by Misty & 2nd by Ryan
—
7. **Board Reports:**
 - a. **Treasurer's Report (Bryan):** N/A – Bryan was not in attendance
 - i. Savings Account Balance = _____
 - ii. Checking Account Balance = _____
 - iii. CAP Grant Fund Balance = _____

cm

b. Other Officer Reports:

- i. **MSB Comprehensive Plan Revision Update (Joe):** CC from Kelsey on meeting update with 38-page survey. Details will be used like comp plan as basis for Fishhook residents wanting quiet neighborhoods, no shooting ranges, and no detached 4-plexes.
- ii. **MEA Fishhook to Pittman Power Improvement Project Update (Amber):** No new update; On 1/2/24 Assembly delayed decision again on Amendment to MSB Code 17.05 - Essential Service Utilities until April 2, 2024 - more revisions & review expected. – Ian says no update.

c. Committees: N/A

- i. Joe talked to Pam Graham and responded to e-mail; no reporting necessary for CAP grants.

8. Correspondence:

a. PO Box Mail received: Flyers and Advertisements only

b. Emails to FHCC Gmail:

- i. Skeetawk inquiring about support from FHCC Board for CAPSIS grant. Letter of support required by 2/16 for snow cannon \$ request.
 1. Much discussion from board members. Consensus is we need approval from community, and not enough time to vote and approve.
 - a. Joe concerned about source of water for snow cannons and impact on environment.
 - b. Alternate discussion about putting on FB so community can write letters.
 - c. Keep as discussion for support for future, so we may consider supporting in time for CAPSIS 2025 deadline.
 2. Skeetawk Snow Cannon –
 - a. Simon says they will be fixed locations, source not totally known at this time but assuming mostly runoff. Not aware of how much water they use.
- ii. Email from Skeetawk asking clarification on RFP agreement – Board Discussion of grant agreement/RFP
 1. 2 bids are enough to be competitive
 2. Joe says old agreement stated grantee needed to pay money back if project was not completed, has not been an issue previously.
 - a. Action item – Ian will reply to Megan with clarification = DONE
 3. Simon looking for input on what is appropriate or what the board is looking for as far as support acknowledgement? Discussed

advertising on chairs, by chair lift, small plaque, etc. Anyone have any other ideas to offer Simon on how he can give nod to FHCC for its support?

iii. Flyer from Ian for the community

1. Need to update info about clean up and make bigger
2. Mention junk cars, trash, and ask community to reach out to us for nuance areas so we can share with borough to address them.
3. Move Matsu games to one page.
4. Action item – send revised mailed to FHCC board to get approval so we can get to Borough as request ASAP.

c. Other Emails to Board Members: Various AMCO Notices that have been shared via FB

9. Formal Presentations:

- a. N/A

10. Persons to be Heard - 5 min limit (Name/Organization/Recap):

- N/A

11. Unfinished Business:

a. Follow-up List from December Board Meeting

i. Ian:

1. Look into updating officers annually with State Corp Licensing; Ian will submit officer change and get reimbursed as needed – In Process
2. Get with Bryan on Bank Account Signatories = Letter for bank transfer at meeting, but other signatories not available. In process.
3. Set up OMA reminders for himself for meeting notice deadlines = still ongoing
4. Check into making Postcard/Magnet notices happen with MSB; Joe said MSB will pay for postage; Ian needs to call the Planning Dept. clerk for coordination contact = DONE. Now needs approval on flyer from board to send mailer to Borough. Time sensitive as the borough only allots so much \$ to all community councils, and once it's gone, it's gone for year.
5. Keep working with Cole on meeting sign options = ongoing
6. Ian to fill out Cash for Clean Up Program QR code survey and return to MSB to confirm FHCC interest in participating in & learning more about this potential program. = DONE

ii. Joe:

1. Bring revised A/V quote to January Board Meeting = Joe said no longer working on A/V, as that is the responsibility of person

- running Chalet. Only working on sound baffling. Joe working on bid from the company and will follow up = ongoing.
- 2. Work with Misty to transfer files for archiving old agendas & minutes for records = Misty has docs and thumb drive and working on scanning, importing, and organizing = DONE
- 3. Update FHCC CAP grant agreement with requirement to publicly acknowledge funding contributions by FHCC CAP funds = still need to add to grant agreement template. – Putting off till next meeting with more board members present.
- 4. Confirm how FHCC has received notice of CAP funding application periods in the past & report back. = Joe will ask tomorrow when visits the MSB. – Historically they come in mail, but this year came in e-mail = DONE
- 5. Joe was going to post about our Jan 11 general meeting on Nextdoor as a test; How did this work? – Joe says put in events. Still trying to work/chat with Nextdoor for better outreach. Seems like it went ok = DONE
- 6. Joe wanted to draft up a “Welcome to Fishhook” form letter for posting on Nextdoor, etc. Ian requested a draft copy to see what it will look like in advance. Did Joe figure out how to do it? -Ian did not have copy. Ryan did get a copy and said they would forward to Ian. Seems like it was a great outline and will follow up = Ongoing.
- 7. Joe to ask Theresa T. about these communications to see if FHCC can get notice via gmail (or snail-mail); RE: 11/22/23 MSB Platting Meeting discussed Mountain Glory lot consolidation in FHCC - Platting Admin Theresa Taranto said 16 public hearing notices were mailed out 10/31/23, but don't think they mailed or emailed the FHCC [see 12/19/23 Assembly citizen correspondence pg 4]. – Joe said no contact yet with Theresa = ongoing
- iii. Bryan: Items moved to next meeting as Bryan was not present
 - 1. Filing of 1099 EZ with IRS status = ongoing
 - 2. Bryan agreed to provide this info to Joe: Joe had questions for Bryan about a current list of projects FHCC funded in 2021 – specifically for HPAC & Skeetawk? Award amounts vs. cash outlays have been different for grants and he said this needs to be reported on at the Annual Meeting in October.
 - 3. Ian requested backup access to be able to make posts on FHCC Facebook page; Bryan to get with Ian to coordinate with Facebook to get him admin rights.
- iv. Amber:
 - 1. Amber unable to attend February 5th board meeting; she will prep draft agenda in advance so Misty can cover and take minutes = DONE

v. Misty:

1. Draft this authorization letter needed by the bank. = ongoing – letter done just needs to signed and submitted
2. Get archive of previous Board Resolutions assembled & filed and shared with MSB & Board. She got docs/drive and work in progress. Will take weeks/months. = ongoing;

vi. Cole:

1. Take lead on Bylaw Committee and let folks know about proposed changes at all upcoming General Meetings = ongoing will have redlined version available for April General Meeting – He has 1 person signed up for Committee, hoping for more. No additional info to provide
2. Work with Ian on sign options = ongoing

vii. Ryan:

1. N/A

b. **Creation of Bylaws Committee Update & Proposed Changes (Cole):** Dave Musgraves volunteered to join bylaws committee; nothing new to discuss at this time = Ongoing;

- i. Approval limit for motions raised to $\frac{3}{4}$ vote
- ii. Optional Deputy Secretary Officer position

c. **Discuss Proposed Board Policy Amendments / See Drive File “DRAFT Update FHCC General Board Policies 12-13-23.docx” / Tabled for next board meeting where all present**

- i. Definition of emergency meeting prerequisites
- ii. Board officer hand-off best practices for annual transitions
- iii. 14-day lead time guidance for planning meetings to meet public notification requirements
- iv. 5-minute time limit for persons to be heard
- v. Communication guidelines for posting MSB & other information of community interest on FHCC website and via email lists; approvals needed prior to posting?
- vi. **Note:** Simon Johnson commented at the general meeting that he read the draft board policy changes and he disagrees that expediting meetings should be discouraged because he feels like it's already too hard to get a quorum together for a meeting; therefore single vote approvals should not be discouraged. **Board thoughts on this?**
 1. Joe said 2 things come up to write bylaws specifically or generally. Joe says in his opinion it's better to not be detailed as general is better strategy.
 2. Ian offered a brief general discussion that emergencies are not a good thing just to push things through quickly.

3. Cole offered to get emergency meeting requests onto the General Meeting to have a better chance of a quorum. With good attendance #s and we continue to grow we will have better footing for community participation. Need to make sure we have a quorum every quarterly general meeting .
- d. Discuss suggestion to put FHCC grant money into a bank certificate of deposit (CD) to earn interest / See MVFCU rates: [mvfcuhttps://www.mvfcu.coop/accounts/index.html](https://www.mvfcu.coop/accounts/index.html).coop - Tabled for next board meeting where all present
- e. Discuss need for FHCC-owned projector & other audio/video equipment prior to the next general meeting – Discussed not needing anything additional - **consider discussing at next meeting**. The Chalet manager has one projector FHCC can rent for \$100.

12. New Business:

- a. **Community Assistance Program (CAP) Grants Request for Proposals:**
 - i. Discuss any new RFPs received since the last Board Meeting? = None received.
 - ii. Future CAP ideas: Anyone want to take lead on drafting up an RFP for any of these?
 1. More free dumpsters during Spring Clean-up – Misty looking into how to see if we can get borough to cover or leave others longer. This is a want for our next clean up. = ongoing
 2. Community Watch program – Misty discussed wanting to breathe life into this, but needs help from the community.
 3. Junk car/free dump clean-up gift cards for – Did not discuss.
 4. Nothing else considered at this time. How else to advertise or get word out to the community that we have a program?
- b. **St. Herman's Church Free Use of Meeting Room**
 - i. \$200 donation approved by membership; who will draft up a check and present to St. Herman's leadership? Ongoing = Need check from Bryan; Joe offered to deliver it to the church. Misty asking for contact info.
 - ii. Will this be an annual gift? – Board interested; Bring as motion at next meeting.
 - iii. Discuss Sherry Denny suggestion to purchase a plaque for them to hang in their meeting hall (Re: email received from Sherry on 1/12/24] – Bring as motion at next meeting
 - iv. Discussed making our own plaque. Ryan suggested Cricut and he has a friend that can do beautiful work; he will bring in examples at the next meeting – Action item for next meeting.
- c. **Membership Communications**

- i. Dave Musgrave would like future general meeting announcements to include draft prior meeting minutes along with the draft agenda:
 - 1. Can Ian include minutes with his agenda emails going forward? - Yes, Ian will include approved minutes/agendas
 - 2. Can Bryan include draft meeting minutes on our FB page in advance of general meetings? Did not discuss as Bryan not here

13. Public Announcements / Closing Comments:

- a. Cole inquired if RFP was discussed? It was not. Cole will be reaching out to the RFP applicant on an answer about \$ by October.
 - i. Joe asked if we can use money for downpayment on land/building purchase. What if we accept and next the person wants \$ on downpayment?
 - ii. Ian – As long as doesn't violate rights.
 - iii. Cole – No different than ski lift purchase. Issue is they're not guaranteed to get property. Brings up what if Skeetawk doesn't do their project, do we get grant money back?
 - iv. Ian – give money and nothing may become of it. RFP language may be worded wrong. Need to discuss agreement, and outcome/timing of project, and follow up required.

14. Next FHCC Meetings:

- a. March 4th Board Meeting @ 6PM: In-person at St. Herman's Church & via Zoom
- b. April 18th General Meeting @ 7PM: In-person at GPRA Chalet & via Zoom

15. Attachments:

- a. [2024.01.08 FHCC Board Meeting Minutes- DRAFT.docx](#)
- b. [DRAFT Update FHCC General Board Policies 12-13-23.docx](#)

16. Adjournment (Time): 20:06 Motion to Adjourn by Joe & 2nd by Misty

Minutes Approved by:

Ian Murphy Digitally signed by Ian Murphy
Date: 2024.05.21 12:52:15
-08'00'

FHCC President

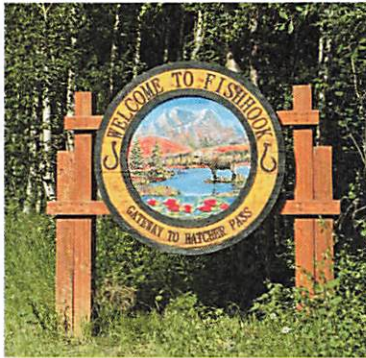
Approval Date: 5/21/2024

Amber M. McDonough

Attested by FHCC Secretary

Approval Date: 4/24/2024

Fishhook Community Council



RECEIVED
MAY 23 2024
CLERKS OFFICE

Board Meeting – Minutes March 4, 2024 @ 6PM

In-Person: St. Herman Orthodox Church - Welch Rd / 6988 N. En Dove Rd, Wasilla, AK 99654

Remote: Zoom Meeting ID: 856 0430 5998 / Passcode: 338952 / Phone #: +12532050468

(Zoom info to posted on FHCC Facebook page prior to the Meeting)

Questions? Email FHCC.AK@gmail.com

Agenda

1. **Call to Order (Time):** 6:19PM by Ian
2. **Board Roll Call (X):** _x_ Ian Murphy (President) / _x_ Joe Irvine (Vice President) /
X Bryan Cherry (Treasurer) / _x_ Amber McDonough (Secretary) /
x Misty Murphy (Deputy Secretary) / _x_ Cole Clippard / _x_ Ryan Judd
3. **Quorum Established - 4 members minimum (Y/N):** _Y_
4. **Meeting Attendees (Name / Organization / Community Member = Y/N):**
 - Rod Hanson – President of North Lakes CC [5 board members]; new NLCC President as of January 2024 & is trying to understand how other CCs are operating; Wolf Lake is partially in his CC. He just wants to listen to our meeting for ideas that would be helpful for the NLCC. He's happy to talk with any of us if we have questions and want to email him: rod@nlakes.cc
5. **Review & Approval of Agenda:** Motion to approve by Bryan & 2nd by Joe; Any objections? None = Approved
6. **Approval of Board Meeting Minutes from Last Meeting:** See Drive file: "Minutes Draft 2024.02.05 FHCC Board Meeting.docx"; Motion to approve by Cole & 2nd by Misty; Any objections? None = Approved

Ch

7. Board Reports:**a. Treasurer's Report (Bryan):**

- i. Savings Account Balance = _\$79,732.95_
- ii. Checking Account Balance = _\$20,543.80_
- iii. CAP Grant Fund Status = No news on next round of Funding; Per Joe says MSB is behind schedule and so FY25 grant info is not sent yet; Ian says there's an application for FY25 that we need to fill out and return ASAP to Pam Graham @ MSB via email; Ian will do tonight = DONE

b. Other Officer Reports:

- i. **MSB Comprehensive Plan Revision Update (Joe):** No updates
- ii. **MEA Fishhook to Pittman Power Improvement Project Update (Amber):** On 1/2/24 Assembly delayed decision again on Amendment to MSB Code 17.05 - Essential Service Utilities until April 2, 2024; Talks with MEA to draft up mutually agreeable changes before April ongoing; may include a "do-over" ordinance strategy.
- iii. **Update on Palmer-Fishhook Separated Pathway:** See Fact Sheet (Amber):
["20231109+PalmerFishhook+Separated+Pathway+Fact+Sheet.pdf"](#)
- iv. **3/5/24 Assembly Meeting Citizen Correspondence Highlights (Amber):** See ["South Knik River CC RS & Tanaina Investments 3-5-24 Citizen Correspondence.pdf"](#)
 1. South Knik River CC passed a resolution that they want to become part of a Special Use District; Joe described the past FHCC experience trying to create a SPUD for the Hatcher Pass Village that was tabled and shutdown by the Assembly after 3 years of community effort; Assembly proposed 100s of changes to our SPUD; the Village was never built but process was very frustrating.
 2. Tanaina CC treasurer is putting their savings in money market and has filed their tax forms for FY23. Amber to ask Will Hastings for savings investment details = added to to-do list below.

c. Committees:

- i. **Bylaws (Cole):** Present proposed changes at all upcoming General Meetings; Dave Musgraves volunteered to join bylaws committee and Cole hoping for more to join; Cole will have redlined draft available for April General Meeting = added to to-do list.
 1. Misty would like Bryan to make a post of Facebook that we are assembling a Bylaws Committee and looking for members (added to to-do list).
 2. Cole put together a paragraph for Bryan to Post & emailed to the board tonight = DONE

3. Proposed changes: Approval limit for motions raised to $\frac{2}{3}$ vote & Optional Deputy Secretary Officer position

8. Correspondence:

- a. **PO Box Mail received:** Joe says box was full of ads & a packet from the MSB Fish & Wildlife Commission about Board of Fisheries Meeting 2/23 – 3/5/24; mainly concerned about declining fish counts in MSB. Packet was postmarked 2/7/24 so we missed this opportunity & need to check box more frequently.
- b. **Emails to FHCC Gmail:**
 - i. [Palmer-Fishhook and Trunk Road Roundabout Notice from AK DOT](#) = Posted by Bryan on Facebook; Seemed like folks who responded to the post were divided about whether they like it or not.
 - ii. [Sulinua Marijuana Cultivation Facility Renewal Notice](#) = Posted by Bryan
- c. **Other Emails to Board Members:**
 - i. [AK Div of AG small grant announcement for Food Security: good for green houses, etc.; deadline to apply is March 15th](#) = Posted by Bryan
 - ii. MSB Spring check in and reminder from Estelle Wiese, Departmental Administrative Specialist emailed Amber & Ian on 3/1/24; reminder for things we already do per Misty – said she needs to get them our approved minutes for Feb 2024.

9. Formal Presentations:

- a. N/A

10. Persons to be Heard - 5 min limit (Name/Organization/Recap):

- N/A

11. Unfinished Business:

a. Board To-Do List

i. Ian:

1. **Status of Community Flyer?** ASAP needs approval on flyer from board to send mailer to Borough. Time sensitive as the borough only allots so much \$ to all community councils, and once it's gone, it's gone for year. Still working on the Flyer and we need to take Arctic Winter Games info off because it will be too late; MSB needs 30 days lead time for mailers; Insert CAP information (Misty) and Bylaws Committee outreach (that we're looking for folks to review and recommend changes) instead; let residents know if committee recommendations are made the bylaw changes will be voted on during Annual Meeting in Oct 2024 & to contact FHCC email for more info; Misty would like the board to reviewed and approved by April 1 at the latest. Motion to allow Misty to send

out without Board approval & minor edits by Secretary introduced by Cole and 2nd by Amber; Approved unanimously.

2. Look into updating officers annually with State Corp Licensing; Ian will submit officer change & get reimbursed as needed = **ongoing**
3. Get with Bryan on Bank Account Signatories = Letter for MVFCU bank signatory transfer is done; **Ian needs to give a letter to Amber to e-sign and then Ian will take it down to MVCU to get it processed.**
4. **Ian to ask MVFCU about options for putting FHCC money into a bank certificate of deposit (CD) / money market account to earn some interest when he drops off the transfer letter.**
5. Set up reminders for himself for meeting notice deadlines = **DONE**

ii. **Joe:**

1. Joe getting Chalet sound baffling bid from company and will follow up = **ongoing.**
2. Joe to ask Theresa T. about Platting Board communications to see if FHCC can get notice via gmail (or just snail-mail); RE: 11/22/23 MSB Platting Meeting discussed Mountain Glory lot consolidation in FHCC - Platting Admin Therea Taranto said 16 public hearing notices were mailed out 10/31/23, but don't think they mailed or emailed the FHCC [see 12/19/23 Assembly citizen correspondence pg 4]. Joe called Theresa and couldn't get ahold of her, but the Admin Secretary for the Platting Board said they are required to s-mail; Joe asked her to use our email address as well and she'd try to send cc to our email as well in the future = **DONE**

iii. **Bryan:**

1. Filing of 1099 EZ with IRS status = **will be done before April 15th.**
2. Joe had questions for Bryan about a current list of projects FHCC funded in 2021 – specifically for HPAC & Skeetawk award amounts vs. cash outlays have been different for grants and he said this needs to be reported on at the Annual Meeting in October. Bryan agreed to provide this paper trail to Joe/Board – **Bryan will create a file for each grant award with all the associated info on the Google Drive with Misty's help if needed.**
3. Ian requested backup access to be able to make posts on FHCC Facebook page; Bryan to get with Ian to coordinate with Facebook to get him shared admin rights = **will do when Bryan gets back from vacation.**
4. **Bryan to follow up with Jonathan Spears about a community watch program for CAP application creation.**
5. **Post on Facebook that we are assembling a Bylaws Committee and looking for members using Cole's paragraph (emailed out tonight).**

- iv. **Amber:**
 - 1. Add meeting times to all GMs & BMs agendas & minutes = DONE
 - 2. Amber to ask Will Hastings Treasurer for Tanaina CC about savings investment details.
 - v. **Misty:**
 - 1. Authorization letter needed by the bank = DONE
 - 2. Archive of previous Board Resolutions assembled & filed and shared with MSB & Board; Archiving of FHCC documents is a work in progress & will take weeks/months to finish. = ongoing;
 - 3. Misty to add column to future sign-in sheets to see how attending folks learned about our meetings (requested by Joe).
 - vi. **Cole:**
 - 1. Work with Ian on meeting sign options for better visibility; Bryan wondered if solar lights might work? Cole is leaning toward reflective signs that will be more reliable year round = ongoing;
 - 2. Cole will have redlined bylaw changes drafted & available for introduction at April General Meeting = ongoing
 - vii. **Ryan:**
 - 1. Joe wanted to draft up a "Welcome to Fishhook" form letter for posting on Nextdoor, etc. Ian requested a draft copy to see what it will look like in advance. Ryan got a copy and would forward to Ian = he is going to forward it tonight
- b. **Discuss need for FHCC-owned projector & other audio/video equipment prior to the next general meeting**
- i. Discuss A/V quality at last General Meeting (Amber) = Closed
 - ii. What other equipment is available for rent from the GPRA Chalet? = none needed.
- c. **Membership Communications**
- i. Can Bryan include prior-meeting's draft minutes on our FB page in advance of all general meetings? = DONE, Bryan posted it for March 4th on 3/28/24 already in text format; Ian & Amber prefer Bryan post jpeg images instead for readability for now.
- d. **Discuss putting FHCC money into a bank certificate of deposit (CD)** Joe would like to revisit CD / money market for our savings funds; Ian wants to table decision until next meeting & Amber to add to the next BM Agenda; no objections / See link to MVFCU rates = [mvfcuhttps://www.mvfcu.coop/accounts/index.html.coop](https://www.mvfcu.coop/accounts/index.html.coop)
- e. **St. Herman's Church Thank-you for Free Meeting Room**

- i. \$200 donation approved by membership; Misty tried several times to contact them, but no response from Cay West; Need signed check from Bryan & Joe offered to deliver it to them. However, we still need a 2nd vote at the General Meeting in April to authorize the donation.
 - ii. Motion for this to be an annual gift? Amber to add to agenda for April GM
 - iii. Review Sherry Denny suggestion on 1/12/24 to purchase a plaque for St. Herman's for \$63 - 90+shipping (?); Or make our own plaque as Ryan suggested? Ryan to bring in examples of Ashley's work – 2 tone wood engraving; the 10"x15" size estimated at \$75-\$100; Ryan's business is donating the wood. Ryan to get us her proposal by the April general meeting. Ian will review meeting minutes around Sherry's suggestion to see if it already got seconded; however, board liked Joe's idea to make an Amendment motion in April to include the plaque as part of the original motion instead of a new motion.
- f. **Discuss Proposed Board Policy Amendments / See Drive File "DRAFT Update FHCC General Board Policies 12-13-23.docx"** Joe motion to table this until to next BM meeting, Misty 2nd. Approved unanimously.
- i. Definition of emergency meeting prerequisites
 - ii. Board officer hand-off best practices for annual transitions
 - iii. 14-day lead time guidance for planning meetings to meet public notification requirements
 - iv. 5-minute time limit for persons to be heard
 - v. Communication guidelines for posting MSB & other information of community interest on FHCC website and via email lists; approvals needed prior to posting?
 - vi. Modification of language that expediting meetings should be discouraged?
- g. **Community Assistance Program (CAP) Grants Request for Proposals:**
- i. New RFPs received since the last Board Meeting? No new RFPs.
 - ii. Bryan what is status of Skeetawk grant? Where is the signed grant agreement from them? On Jan 19, 2024 Simon emailed the grant agreement to us with an e-signature; now agreement needs FHCC officer signature (Ian?) and grant #. FHCC needs to get bank letter processed first before we can release the funds – Ian to prioritize this.
 - iii. How else to advertise or get word out to the community that we have a program? Advertise CAP program on our flyer, in meeting agendas, and on Facebook (Bryan is ok prioritizing outreach as paid priority post too).
 - iv. Future CAP ideas:
 - 1. More free dumpsters during Spring Clean-up – Misty looking into how to see if we can get borough to cover or leave others longer.

This is a want for our next clean up. = ongoing, they told Misty they're not in community clean up mode yet and told us to wait.

2. Community Watch program – Misty discussed wanting to breathe life into this, but needs help from the community. Discuss with membership at the April general meeting – per Bryan, Jonathan Spears was interested in helping.
3. FHCC-funded dump clean-up gift cards for residents to distribute to their neighbors to encourage junk removal? Cole doesn't think this would be a good use of funds; Misty recommends scrapping it because Ian said it would be better if residents told the FHCC Board about issues with specific neighbors. Then they could let the Board address the junk with the MSB on behalf of the resident.

12. New Business:

- a. Updates to CAP Grant RFP Agreement Template / See Drive File “_FHCC grant agreement 2024 AM Edit.docx”; Motion to table discussion until next meeting by Joe, 2nd by Amber; no objections = approved.
 - i. Review Joe's changes to this document in Red: He added requirement to publicly acknowledge funding contributions by FHCC CAP funds to template.
 - ii. Discuss if we get grant money back if projects don't get completed? Ian –RFP language may be worded wrong? Need to discuss agreement, and outcome/timing of project, and follow up required = Cole will contact Matsu Rebuild owner to ask him questions about his RFP and the grant money status if purchase doesn't happen by October
 - iii. Amber to resend revised Grant Agreement to the group = DONE.

13. Public Announcements / Board Closing Comments:

- a. Joe mentioned that Frontiersman is only being published x2 per week so need to get notice of general meetings out earlier. Misty suggested we should get the notice for general meetings out 21 days early to the MSB? Agenda can follow, but should post on FB and send out via email in advance; Does Estelle @ MSB have an expedited plan if we need to have a special meeting?

14. Next FHCC Meetings:

- a. April 1st Board Meeting @ 6PM: In-person at St. Herman's Church & via Zoom
- b. April 18th General Meeting @ 7PM: In-person at GPRA Chalet & via Zoom

15. Attachments:

- a. Minutes Draft 2024.02.05 FHCC Board Meeting.docx
- b. 20231109+PalmerFishhook+Separated+Pathway+Fact+Sheet.pdf
- c. DRAFT Update FHCC General Board Policies 12-13-23.docx
- d. _FHCC grant agreement 2024 AM Edit.docx

- e. [South Knik River CC RS & Tanaina Investments 3-5-24 Citizen Correspondence.pdf](#)

16. Adjournment (Time): Motion to Adjourn by Cole & 2nd by Joe @ 8:10PM; No objections = Approved

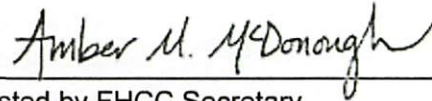
Minutes Approved by:

Ian Murphy

Digitally signed by Ian Murphy
Date: 2024.05.21 12:53:40
-08'00'

FHCC President

Approval Date: 5/21/2024



Attested by FHCC Secretary

Approval Date: 4/24/2024

Fishhook Community Council



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MAY 23 2024
CLERKS OFFICE

Board Meeting – Minutes April 1, 2024 @ 6PM

In-Person: St. Herman Orthodox Church - Welch Rd / 6988 N. En Dove Rd, Wasilla, AK 99654

Remote: Zoom Meeting ID: 856 0430 5998 / Passcode: 338952 / Phone #: +12532050468

(Zoom info to posted on FHCC Facebook page prior to the Meeting)

Questions? Email FHCC.AK@gmail.com

Agenda

1. **Call to Order (Time):** 6:20PM by Ian
2. **Board Roll Call (X):** _x_ Ian Murphy (President) / _x_ Joe Irvine (Vice President) / _x_ Bryan Cherry (Treasurer) / _x_ Amber McDonough (Secretary) / _x_ Misty Murphy (Deputy Secretary) / ___ Cole Clippard / _x_ Ryan Judd
3. **Quorum Established - 4 members minimum (Y/N):** _Y_
4. **Meeting Attendees (Name / Organization / Community Member = Y/N):**
 - Jon Gage / April Fools Zoom Jokesters / ?
5. **Review & Approval of Agenda:** Motion to approve by Misty & 2nd by Amber; Any objections? No = APPROVED
6. **Approval of Board Meeting Minutes from Last Meeting:** See Drive file: "Draft Minutes 2024.03.04 FHCC Board Meeting.docx"; Motion to approve by Misty & 2nd by Joe ; Any objections? No = APPROVED
7. **Board Reports:**
 - a. **Treasurer's Report (Bryan):** *(No update / Bryan arrived to the meeting later)*
 - i. Savings Account Balance = \$ N/A
 - ii. Checking Account Balance = \$ N/A
 - iii. CAP Grant FY25 Funding Status = No update

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b. Other Officer Reports:

- i. **MSB Comprehensive Plan Revision Update (Joe):** No updates; first phase completed; Kelsey Anderson & Kim Sollien are no longer with the MSB Planning Dept.
- ii. **MEA Fishhook to Pittman Power Improvement Project Update (Amber):** On 1/2/24 Assembly delayed decision again on Amendment to MSB Code 17.05 - Essential Service Utilities until April 2, 2024; Working on drafting new ordinance with MEA to include mutually agreeable changes since OR 23-080 is not expected to get enough Assembly support at tomorrow's meeting. MEA's first priority is to build Meadow Lakes Substation with construction starting Summer 2025.
- iii. **Assembly Meeting Citizen Correspondence Highlights (Amber):** Nothing of FHCC interest to report.

c. Committees:

- i. **Bylaws (Cole):** Proposed changes include: Approval limit for motions raised to $\frac{2}{3}$ vote & Optional Deputy Secretary Officer position / No update because Cole not in attendance.

8. Correspondence:

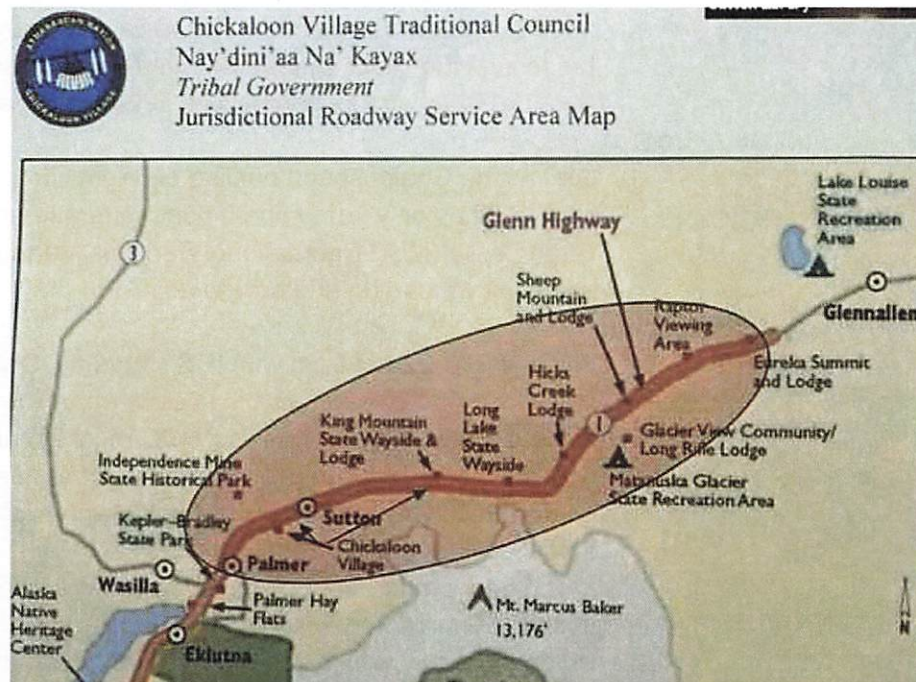
a. PO Box Mail received:

- i. Notice that IRS didn't have our 2022 tax filing; Per Bryan, our taxes were filed through a 3rd party service and they didn't actually file our taxes with the IRS for us. Bryan working on resolving this issue.
- ii. MSB FWC notice that summarizes the state of the fish in the Valley. Bryan to see if he can find it online so we can post a link on our Facebook page. Amber also requested link from MSB FWC via email.

b. Emails to FHCC Gmail:

- i. 3/31/24 Notice: Your Zoom account has used almost all of the available cloud recording storage / 4.12 GB (82% used) of 5 GB; Discuss storage/archiving protocols for Zoom video recordings;
 - 1. We have only used 3.4GB of 15GB on Google Drive; extra Google Drive Storage is cheaper than Zoom Storage; per Bryan 15G is free, then 100G is \$2/month.
 - 2. Amber moved all of existing Zoom recordings saved on our Zoom account to our Goggle Account; she deleted 1 older file from 2021 to free up some Zoom storage space = DONE
 - 3. Misty to look at compressing the video files on our Google Drive.
- ii. 3/10/24 Sutton CC meeting invite to discuss CVTC Police department jurisdiction/authority on March 27th; FHCC is included in their map; Bryan says the big concern is their jurisdiction and this is getting worked out. Some conflicts in the past – worth having a conversation about their role. Amber said the Chickaloon Police Phone Number is: 907-745-0700 per

Chickaloon CC Minutes; Bryan to call Donna Anthony (Chief of Police for the Chickaloon Tribe) and get more details about their plans.



- iii. 3/21/24 Notice of Mat-Su Farmland Mixer hosted by Alaska Farmland Trust about protecting farmland in Alaska, per email from Kayleigh Brandt, Outreach Specialist on 3/28/24; We didn't see email in time to post anything on this; no Board member attended this event.

- c. **Other Emails to Board Members:** Andy Dennis with Avalanche Forecast Center is going to attend our 4/18/24 General Meeting.

9. Formal Presentations:

- a. N/A

10. Persons to be Heard - 5 min limit (Name/Organization/Recap):

- N/A

11. Unfinished Business:

a. Board To-Do List

i. Ian:

1. Update officers annually with State Corp Licensing; Ian will submit officer change & get reimbursed as needed = Ian mailed this change to State so it should be updated in a few weeks.
2. Get with Bryan on Bank Account Signatories = DONE

3. Status of Skeetawk grant? On Jan 19, 2024 Simon emailed the signed grant agreement to us; Now agreement needs FHCC officer signature and grant # assigned. Joe says Bank doesn't need 2-signature rules of the FHCC Board for things over \$250. = Ian to sign the grant agreement, get Bryan to assign grant number (ex: 01-2024), and then work with Bryan to cut a check to them.
- ii. Joe:
1. Joe getting Chalet sound baffling bid from company and will follow up = Joe has only found one bidder so far. Joe has a meeting with Hugh Leslie (MSB Recreational Services Manager) next week to see what we can do and how to do it.
- iii. Bryan:
1. Filing of 990-EZ tax from with IRS status = DONE for 2023; Bryan is working on 2022 lack of filing notice from IRS.
 2. Need a paper trail for projects FHCC recently funded from 2021 until now for a Treasurer report at the Oct Annual Meeting; Ex: need to reconcile HPAC & Skeetawk grant award amounts vs. actual cash outlays; = DONE
 3. Bryan to get Ian Facebook backup access so he has shared posting admin rights = Bryan still needs to get with Ian
 4. Bryan to follow up with Jonathan Spears about community watch program for CAP application creation. Bryan followed up but hasn't heard back from him.
 5. Need to post on Facebook that Board is assembling a Bylaws Committee and looking for members using Cole's prepped paragraph (Cole emailed wording to the board night of 3/4/24). Bryan still needs to post this on our Facebook page ASAP.
- iv. Amber:
1. Amber to ask Will Hastings Treasurer for Tanaina CC about savings investment details = DONE, they have not invested their money any differently yet, but have discussed doing so.
- v. Misty:
1. Archiving of FHCC documents is a work in progress & will take weeks/months to finish = ongoing;
 2. Misty to add column to future community sign-in sheets to see how attending folks learned about our meetings = DONE
 3. Community Flyer Status; Amber reviewed final version Misty sent out the week of March 5th. Needs to be sent to MSB ASAP to get Borough approval and funding. Ian spoke to the MSB and Karol Riese says she'll send it out in the next 2 weeks as of today = ongoing
 4. Need a paper trail for projects FHCC recently funded from 2021 until now for a Treasurer report at the Oct Annual Meeting; Ex:

need to reconcile HPAC & Skeetawk grant award amounts vs. actual cash outlays; Misty to create Google File drive = DONE

vi. Cole:

1. Work with Ian on upgrading our meeting signs for better visibility; = ongoing
2. Cole will have redlined bylaw changes drafted & available for introduction at April General Meeting = no update
3. Cole to contact Matsu Rebuild owner to ask questions about his RFP & grant money status if purchase doesn't happen by October = no update

vii. Ryan:

1. Send copy of a "Welcome to Fishhook" form letter posted on Nextdoor to Ian; Ryan forwarded the letter to Ian after March Meeting = DONE
2. Ryan to get Board a cost proposal for the wood plaque for St Herman by the April general meeting. = A 18" x 10" plaque is \$90 per Ryan and he will hold off ordering it until after our April general meeting; it will be added as an amendment to the initial motion.

b. Discuss putting FHCC money into a bank certificate of deposit (CD) / See link to MVFCU rates (Joe) =

[mvfcuhttps://www.mvfcu.coop/accounts/index.html.coop](https://www.mvfcu.coop/accounts/index.html.coop)

- i. Per Joe a 1-yr CD would earn decent interest; ex: \$20k would earn \$900 in interest; \$50k would be \$2,300. There's no penalty for early withdrawal, we'd just lose interest that we wouldn't earn.
- ii. Bryan recommended creating several \$10k CDs instead of a bigger one to lessen the chance of having to break one; Board liked this idea.
- iii. Amber to add Treasurer's report introduction where Bryan will present recommendations at the next General Meeting = DONE

c. St. Herman's Church Thank-you for Free Meeting Room

- i. \$200 donation approved by membership in January; We still need a 2nd vote at General Meeting in April to authorize the donation.
- ii. Purchase of Thank-you Plaque for St. Herman Church; Ryan's business will donate the wood for a locally made 2-toned engraved plaque and he will get us a cost proposal by the April GM; Ryan will make an Amendment to the original motion to include the plaque to recognize St Herman.
- iii. Motion for this to be an annual gift was added to our April GM Agenda.

d. Community Assistance Program (CAP) Grants Request for Proposals:

- i. New RFPs received since the last Board Meeting? N/A
- ii. Status of Skeetawk grant? See above under Ian's tasks.

- iii. Future CAP ideas:
 - 1. More free dumpsters during Spring Clean-up – Misty looking into how we can get borough to cover costs/or leave dumpsters out longer = ongoing; Misty still waiting on this.
 - 2. Community Watch program – Needs help from community; Too much for a Board member to take on alone and need 50% of the community to approve of the program.
 - a. Added to GM agenda under officer reports for Misty to introduce need for someone wanting to take lead on this;
 - b. Bryan to also post information about this program on our Facebook page or Nextdoor, or on the radio or Ring apps.
 - c. Misty to add a column on the meeting sign-in sheet to gauge resident interest and also man the sign-in table to seek input on interest.

12. New Business:

- a. **Discuss Proposed Board Policy Amendments / See Drive File “DRAFT Update FHCC General Board Policies 12-13-23.docx” / Updates approved and Amber sent out Final Draft to the Board.**
 - i. Definition of emergency meeting prerequisites
 - ii. Board officer hand-off best practices for annual transitions
 - iii. 14-day lead time guidance for planning meetings to meet public notification requirements
 - iv. 5-minute time limit for persons to be heard
 - v. Communication guidelines for posting MSB & other information of community interest on FHCC website and via email lists
 - vi. Modification of language that expediting meetings should be used judiciously
 - vii. 1-week Board pre-approval lead time for presentation requests
- b. **Updates to CAP Grant RFP Agreement Template / See Drive File “_FHCC grant agreement 2024 AM Edit.docx” / Updates approved and Amber sent out Final Draft to the Board.**
 - i. Review Joe's changes in Red; He added requirement to publicly acknowledge funding contributions by FHCC CAP funds to template.
 - ii. Discuss if we get grant money back if projects don't get completed? Perhaps provide him a letter of credit for him to show others – per Bryan. Table this side discussion until we talk to Cole about MatSu Rebuild.
- c. **Outreach Suggestion about Inviting Residents to April Meeting (Joe):** Joe wrote & shared a welcome letter today for us to review. He would like to use it to do outreach to new subdivisions to introduce new neighbors to the FHCC. He encourages other Board members to do new face to face invitations.

- i. Joe will email the letter out to the Board for final edits before using a final draft for his outreach.
- ii. Joe will send it to Bryan for him to post on social media sites.
- d. **April 18th General Meeting Prep**
 - i. All Board members should show up around 6pm to help set up.
 - ii. Misty will bring tea & hot cocoa for folks
 - iii. Need to put Meeting Signs out – Cole does them, so Ryan said he will call him to remind.
 - iv. Check in with the Chalet – Ian to call Sierra in next few days.
 - v. Suggestion to look into FHCC pens to hand out to members with our email contact info?

13. Public Announcements / Board Closing Comments:

- a. N/A

14. Next FHCC Meetings:

- a. April 18th General Meeting @ 7PM: In-person at GPRA Chalet & via Zoom
- b. May 6th Board Meeting @ 6PM: In-person at St. Herman's Church & via Zoom

15. Attachments:

- a. [Draft Minutes 2024.03.04 FHCC Board Meeting.docx](#)
- b. [DRAFT Update FHCC General Board Policies 12-13-23.docx](#)
- c. [FHCC grant agreement 2024 AM Edit.docx](#)

16. Adjournment (Time): Motion to Adjourn by Misty & 2nd by Joe @ 8:30 PM;
Objections? No

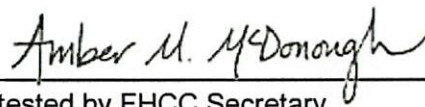
Minutes Approved by:

Ian Murphy

Digitally signed by Ian Murphy
 Date: 2024.05.21 12:54:45
 -08'00'

FHCC President

Approval Date: 5/21/2024



Attested by FHCC Secretary

Approval Date: 5/10/2024

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

A regular meeting of the Greater Talkeetna Road Service Area Board of Supervisors (RSA 29) was held via Zoom at 6:30 pm on April 11, 2024. Board members John Strassenburgh, Billy FitzGerald, and Robert Gerlach attended, as did Conrad Carr, Borough Interim Road Superintendent, Dawn Harris, D&S, and community member Chuck Schumann. No other persons were present.

- I. There was a quorum, and the meeting was called to order at 6:31 pm.
- II. Minutes of the March 11, 2024 special meeting were approved as written.
- III. Our new Borough Interim Road Superintendent Conrad Carr introduced himself. He drove Talkeetna roads earlier today. He provided the Board with general assessment of current conditions.
- IV. The Board discussed potential Public Construction projects for the coming construction season. John first brought up the question of potential impact of the Baldy Lake airpark development, just underway in the vicinity of the intersection of Gries Strasse Street and Birch Creek Blvd. This is a 1400 acre condo plat (i.e., AS 34.08) development that could have significant impact on our roads, namely Birch Creek Blvd and Gries Strasse. The Borough, according to its Request for Review form (Development Services Department), may require that the developer upgrade Gries Strasse. John will contact the Borough to determine what maintenance or road upgrade it expects from the developer with respect to Birch Creek Blvd and Gries Strasse and to ask for assistance in assessing potential impacts on these to or nearby Borough roads resulting from increased traffic volume and heavy truck traffic related to this development.

Next discussed were the Public Construction projects Love-lee Lane, Mastodon, BJ Court and Circle, and Sheldon Ave/Sunshine Lakes. Dawn indicated that D&S had previously submitted these potential projects to the borough, and she gave the Board a brief description of each. Dawn will send the full list to the Board.

The current condition of last summer's perma-zyme application test on a segment of lower Barge Road was discussed.

- V. From Dustin, John reported that the Woodpecker project bid was lower than expected and should be awarded to Northern Asphalt at the next Assembly meeting, April 16th.

- VI. The next discussion item was clarification of the "no berm" policy, with respect to response time. The importance of keeping fire hydrants cleared for access was also discussed.
- VII. John had previously written a letter addressed to Borough Manager Mike Brown and Public Works Director Tom Adams expressing questions and concerns with respect to the new contract. The letter had previously been distributed to the RSA 29 Board members, but due to time constraints the full Board was unable to formally approve it. The Board issued such approval at this meeting.
- VIII. Property owner and part time resident Chuck Schumann was then given the floor to express his and his neighbors' wishes regarding the cul-de-sac at the east end of Mercedes Drive in the Talkeetna River Subdivision. This road and cul-de-sac have been in place and conveniently used for 50 years, and the surrounding property owners wish to, in effect, grandfather this cul-de-sac in place. The property owners are asking the RSA 29 Board for a letter supporting this endeavor. The contractor had no objection, but asked that the cul-de-sac be marginally widened to better accommodate equipment turnaround. Chuck agreed. Given this general agreement among stakeholders, coupled with severe topographic constraints, the status quo is the only reasonable or practical option. The Board unanimously agreed that the status quo (with marginal widening) is the best way to go, and will submit a letter of support addressed to the Borough.
- IX. There being no further business, the meeting was adjourned at 8:09 pm

Sincerely,


John Strassenburgh
RSA 29 Primary Supervisor

Attested to by Board members Robert Gerlach
and Billy Fitzgerald via Zoom at our
May 9, 2024 RSA 29 meeting

Meeting minutes RSA 27 Meadow lakes

Special meeting held March 14, 2024 by Teams only

RECEIVED
MAY 20 2024
CLERKS OFFICE

Meeting called to order at 1:00 pm

Attending was Steve Edwards, Camden Yehle, Mike Fulton, quorum was met. Borough staff Dustin Spidel, Matt Garner, Tom Adams (director) No public

Minutes from earlier meeting (November) read and approved.

Steve announced the results of the new maintenance contract preliminary results and described the special meeting purpose as two items:

1. Decide a recommended height for the berms by selecting a Deductive alternate from the bid schedule.
2. Discuss the potential impact on RSA fund balance created by the new pricing schedule and whether an adjustment to mil rate would be required. Make a recommendation to Public Works, Manager and Assembly.

Steve briefly described the new contract and the large cost increase in bid amount offered.

Tom gave a detailed presentation and showed numbers and spreadsheets showing the cost of the contract would be about double if awarded. Deductive alternates allowed for cost per mile around \$14k-17k depending on selection.


Steve and Camden described the polling at MLCC and other input and members voted unanimously to present a resolution drafted by Steve recommending Deductive Alternate 1 for a \$3000 deduction and 12inch berm allowed. Resolution 24-02 was signed for forwarding to clerk and public works.

Tom and staff presented on the effects of various mil rate adjustments by sharing a spreadsheet and various scenarios were tested live. Mike and Camden reiterated the boards previous desire to get the RIP list money spent in each year for projects on the ground.

Steve introduced resolution 24-01 recommending mil rate increase as needed to preserve a RIP list transfer each year without reducing Fund Balance below the minimum over time. It passed unanimously for forwarding to the clerk and Public Works.

Dustin reported on RIP list and sand storage and discussion ensued about both. Board members reiterated the desire to only construct phase 1 Meadow Lakes and then move forward on the other projects before continuing Phases.

Adjourned at 2:30 pm. APPROVED



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RSA #9, MIDWAY, BOARD OF SUPERVISORS MEETING

February 14, 2024

MEETING MINUTES

RECEIVED

MAY 16 2024

CLERKS OFFICE

The meeting of the Midway Road Service Area Board of Supervisors was called to order at 3:35 p.m. via TEAMS online by Primary member, Dan Tucker on Wednesday, February 14, 2024.

ROLL CALL, DETERMINATION OF QUORUM

Board members in attendance establishing a quorum were Dan Tucker, and Lisa Harrison. Dustin Spidal, Civil Construction Manager, and RSA#9 Superintendent Doug Sughrue joined. Brief introductions were included.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

The agenda was unanimously approved as presented.

APPROVAL OF PRECEDING MEETING MINUTES

The minutes of the 1Q2023 meeting were not available so will be taken up later.

STAFF REPORTS AND CORRESPONDENCE

Doug commented on the warm weather and hoped for cooler weather to slow the breakup and thawing. Wasilla Creek at Lower Road was flooding yesterday – it portends the problems that may be ahead with all of the snowmelt. Also, Big Dipper has been paid \$15k for snow hauling, as they attempt to reduce excess piles where possible. They are also winging back all of the berms that they can to get the snow away from the road surfaces.

Over 500 Problem Reporter letters have been mailed out. It appears that compliance has adjusted to be a bit better, except for the worst offenders. Use the PR for all reports, and use the correct category "Road Maintenance", not Contractor action.

Dustin reviewed the mailed-out update on all projects. Some discussion of a few of them ensued. In addition, he presented some information in re a 'shared' covered-sand-pile storage location for RSA's 9, 16 and 25. It has been proposed that the three RSA's provide a member-each for a committee to review and offer comments on the best location. RSA #9 will participate.

PERSONS TO BE HEARD

There were no persons to be heard.

OLD OR UNFINISHED BUSINESS

RSA #9, MIDWAY, BOARD OF SUPERVISORS MEETING

There was no Old Business to discuss.

NEW BUSINESS

- A) Parking and use of the Commuter Parking Lots by itinerant campers, motor homes and more was discussed. The lots are RSA assets and the itinerants are hazards and can be problems. It appears that the issue has to go to/through Code Enforcement, and that regulation changes might be required to get the itinerants out of the public parking lots.

OTHER BUSINESS

There was no other business

AUDIENCE PARTICIPATION

There was no audience to participate.

BOARD COMMENTS

There were no Board comments

ADJOURNMENT

The meeting adjourned at 4:15 p.m.

The next meeting is scheduled for 3:30PM May 15, 2024.

 (signed)
Dan Tucker, Primary, RSA #9 BOS.

Minutes approved on: May 15, 2024

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MAY 21 2024
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By: Peggy Horton
Introduced: April 15, 2024
Public Hearing: May 6, 2024
Action: APPROVED

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. PC 24-06**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION APPROVING A CONDITIONAL USE PERMIT FOR THE EXTRACTION OF 400,000 CUBIC YARDS OF RIP RAP AND PROCESSED MATERIAL WITHIN A PORTION OF A 20-ACRE PARCEL AT 16556 EAST BACK ACRES AVENUE, TAX ID# 17N02E23A017.

WHEREAS, Jim Psenak, of Psenak Construction LLC submitted a conditional use permit application to extract earth material at 16556 East Back Acres Avenue, Tax ID# 17N02E23A017; and

WHEREAS, it is the intent of the MSB to recognize the value and importance of promoting the utilization of natural resources within its boundaries; and

WHEREAS, it is the purpose of MSB Chapter 17.30 to allow resource extraction activities while promoting the public health, safety, and general welfare of the Borough through the regulation of land uses to reduce the adverse impacts of land uses and development between and among property owners; and

WHEREAS, it is further the purpose of MSB 17.30 to promote orderly and compatible development; and

WHEREAS, MSB 17.30.020(E) requires a conditional use permit for the annual extraction of more than 2,000 cubic yards of earth materials; and

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WHEREAS, an Alaska State Department of Revenue mining license is not required for this operation because Alaska law was amended in 2012, and rock, sand, and gravel quarries are now exempt from the requirement; and

WHEREAS, an Alaska State Department of Natural Resources (ADNR) mining permit is not required for this application because the extraction activities will not occur on state land; and

WHEREAS, according to the application material, the ADNR accepted the applicant's Non-State Land Letter of Intent and stated no bond is required; and

WHEREAS, according to the application materials, an Alaska Certified Erosion and Sediment Control Lead (CESCL), Sandy Childs, stated there is no danger of the discharge of storm waters leading to water(s) of the U.S; and

WHEREAS, this application does not require a United States Army Corps of Engineers permit pursuant to Section 404 of the Clean Water Act, as the applicant is not proposing any extraction activity within any identified wetlands, lakes, streams, or other waterbodies; and

WHEREAS, the subject parcel is located within the Butte Community Council area. The Butte community has not adopted a comprehensive plan; and

WHEREAS, the Matanuska-Susitna Borough (MSB) Comprehensive Development Plan (2005) applies to all parcels within the Borough.

This plan does not explicitly address earth material extraction activities; and

WHEREAS, Goal E-3 of the MSB Comprehensive Development Plan states, "Create an attractive environment for business investment;" and

WHEREAS, Policy E3-1: Provide reasonable economic and financial incentives for business retention and expansion; and

WHEREAS, Goal LU-1 of the MSB Comprehensive Development Plan states: "Protect and enhance the public safety, health, and welfare of Borough residents;" and

WHEREAS, Policy LU1-1: Provide for consistent, compatible, effective, and efficient development within the Borough; and

WHEREAS, Goal LU-2 of the MSB Comprehensive Development Plan states: "Protect residential neighborhoods and associated property values;" and

WHEREAS, Policy LU2-1: Develop and implement regulations that protect residential development by separating incompatible uses, while encouraging uses that support such residential uses including office, commercial and other mixed-use developments that are shown to have positive cumulative impacts to the neighborhood; and

WHEREAS, Goal LU-3 of the MSB Comprehensive Development Plan states, "Encourage commercial and industrial development that is

compatible with residential development and local community desires;" and

WHEREAS, Policy LU3-1: Develop and implement regulations that provide for non-residential development; and

WHEREAS, according to Rutgers Noise Technical Assistance Center, heavy trucks produce approximately 90 decibels (dB) when operating, which falls in the "very loud" category; and

WHEREAS, according to Rutgers Noise Technical Assistance Center, a quiet to noisy home produces sound around 30-60 decibels (dB), which falls in the "faint" and "moderate" categories; and

WHEREAS, MSB 8.52.010(A) declares: "Loud noise and amplified sounds have an adverse effect on the psychological and physiological well-being of persons;" and

WHEREAS, earth material extraction activities are an industrial use that can cause excessive noise, dust, and heavy truck traffic; and

WHEREAS, this property has been operating under a conditional use permit for earth material extraction since 2013. A new permit is required to continue the operation; and

WHEREAS, Alaska Department of Environmental Conservation (ADEC) produced a user manual of best management practices for owners and operators of gravel/rock extraction operations to protect surface water and groundwater quality in Alaska; and

WHEREAS, ADEC Best Management Practices for Gravel/Rock Aggregate Extraction Projects Manual includes the recommended drinking water buffer zones for public water system (PWS) sources; and

WHEREAS, the quarry operation is not located within any "protection areas" for community drinking water wells or PWS sources; and

WHEREAS, Butte Salvage, a junkyard, is an industrial use directly west of the subject parcel. Other land uses adjoining the subject parcel on the north, east, south, and west are either residential or undeveloped; and

WHEREAS, within a half-mile radius of the subject property, there are a variety of land uses, including residential, commercial, recreational, undeveloped, and industrial. The lot sizes range from 0.45 to 140 acres; and

WHEREAS, the closest residential structure is approximately 375 feet south of the quarry; and

WHEREAS, Bodenburg Creek traverses the southwest corner of the parcel at an elevation of approximately 114 feet; and

WHEREAS, the applicant is not proposing to mine below or within four feet of the seasonal high-water table; and

WHEREAS, according to the application material, the applicant plans to dig a hole on the property sometime between late April and early May to monitor seasonal high groundwater levels; and

WHEREAS, according to the application material, the property may be used for housing development once the property is mined to 120 feet, the floor level of the quarry; and

WHEREAS, according to the application material, the parcel's western half is vegetated with cottonwood, birch, and spruce, which will remain undisturbed; and

WHEREAS, the quarry operation is not visible from the South Old Glenn Highway; and

WHEREAS, according to the application material, water trucks will be used as a dust control measure when needed during operations; and

WHEREAS, according to the application material, earthen berms, vegetation, and below-grade excavation will be used as noise mitigation and visual screening; and

WHEREAS, the earth material extraction activity takes place on the eastern half of a 20-acre parcel; and

WHEREAS, according to the application material, Bodenburg Creek lies over 500 feet from the extraction activity; and

WHEREAS, according to the application material, slopes created by extracting rip rap will be maintained and must follow Mine Safety and Health Administration (MSHA) requirements, which require 45-degree slopes and 15' wide benches. This eliminates the possibility of a tall cliff face; and

WHEREAS, according to the application material, the proposed hours of operation are expected to be Monday through Saturday from 7 a.m. to 7 p.m.; and

WHEREAS, this operation is a granite quarry and includes blasting as part of the earth material extraction process; and

WHEREAS, according to the application material, blasting is performed on an as-needed basis; and

WHEREAS, according to the application material, blasting will occur only after 10 a.m. and before 5 p.m., Monday through Friday; and

WHEREAS, the existing driveway onto East Back Acres Avenue received a driveway permit #D18316 on December 30, 2021; and

WHEREAS, according to the application material, the peak operating hour will be 9 a.m. to 10 a.m., with a maximum of ten trucks loaded with rip rap and processed materials; and

WHEREAS, according to the application material, the extracted rip rap will be loaded into highway trucks and hauled on East Back Acres Avenue to South Old Glenn Highway, then to the different project locations; and

WHEREAS, according to the application material, the final year of material extraction is estimated to end in 2044; and

WHEREAS, the site plan and site development requirements have been provided; and

WHEREAS, according to the application material, blasting is done in compliance with MSHA regulations, including notification of property owners within the blast area; and

WHEREAS, according to the application material, the operation focuses on large granite boulders for rip rap, so the blasts are small and targeted; and

WHEREAS, according to the application material, the blasting area is far enough from the surrounding property lines to prevent flying rocks from landing on adjacent roads or residences; and

WHEREAS, according to the site plan, earth material extraction activities will not take place within 100 feet of any identified wetlands or waterbodies; and

WHEREAS, maps are included in the record identifying surrounding property ownership, existing land uses, wetlands, and waterbodies within one-half mile of the subject property; and

WHEREAS, a site plan is included in the record showing the location of the earth materials extraction site, including phases of mining within the subject parcel; and

WHEREAS, a topographic contour map, bare earth map, and aerial photography are included in the record. These items show topographic features and vegetation of the subject property and adjacent properties; and

WHEREAS, according to the application material, the permanent and semi-permanent structures associated with the quarry meet the setback requirements; and

WHEREAS, according to the application, the operation will not generate traffic in excess of 100 vehicles during morning or afternoon peak hours or more than 750 vehicles per day; and

WHEREAS, according to the application, the operation will use exhaust mufflers on equipment to help reduce engine noise; and

WHEREAS, according to the application material, work will be performed during daylight hours; and

WHEREAS, according to the application material, if lighting is necessary, it will consist of downward directional and shielded lighting and not produce glare onto neighboring residential properties; and

WHEREAS, the Planning Commission has reviewed this application with respect to standards set forth in MSB 17.30 and MSB 17.28; and

WHEREAS, the Planning Commission conducted a public hearing on May 6, 2024, on this matter.

NOW, THEREFORE, BE IT RESOLVED, 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 24-06:

1. All the requirements to demonstrate compliance with state and federal laws have been met (MSB 17.30.055(A)).
2. The proposed use is consistent with the applicable comprehensive plans (MSB 17.30.060(A)(1)).
3. The proposed use will not detract from the value, spirit, character, and integrity of the surrounding area (MSB 17.30.060(A)(2)).
4. The application material has met all the requirements of this chapter (MSB 17.30.060(A)(3)).
5. The proposed use will not be harmful to the public health, safety, convenience, and welfare (MSB 17.30.060(A)(4)).
6. Sufficient setbacks, lot area, buffers, or other safeguards are being provided (MSB 17.30.060(A)(5)).
7. The surrounding property ownership, existing land uses, wetlands, and water bodies within the notification area have been identified (MSB 17.28.060(A)(1)).
8. Phases of proposed mining activities, description of the topography and vegetation, and approximate time sequence for the duration of the mining activity have been identified. No permanent, semi-permanent, or portable equipment is expected to be located within the required setbacks (MSB 17.28.060(A)(2)).

9. The proposed traffic route and traffic volumes have been identified. Traffic generated from the use will not exceed 100 vehicles during the morning or afternoon peak hours or more than 750 vehicles a day (MSB 17.28.060(A)(3)).
10. The operation will make use of earthen berms, vegetation, and below-grade excavation to provide visual screening measures (MSB 17.28.060(A)(4)).
11. Noise mitigation measures, including using 10-foot tall berms, maintaining vegetative buffers, and excavating below the surrounding grade, will ensure that sound levels generated during earth material extraction activities will not exceed the levels specified in MSB 17.28.060(A)(5)(a). Noise levels exceeding the levels in 17.28.060(A)(5)(a) are prohibited.
12. The proposed use satisfies the lighting standards (MSB 17.28.060(A)(6)).
13. The operation will not conduct earth material extraction activities within 100 linear feet of any wetland, stream, river, or other waterbody, and the operation will not mine below or within four feet of the seasonal high water table (MSB 17.28.060(A)(7)(a - b)).

BE IT FURTHER RESOLVED, the Planning Commission finds this application does meet the standards of MSB 17.30 and MSB 17.28 and

Planning Commission Resolution PC 24-06
Adopted:

does hereby approve the conditional use permit for earth material extraction activities with the following conditions:

1. Prior to operation, the applicant must provide the Planning Staff with the outcome of the test hole excavation that assesses the depth of the seasonal high water table. The report shall include any necessary modifications to the operation that arise due to the test hole findings.
2. The operation shall comply with all applicable federal, state, and local regulations.
3. A copy of the approved conditional use permit shall be provided to each contractor or company working at the site.
4. All aspects of the operation shall comply with the description detailed in the application material, and an amendment to the Conditional Use Permit shall be required prior to any alteration or expansion of the material extraction operation.
5. Material extraction shall be limited to the granite hill identified in the application material and depicted on the applicant's site plan.
6. The operation shall maintain the earthen berms and vegetative buffers as discussed in the application materials.

7. Vehicles and equipment shall be staged at designated locations, and all equipment shall be inspected for leaks at the end of each day.
8. On-site maintenance of vehicles shall be done in an area where all leaks can be contained with drip pans or other discharge prevention devices.
9. Any hazardous materials, drips, leaks, or spills shall be promptly attended to and properly treated.
10. Equipment shall be maintained to ensure noise reduction features, such as mufflers, are operating properly.
11. All site exits shall comply with standard Alaska Pollutant Discharge Elimination System requirements to minimize the off-site vehicle tracking of sediments and discharges to stormwater.
12. All track-out sediments from the site shall be removed from the right-of-way daily.
13. The operation shall employ dust mitigation techniques as described in the application to minimize dust impacts on surrounding areas.
14. All extraction activities, including activities that cause noise, dust, or traffic, shall be limited to 7 a.m. through 7 p.m., Monday through Saturday.
15. Blasting operations shall be limited to 10 a.m. to 5 p.m., Monday through Friday.

16. The operation shall comply with the maximum permissible sound level limits allowed in MSB 17.28.060 - Site Development Standards and MSB 8.52 - Noise, Amplified Sound, and Vibration.
17. If cultural remains are found during material extraction activities, the MSB Planning Department shall be contacted immediately, so the remains can be documented.
18. A four-foot vertical separation shall be maintained between all excavations and the seasonal high water table.
19. Borough staff shall be permitted to enter onto any portion of the property to monitor compliance with permit requirements. Such access will, at minimum, be allowed on demand when activity is occurring, with prior verbal or written notice, and at other times as necessary to monitor compliance. Denial of access to Borough staff shall be a violation of this Conditional Use Permit.
20. The operation shall comply with the reclamation standards of MSB 17.28.067.
21. All junk, trash, and junk vehicles, as defined in MSB 8.50, shall be removed and properly disposed of prior to the completion of reclamation on the subject parcel.
22. If illumination devices are required, they shall not be greater than 20 feet in height, shall utilize downward

directional shielding devices, and shall meet the requirements of MSB 17.28.060(A)(6) lighting standards.

23. Authorization for earth material extraction activities approved by this Conditional Use Permit shall expire on December 31, 2044.

ADOPTED by the Matanuska-Susitna Borough Planning Commission this 6 day of MAY, 2024.

 for-
C.J. Koan, Chair

ATTEST


CORINNE LINDFORS

Acting Planning Clerk

(SEAL)



YES: ALLEN, SHANE, FERNANDEZ, MCCABE

NO: ∅

RECEIVED

MAY 21 2024

CLERKS OFFICE

By: Peggy Horton
Introduced: May 5, 2024
Public Hearing: May 20, 2024
Action: ADOPTED

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 24-10**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION APPROVING A VARIANCE TO MSB 17.55.020 FOR THE CONSTRUCTION OF A DWELLING TO BE PLACED APPROXIMATELY 21.9 FEET FROM THE SHORELINE OF BIG LAKE ON TRACT 1A OF SOUTH BIG LAKE ALASKA SUBDIVISION, PLAT #63-33, PALMER RECORDING DISTRICT, STATE OF ALASKA, LOCATED AT 8126 SOUTH BIG LAKE ROAD, TAX ID 6285000T001A.

WHEREAS, Tony and Jennifer Luiten are requesting a variance to MSB 17.55.020 to construct an 896-square-foot dwelling approximately 21.9 feet from the shoreline of Big Lake on Tract 1A, South Big Lake Alaska Subdivision, located at 8126 South Big Lake Road, Tax ID # 6285000T001A; and

WHEREAS, to grant a variance, the Planning Commission must find that each requirement of MSB 17.65.020(A) has been met; and

WHEREAS, the subject lot is part of the South Big Lake Alaska Subdivision and was initially platted in 1963 before Borough setback and lot size regulations were established; and

WHEREAS, the subject parcel does not conform to the current Borough subdivision standards for lot size; and

WHEREAS, Big Lake is located west and north of the subject parcel. To the east is a residential property with a 33' wide patent reservation on its western boundary; and

CM

WHEREAS, according to the application material, the subject parcel is approximately 0.3 acres; and

WHEREAS, according to the application material, the property at its widest point east to west is 65.8'; and

WHEREAS, the 75-foot setback requirement of MSB 17.55.020 encompasses the entire property. As a result, there is no legal buildable area on the property; and

WHEREAS, a 25-foot-wide public right-of-way setback restricts the building area of the subject property; and

WHEREAS, Planning staff analyzed 181 parcels with lake frontage on the southern portion of Big Lake, which are within 6,500 feet of the subject parcel; and

WHEREAS, Planning staff found the lakefront properties within the analysis area vary in size from 0.16 to 21.5 acres; and

WHEREAS, development within the analysis area ranges from 270 square foot cabins to structures exceeding 4,000 square feet; and

WHEREAS, after conducting an analysis, the Planning staff found that there are 86 lakefront parcels with dwellings that appear to meet the 75-foot setback criteria, and these dwellings have an average size of 1,495 square feet; and

WHEREAS, the dwellings that may violate the setback requirements were not included in the average dwelling size calculation; and

WHEREAS, according to the application material, the applicant proposes building a 28' X 32' single-story structure; and

WHEREAS, according to the application material, the proposed single-story cabin has an 896-square-foot footprint; and

WHEREAS, according to the application materials, the proposed structure is planned to be 10 feet away from the eastern property line and 21.9 feet away from Big Lake; and

WHEREAS, according to Borough Assessment records, the existing 16' X 22' cabin was constructed on the subject parcel in 1960; and

WHEREAS, according to the application material, the 16' X 22' cabin is approximately 20.4' from the ordinary high water of Big Lake; and

WHEREAS, based on the application material, the current cabin is dilapidated, and the applicant intends to remove it; and

WHEREAS, in 2005, the Matanuska-Susitna Borough Assembly adopted voluntary best management practices (BMP) for development around waterbodies; and

WHEREAS, according to the application material, the subject parcel has 350 feet of shoreline on Big Lake; and

WHEREAS, based on the application materials, the applicant proposes preserving the natural shoreline and maintaining a buffer of undisturbed vegetation along 322 feet of the shoreline, which accounts for 92% of the total shoreline of 350 feet; and

WHEREAS, according to the application materials, the applicant will work with Alaska Fish & Game to repair the current dock to meet their requirements; and

WHEREAS, according to the application materials, the Alaska Department of Environmental Conservation granted Interim Approval to Operate and install an Advantex-type Advanced Treatment domestic wastewater disposal system; and

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

WHEREAS, the Big Lake Comprehensive Plan (2009 update) contains a list of development guidelines, one of which states, "Require at least the MSB 75' minimum development setback from streams, lakes, wetlands and other water bodies; "development" is defined as habitable structures"; and

WHEREAS, the Big Lake Comprehensive Plan (2009 update), by design, does not set out precise binding rules on development but instead provides general goals on the type of place the community wants to be in the future and then outlines general strategies to reach those goals; and

WHEREAS, Goal (LU&E-3) of the Big Lake Comprehensive Plan Update (August 2009) is to "Protect the natural environment"; and

WHEREAS, Goal (LU&E-4) of the Big Lake Comprehensive Plan Update (August 2009) is to "Provide for freedom to enjoy our properties"; and

WHEREAS, the Big Lake Comprehensive Plan recognizes four types of residential areas. The subject property is in the "Dispersed Residential" area, defined as "Rural residential areas, where lots are larger and the natural setting is more dominant. This is the primary current land use type in the Big Lake area"; and

WHEREAS, Goal (LU-1) of the Matanuska-Susitna Borough Comprehensive Plan (2005 Update) states: Protect and enhance the public safety, health, and welfare of Borough residents; and

WHEREAS, Policy LU1-1 of the Matanuska-Susitna Borough Comprehensive Plan (2005 Update) states: Provide for consistent,

compatible, effective, and efficient development within the Borough; and

WHEREAS, Goal (LU-2) of the Matanuska-Susitna Borough Comprehensive Plan (2005 Update) states: Protect residential neighborhoods and associated property values; and

WHEREAS, the variance request is consistent with the policies and goals of the Matanuska-Susitna Borough Comprehensive Plan (2005 Update) as the residential structure cannot be constructed on the lot without a setback variance, the structure is placed as far back on the property as possible, and the structure is similar to surrounding development; and

WHEREAS, after conducting an analysis, the Planning staff found that there are 86 lakefront parcels with dwellings that appear to meet the 75-foot setback criteria, and these dwellings have an average size of 1,495 square feet; and

WHEREAS, according to the Planning staff's analysis, constructing an 896-square-foot dwelling is compatible with the surrounding area; and

WHEREAS, the South Big Lake Alaska subdivision consists of lots ranging from 2.29 to 0.323 acres in size; and

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

WHEREAS, residential structures are allowed on this property;
and

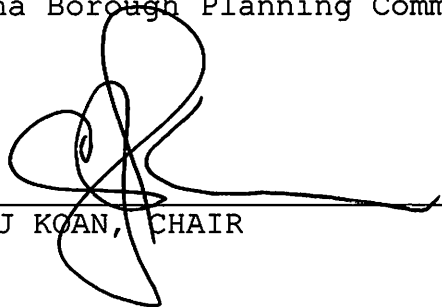
NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby adopts the aforementioned findings of fact and makes the following conclusions of law supporting approval of Planning Commission Resolution 24-10;

1. The 0.3-acre parcel has no legal buildable area due to the 75' building setback that encompasses the entire lot, which is an unusual condition (MSB 17.65.020(A)(1)).
2. The strict application of the provisions of this title would deprive the applicants of rights commonly enjoyed by others, as the subject lot has certain unique conditions and circumstances that apply. The average size of dwellings within the analysis area is 1,495 square feet. The property is 0.3 acres of land, and there is no legal buildable area on the property due to the 75-foot shoreline setback. Therefore, constructing an 896-square-foot cabin on the property is a reasonable use of the land. (MSB 17.65.020(A)(2)).
3. Granting a variance will not be injurious to nearby property nor harmful to the public welfare (MSB 17.65.020(A)(3)).

4. The proposed variance is consistent with the applicable comprehensive plans and does meet the intent of MSB 17.65 (MSB 17.65.020(A)(4)).
5. Granting a variance will be no more than necessary to permit a reasonable use of the property (MSB 17.65.020(A)(5)).
6. The person seeking the variance did not cause the need for the variance (MSB 17.65.030(A)(1)).
7. The variance will not allow a land use in a district in which that use is prohibited, as residential structures are allowed on this site (MSB 17.65.030(A)(2)).
8. The variance is not solely being sought to relieve pecuniary hardship or inconvenience (MSB 17.65.030(A)(3)).

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby approves the setback variance to construct a 28' X 32" single-story dwelling within Tract 1A, South Big Lake Alaska Subdivision, located at 8126 South Big Lake Road, Tax ID# 6285000T001A, as referenced in the application material.

ADOPTED by the Matanuska-Susitna Borough Planning Commission this 20 day of May 2024.



C J KOAN, CHAIR

ATTEST



CORINNE LINDFORS
Acting Planning Clerk

(SEAL)

YES: KORN, SCOSGIN, MCCABE, GLENN, ALLEN, SHANE, FERNANDEZ

NO:

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MAY 20 2024

CLERKS OFFICE

MATANUSKA-SUSITNA BOROUGH
Transportation Advisory Board
MINUTES

Edna DeVries, Mayor

Terri Lyons ✓
Randy Durham ✓
Donna McBride ✓ (via teams)
Jillian Morrissey ✓
Jennifer Busch - Absent
Charles van Ravenswaay ✓ (via teams)
Joshua Cross – Chair ✓

Kim Sollien – Staff Support ✓



Michael Brown, Borough Manager

PLANNING & LAND USE DEPARTMENT
Alex Strawn, Planning & Land Use Director
Kim Sollien, Planning Services Manager
Jason Ortiz, Development Services Manager
Fred Wagner, Platting Officer

Location:

MSB DSJ BLDG.
Lower Level Conference Room (LLCR)
350 E. Dahlia Ave. Palmer, AK

August 18th 2023
REGULAR MEETING
10:00 a.m.

- I. CALL TO ORDER 10:03
- II. ROLL CALL – DETERMINATION OF QUORUM
Quorum Met, Jennifer Busch Absent

Guests Present Online:

Clint Adler- ADOT&PF

Kristina Huling- ADOT&PF

Brian Winnestaffer- Chickaloon Village

Kelsey Anderson- MSB Planner

In Person Guests:

Maija DiSalvo- MSB Planner

Rick Antonio- MSB Planner (Meeting Organizer/Secretary)

Daniel Dahms- MSB Pre-Design & Engineering

Adam Bradway- ADOT&PF Planner

- III. APPROVAL OF AGENDA
Randy moved, Terri 2nd, None opposed

- IV. APPROVAL OF MINUTES

A. June 23, 2023 Special Meeting Minutes

Jillian moved, Randy 2nd, Unanimous, Approved as Drafted

- V. AUDIENCE PARTICIPATION
Guest Introductions

cm

VI. STAFF/AGENCY REPORTS & PRESENTATIONS

Transportation Infrastructure Program (TIP) 2023 update and discussion regarding scoring and prioritization

Daniel Dahms, P.E. MSB Engineer

Metropolitan Planning Organization (MPO) and Transit Update

Kim Sollien- MSB Planning Services Manager

Demonstration on navigating the MSB Planning Website, Plans, and Maps

Rick Antonio- MSB Planner II

Update on STIP projects in the MSB and Open STIP Comment Period

Adam Bradway – Alaska DOT&PF Transportation Planner

VII. UNFINISHED BUSINESS

None

VIII. NEW BUSINESS

None

IX. MEMBER COMMENTS

Randy- Flagged potential culvert/driveway issue on Sarah's Way

Terri- No Comment

Jillian- Appreciate staff pulling info together

DJ- No Comment

Charles- Thanks for info on STIP

Josh- Good Meeting, Thanks staff

X. NEXT MEETING DATE

November 17th 2023 10 A.M.

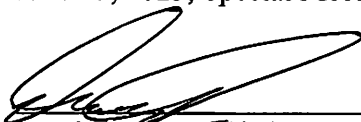
Josh is scheduled to be absent

XI. ADJOURNMENT


Jillian Moved, Terri 2nd, none opposed

PACKET ATTACHMENTS:

June 23, 2023, Special Meeting Minutes *SIGNED*


Randy Durham, Chair

5/17/24
Date

 *5/20/24*
MSB Staff Date

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MAY 20 2024

CLERKS OFFICE

**MATANUSKA-SUSITNA BOROUGH
Transportation Advisory Board (TAB)**

minutes

Edna DeVries, Mayor

Terri Lyons
Randy Durham
Jillian Morrissey
Jennifer Busch
Charles van Ravensway
Joshua Cross - Chair

Kim Sollien – Staff Support



Michael Brown, Borough
Manager

PLANNING & LAND USE
DEPARTMENT Alex Strawn,
Planning & Land Use Director Kim
Sollien, Planning Services Manager
Jason Ortiz, Development Services
Manager Fred Wagner, Platting
Officer

Location: MSB DSJ BLDG.
Lower Level Conference Room
(LLCR) 350 E. Dahlia Ave.
Palmer, AK

**February 28th 2024
REGULAR MEETING
10:00 a.m.**

- I. CALL TO ORDER - 10:05am
- II. ROLL CALL – DETERMINATION OF QUORUM
Quorum established,
Terri Lyons absent
Guests Present Online:
Laurie Cummings HDR, Clint Adler Matsu district DOT office
- III. APPROVAL OF AGENDA
Jillian moved, Charles seconds, none opposed
- IV. PLEDGE OF ALLEGIANCE
- V. AUDIENCE PARTICIPATION
- VI. STAFF/AGENCY REPORTS & PRESENTATIONS
 - A. Kim Sollien, MSB Planning Services Manager
Introduced new Planning division employees; Lacie and Julie.
She also announced her new position with the newly formed MPO
- VII. UNFINISHED BUSINESS

CM

VIII. NEW BUSINESS

- A. Elections - Randy Volunteers to be Chair. Josh motions to approve, Jillian seconds Jillian Motions to elect Josh as Vice Chair, Charles Seconds, No objections. Motion Passed
- B. MS4 Update - Waiting to hear if DEC is going to do a waiver. Keep on next agenda
- C. Bogar-Seldon C.A.M.P. - Laurie Presentation
- D. Transit Program development update - Pay attention to the process of transportation planning in conjunction with Public works department.
- E. MPO Update - Borough needs to update their Long range plan. The MPO will only effect the Urban area, not the whole borough.
Two seats still at large for the Technical committee; Non-Motorized and trucking

IX. MEMBER COMMENTS

X. NEXT MEETING DATE: May 17th 2024 at 10:00 am

XI. ADJOURNMENT: 11:37 am

PACKET ATTACHMENTS:

- A. MPA Boundary map
- B. MVP for Transportation Technical Committee Approved Purpose and Tasks
- C. Technical Committee Membership Application


Randy Durham, Chair 3/12/24
Date


MSB Staff 5/20/24
Date

WEST LAKES FSA
BOARD OF SUPERVISORS MEETING

West Lakes Public Safety Building Station 73
10073 W. Parks Hwy.
Wasilla, AK 99623
December 11, 2023

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MAY 15 2024
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MEETING MINUTES

I. CALL TO ORDER

The meeting of the West Lakes Fire Service Area Board of Supervisors was called to order at 6:00 PM by Cathi Kramer.

II. PLEDGE OF ALLEGIANCE

Pledge of Allegiance.

III. ROLL CALL AND DETERMINATION OF QUORUM

Board members establishing quorum:

West Lakes Fire Service Area Board of Supervisors:

Cathi Kramer, Jedediah Cox, and Cindy Michaelson by phone

Present from West Lakes Fire Dept.: Chief Tawnya Hightower

Also present, Ken Barkley, Director Emergency Services

IV. APPROVAL OF AGENDA

MOTION: Jedediah Cox moved to approve the agenda.

Cathi Kramer second the motion.

VOTE: Motion passed unanimously.

V. APPROVAL OF MINUTES FROM PREVIOUS MEETING

November's meeting was joint with Central Mat-Su FSA

Minutes were approved as well as November 13, 2023

MOTION: Cindy Michaelson moved to approve the previous minutes

Jedediah Cox second the motion.

VOTE: Motion passed unanimously

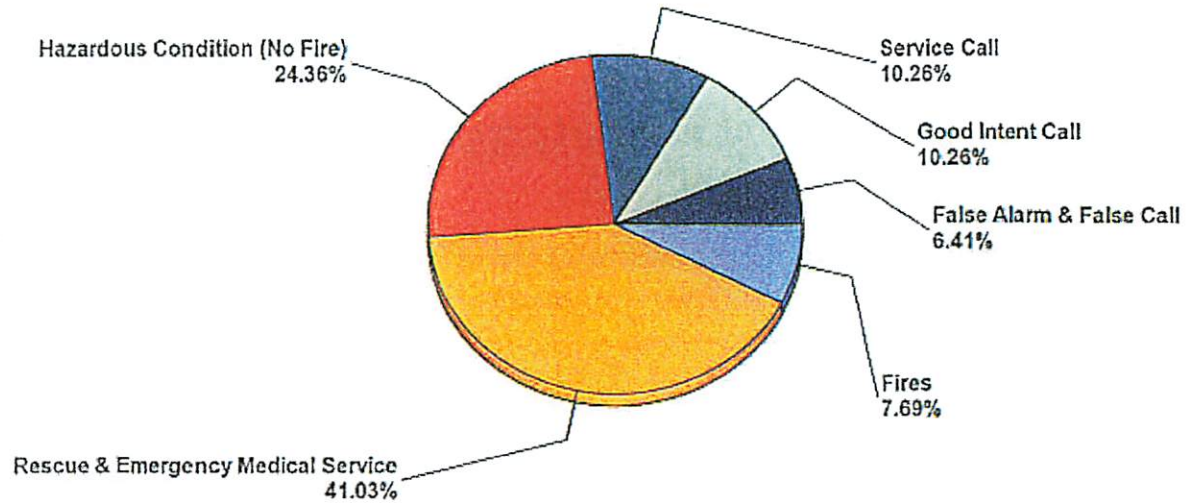
VI. CHIEF'S REPORT

District 2 Chief's Report – Tawnya Hightower - Attached

SC
CM

WEST LAKES FSA
BOARD OF SUPERVISORS MEETING

Emergency Call Volume for November 2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	6	7.69%
Rescue & Emergency Medical Service	32	41.03%
Hazardous Condition (No Fire)	19	24.36%
Service Call	8	10.26%
Good Intent Call	8	10.26%
False Alarm & False Call	5	6.41%
TOTAL	78	100%

Community Risk Reduction

November

- Installed: 13 Smoke Alarms
- Installed: 6 CO Alarms
- Election Day outreach

WEST LAKES FSA
BOARD OF SUPERVISORS MEETING

Budget Update/ FY 25 CIP List

Discussion included the use of command and support vehicles by employees that live outside of the West Lakes Fire Service Area, pros and cons.

Motion: Jedediah Cox moved to approve the FY 25 CIP List

VOTE: Cindy Michaelson opposed

FY 25 CIP Requests

- Water Supply Station W. Susitna Parkway and Purinton Parkway
 - \$100,000 for unitalities and possible well funding.
- Two Command Vehicles \$160,000
- Building Maintenance & Improvements \$80,000
- Rescue-Engine \$1,500,000

Upcoming Events

- Responder Appreciation and Awards Night Tuesday January 9, 2024, 7:00 PM at Station 73.

VII. UNFINISHED BUSINESS

- Vacant Seat on the Board: Chief Hightower will share the information with the Meadow Lakes and Big Lake Community Councils requesting interested people to apply.

VIII. NEW BUSINESS

A. Station 79 Discussion: Director Barkley is in discussion with the Borough Manager for Areawide to purchase the building, 9946 W. Margin Way, for EMS use.

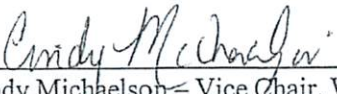
IX. PERSONS TO BE HEARD

A.


X. ADJOURNMENT MOTION: Cathi Kramer asked to adjourn meeting.

VOTE: Motion passed unanimously. Meeting adjourned at **7:20 PM**.

WEST LAKES FIRE SERVICE AREA
BOARD OF SUPERVISORS MEETING
10073 West Parks Hwy, Wasilla, AK 99623


Cindy Michaelson - Vice Chair, West Lakes FSA B.O.S.

ATTEST:


Mary Hauge - Admin Assistant WLFSFA

Minutes approved on 5-13-24