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March 13<sup>th</sup> 2019

## RSA 21 (Big Lake) Quarterly Board Meeting Minutes

Call to Order 6:38 PM

Pledge of Allegiance

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

Acknowledgment of Staff and Guests:

Dan Mayfield MSB Assembly

Mike Lachelt MSB Superintendent

Sign in sheet attached

Moved to Approve minutes from October 10<sup>th</sup> 2018 Board meeting. Second and Approved

Staff Reports:

Mike Lachelt:

New 3 year road service contract will be awarded July 1<sup>st</sup>

BL Transfer site being explored for storage site for chips and sand. This will eliminate the need to store on contractor's property.

Papoose Twin Road currently being surveyed to determine ROW of 25' to centerline. Encroachment has been identified on approximately ¼ mile of existing roadbed.

RIP update:

- 1) Ryan's Creek – finishing in the spring with II-A, topping, topsoil, seeding, etc.
- 2) Simms, Birch Lake, Spruce – we are almost complete with the redesign at the Big Lake Rd. intersection. The property owner recently granted the slope easement so that is good. The project also needs a DOT right of way permit, which has been applied for. When that is

- complete, we'll have a little bit to coordinate with utilities and then it will be ready as the next priority to bid, and with all our ducks in a row it's likely we build it this season.
- 3) Henry Aaron – Design complete. ROW for standard culdesac footprint & extension has been acquired. Utility estimates are higher than expected and we will be hard pressed to fund this project this season.
  - 4) Anderson, Fireweed, Wild Rose RAP – This has been awarded to McKenna for \$77,000. This is about \$30,000 under our budget but we won't have dust control to use as match, it is 100% funded by the RSA. Schedule is to start first thing in the season after weight restrictions, likely late May.
  - 5) Birch Lake Dr. / Mlakar Paving – this is on the paving list for this season, we are planning on paving this after the initial project (#2) is complete. May be tight on schedule, late season work is likely here.
  - 6) Jojoba/Kluani RAP – no progress, no comments, unfunded.
  - 7) Muskrat/etc – Design is complete, ROW is acquired. When funding becomes available within the next 1-2 years, we will reinvigorate it. Essentially shovel ready.
  - 8) Echo Lake Rd. Design – we are at 65%. This week we obtained the final of 5 easements needed for this job, so we will progress the design to 95% at this time. Sheila, Nicole, and Bob Y. completed acquisitions above the expectation on this. No exceptions or complications were encountered. This will be another shovel ready project for when funding becomes available.

Dan Mayfield reports vehicle registration monies allocation for dust control have been postponed until June.

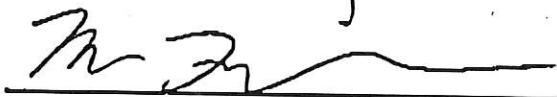
Next Meeting June 12<sup>th</sup> 6:30PM

Meeting adjourned 7:15PM



Bill Kramer

Primary RSA 21



Alternate RSA 21

Bill Haller

Not in attendance.

Alternate RSA 21

Mike Kangas

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Meeting Minutes  
Matanuska-Susitna Borough  
Butte Fire Service Area Board of Supervisors

Type of meeting: Regular meeting

Date: 14 March 2019

Meeting time: 6:30p;m.

Location: Butte Fire Station 21

I. Call to order: As meeting was properly noticed and a quorum was present, meeting was called to order at 6::30 p.m. by Gregory Nilsson, Butte FSA chair.

II. Roll call: Robert Hicks, Mitzi Van Asland, Gregory Nilsson present.

Fire Department Staff: Assistant Chief Louis LaRousse and Chief Eric Van Dusen

III. Stand for Pledge of Allegiance

IV. Approval of 8 November 2018 minutes.

V. Reports/Correspondence:

A. Chief's Report: Activity:

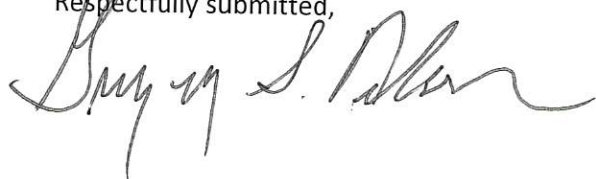
House fire on Our Road Extinguished. Reignited a week later and Butte FD reextinguished.

B. Current Capital Improvement Projects: Recap from last meeting; Mr. Hicks asked about lighting for Station 22: Assistant Chief LaRousse said the exterior lighting could be requested separate from the larger upgrades bid and could be let without bidding if it is under \$5,000. Would likely cost a little more as a lone bid, but would probably assure a quicker installation. Chiefs Van Dusen and LaRousse noted that these improvements to borough buildings must be performed by borough O&M staff; volunteer work must be used elsewhere.

VI. Schedule next meeting and adjourn: Chair will set schedule for 2019 meetings as soon as possible, pending receipt of member schedules.

VII. Adjourned 7:20 p.m.

Respectfully submitted,



Gregory Nilsson

Butte FSA Chair

# CENTRAL MAT-SU FSA BOARD OF SUPERVISORS MEETING

RECEIVED  
JUL 09 2019  
CLERKS OFFICE

Central Mat-Su PSB – Station 61  
101 W. Swanson Avenue  
Wasilla, AK 99645

Chairman: D. Eller  
Vice Chairman: J. Jameson

Board Members: B. Davis  
D. Tucker  
Vacant

April 8, 2019  
REGULAR MEETING MINUTES

## I. CALL TO ORDER

The meeting of the Central Mat-Su Fire Service Area Board of Supervisors was called to order at 7:00 p.m. at the Central Mat-Su Public Safety Building (CMSPSB) at 101 West Swanson Avenue, Wasilla, Alaska by Chairman Dave Eller on Monday, April 8, 2019.

## II. ROLL CALL & DETERMINATION OF QUORUM

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

Dave Eller, Chairman, Jim Jameson, Vice Chairman, Brian Davis, and Dan Tucker.

Also present were: James Steele, Fire Chief, Central Mat-Su Fire Department (CMSFD), Michael Keenan, Deputy Fire Chief, CMSFD, Amy Bohmbach, Admin. Assistant, CMSFD, Tawnya Hightower, Captain, CMSFD, and Nancy Cameron, Land Management Agent, Community Development.

## III. PLEDGE OF ALLEGIANCE

Chief Steele led the "Pledge of Allegiance."

## IV. APPROVAL OF AGENDA

April 8, 2019

MOTION: Mr. Jameson moved, and Mr. Davis seconded, to approve the meeting agenda as amended.

VOTE: The motion passed unanimously.

## V. APPROVAL OF PRECEDING MEETING MINUTES

MOTION: Mr. Tucker moved, and Mr. Jameson seconded, to approve the March 11, 2019 Regular Board Meeting minutes as presented.

VOTE: The motion passed unanimously.

## VI. BOARD REPORTS/CORRESPONDENCE

### Budget Presentations

April 18 is the day of the department presentations.

## VII. UNFINSHIED BUSINESS

### Station 61

Chief Keenan stated that Casey Laughlin has put together a resolution to move \$ 4 million to a project for the rehab of station 61.

It is going to cost a lot from the cosmetic damage from the health quake. We have been in the station for 18 years. The primary change will be moving the bunkrooms, living area, and kitchen downstairs and the administration offices upstairs. During the removal, we will remain 100% operational.

MOTION: Mr. Jameson moved and Mr. Davis seconded to support the resolution on the remodel of station 61.

VOTE: The motion passed unanimously.

### Tommy Moe Update

Mr. Barkley stated that the Tommy Moe building is for sale. The problem is the gear that is stored inside, dive equipment, Emergency Management equipment, and Central is there but we don't count it because it is a very small portion of the building and will be out when the new station 62 is complete. This building will be used for Areawide functions. Mr. Barkley has looked at other buildings but the problem that he runs into is the size, the dive boats and trucks need to stay hooked together for a quicker response. Mr. Kinkaid told us that he is very interested in selling the building. We have been working with Cheyenne Heindel and Nancy Cameron. Our plan for now is to use it as storage for the Dive Team and Emergency Management.

Mrs. Cameron stated that she is the Land Management Agent for the Matanuska-Susitna Borough and she acquires structures for fire departments, schools, and libraries. Mrs. Cameron stated that we did get an appraisal done on the property by Blacksmith Becker Carlson and the appraisal came in at \$1.3 and selling price is \$1.2. There some contingencies that we have to do; come to an agreement on purchasing price from the appraisal and have a building inspection that has to be acceptable to the Borough. We have not done that yet because it is \$14,000 and we do not want to spend that money until we know that we are going to move forward. The final say will be when the Assembly approves it. The first step will be from the Central Mat-Su FSA Board of

Supervisors to support this financing of this building. The building was built in 2007 with the idea that it was going to be the Emergency Operating Center (EOC), it is a steel frame building with an additional well in case the city services were to be interrupted. The pricing: the selling price is \$1.2 million and the additional costs will be the \$14,000 for the building inspection, \$ 9,000 closing costs, and then insurance cost. Mrs. Heindel provided the board with different re-payment terms amortized, five years, seven years, and 10 years. It will be a payment paid back to the fire service area. If we were to do it in five years, the annual payment will be \$257,000, at seven years the annual payment will be \$183,000, and at 10 years, the annual payment would be \$128,500. The 10-year term makes more sense with the budget but it does not mean that the loan cannot be paid off sooner. The interest rate is .25%. We have looked at other buildings but they are not as in good shape as this building and this centrally location.

Mr. Jameson asked if the building has been inspected since the earthquake. Mrs. Cameron stated that the building has been inspected since the earthquake but we will be doing our own inspection.

Mr. Tucker asked a clarification question regarding the taxes. Mrs. Cameron stated we would pay taxes on the building. The seller will be paying taxes up until the closing day, we will have to pay the taxes through December 31, 2019, and then the next year we will not have any taxes.

Chief asked a question regarding who will be paying utilities and maintenance. Mr. Barkley stated that Department of Emergency Services would take care of that. This will be added to the contract.

MOTION: Mr. Tucker and Mr. Davis seconded, to support the resolution regarding the Tommy Moe building.

VOTE: The motion passed unanimously.

## AGENDA TRACKING REPORT

### Station 52 Status Report

They have been some interesting developments. We are trying to identify other property to purchase.

### Station 62 Status Report – Training Tower Facility

They are on schedule with the projected walk through in May.

### Central – Service Responses and Calls

#### Service Responses and Calls

- Total calls for the month of March: 110 (13 were fire related calls)

### Central - Specialty Training

The basic firefighters went through their Haz Mat operation course.

We have a Firefighter 1 class scheduled.

We have live fire training the first weekend of May. This will be only for Central responders.

### Fire and Life Safety Division

#### Fire Code Office

In the month of March, they completed:

- Building Inspections (approved): 16
- Fire and Life Safety Plan Reviews: 22
- Intakes for New Plan Reviews: 21
- Platting Requests (reviewed and comments made): 19

#### Fire Prevention/ Public Education

35 community adults/children participated with fire prevention in the month of March.

Ms. Wade participated in four radio sessions that cover fire safety.

### **IX. NEW BUSINESS**

The Board did not have any New Business.

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

The Board did not have any Other Business.

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

Chief Steele stated it was his last meeting.

Mr. Eller commented and thanked Chief Steele.

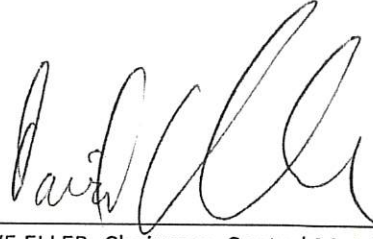
### **XII. ADJORNMENT**

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

VOTE: The motion passed unanimously.

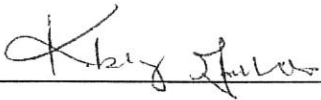
The meeting adjourned at approximately 8:28 p.m.





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

ATTEST:



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

Minutes approved on: 5/13/19

MATANUSKA-SUSITNA BOROUGH  
Enhanced 911 ADVISORY BOARD MINUTES

April 9, 2019

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

Advisory Board members in attendance establishing a quorum were:

Tony April, AST;	Rebecca Turney, Palmer Dispatch;
Joel Butcher, Wasilla Police;	Chris Watchus, Wasilla Police;
Christian Hartley, Houston Fire; and	Casey Cook, MSB DES.

Also in attendance were: Jacob Butcher, and Dan Robinson Wasilla Police; Hillary Palmer, MSB GIS; Allen Markle, MSB EM; John Rockwell, DPS ; Bill Doolittle, 911 Insight; and Aleeha Travis and Micah Weinstein, MTA.

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

APPROVAL OF AGENDA:

GENERAL CONSENT: The agenda was approved as presented.

APPROVAL OF MINUTES

Ms. Palmer noted corrections that needed to be made in reference to her report in the minutes.

GENERAL CONSENT: There was no objection to the approval of the February 12, 2019 minutes as amended.

PERSONS TO BE HEARD

Mr. Rockwell introduced Mr. Doolittle from 911 Insight. Mr. Doolittle is on contract with the State to assist in moving forward with Next Gen 911.

REPORTS

Addressing Campaign

Mr. Cook stated: Stephanie is doing some PSA's in Talkeetna and through the radio stations.

Ms. Palmer stated:

- 1) She thanked the group for approving the funding for the aerial imagery project. They have a signed contract with Quantum Spatial and they should be getting started this spring. She handed out a packet and advised that Heather has built a website that can be

accessed through the Mat-Su Borough website under Property and Maps/Imagery/2019-2021 Imagery Project.

- 2) She handed out information regarding cyber-attacks and offered her assistance to print paper documents such as dispatch maps, address indexes, or anything that folks might need in the event they were to lose access to their electronic files. She also suggested having a specialist come in to evaluate both centers next budget year to see where we stand and where improvements can be made.
- 3) She added 44 new roads to the GIS dataset in the last 6 months. Let her know if you need new data sets or maps.
- 4) Road construction season has started so she is working with MSB Capital Projects and DOT to get all the new roads into the system by the time they are open for public traffic. Let her know of any roads you are aware of that are open but not in the dataset.

#### NEW BUSINESS

None.

#### OLD BUSINESS

##### Call Location Inconsistencies

None mentioned.

##### E-911 Legislative Amendments

No update.

##### Field Com 1 – Backup PSAP Equipment and Circuits

Mr. Cook stated: The borough attorney has review the proposal for the Field Com 1 upgrade and has no objections. It is now on the table for discussion by this board. The cost for upgrades to enable Field Com 1 to answer and dispatch 911 call are estimated to be \$66,193.66.

MOTION: Mr. Hartley moved, and Mr. Butcher seconded, to approve \$66,193.66 in E-911 funds be moved to a project to upgrade Field Com 1 for dispatch capabilities. All were in favor, none were opposed.

##### Dispatch Quality Improvement Supervisor

Mr. Cook stated: The borough attorney would not approve this project with the job title including the term “Supervisor”. Mr. Watchus stated that it needs to be a “supervisory” position for the quality assurance aspect of dispatch improvement. Mr. Cook stated that Mr. Moosey would approve sending it through as a “Senior Call Taker”. Mr. Watchus agreed that would be sufficient.

INFORMATIONAL ITEMS

- FY19 Surcharge Revenue Chart
- FY19 Surcharge Receipts
- FY19 E-911 Budget Performance Report
- 911 Quarterly Dispatch Call Report (January – March 2019)

Ms. Laughlin asked if there were any questions on the information items. None were heard. Mr. Cook asked Mr. Robinson for dispatch call reports for November 30, 2017 and November 30, 2018.

COMMENTS

None


NEXT MEETING DATE

Chairman Cook announced that the next meeting date would be June 11, 2019 at the Cottonwood Public Safety Building.

ADJOURNMENT

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

ATTEST:

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



## MATANUSKA-SUSITNA BOROUGH

### Board of Ethics

c/o Office of the Borough Clerk  
350 E. Dahlia Avenue • Palmer, Alaska 99645-6488  
Phone (907) 861-8683 • Fax (907) 861-9845

Advisory Opinion 19-01

On April 4, 2019, the Board of Ethics received a Request for an Advisory Opinion from Mr. Daniel J. Tucker, a member of Central Mat-Su Fire Service Area No. 130 (*Clerk's Note: Mr. Tucker incorrectly listed it as No. 31*). Consequently the Board met in a special meeting at 1 p.m. on June 12, 2019, after giving appropriate public notice, to consider the request of Mr. Tucker.

#### *Specific Question for the Board of Ethics*

Mr. Tucker has requested an Advisory Opinion from the Board on the following question:

Does the Board of Ethics see any conflict of interest Mr. Tucker may have with regard to his volunteer position as a member of the Central Mat-Su Fire Service Area No. 130 Board of Supervisors and his professional position of Anchorage/Mat-Su Area Director of Emergency Services with 1-800-BoardUp of Alaska, as it relates to MSB 2.71.070(A)(2)(f) and MSB 2.71.070(F).

#### *Findings and Conclusions*

1. Mr. Tucker has been a member of the Central Mat-Su Fire Service No. 130 Area Board of Supervisors since March 15, 2005.
2. Per MSB 5.15.015(A)(1) and (2), Boards of Supervisors for all services areas shall: after public hearing, recommend an annual budget to the Manager; and make recommendations to the Manager and the Assembly on building programs, equipment acquisition and disposal, administrative policies and procedures, contracts, maintenance needs, and other matters as the Manager or the Assembly may request.
3. Per MSB 5.15.015(B) (1) and (2), in addition to those duties described in subsection (A), boards of supervisors shall also, make recommendations to the Manager and the Assembly on the appointment and supervision of volunteer fire chiefs appointed to administer the fire service area; and submit an annual efficiency report on volunteer fire chiefs to the Manager.
4. Mr. Tucker is eligible to sit on the Mat-Su Central Fire Service Area No. 130 under MSB 4.05.040.
5. Mr. Tucker is subject to the Borough code, under MSB 4.05.100.


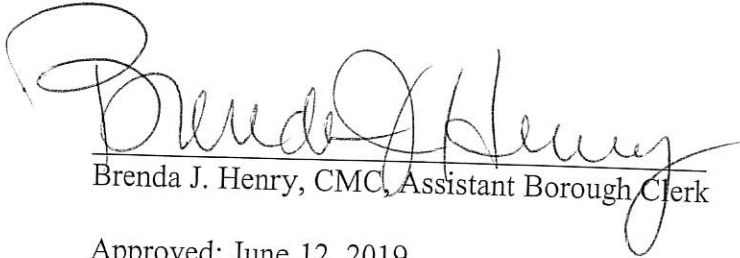
6. As a volunteer on the advisory board, Mr. Tucker is considered a municipal official per MSB 2.71.005.
7. The code of ethics applies to Mr. Tucker, under MSB 2.71.030.
8. The Central Mat-Su Fire Service Area No. 130 Board of Supervisors is strictly a volunteer board that makes recommendations to the Manager and Assembly upon request; Members are not compensated nor reimbursed.
9. MSB 2.71.070(A)(1) does not apply because Mr. Tucker has no authority to grant, obtain, or receive directly or indirectly, any special consideration, treatment or advantage, for himself or others, beyond what is generally available to Borough residents.
10. MSB 2.71.070 (2)(d) does not apply because as a volunteer of the advisory board, Mr. Tucker has no authority to take or withhold any official action.
11. Under MSB 2.71.020(C) and (D) it is found that Mr. Tucker's professional working relationship is not incompatible, nor is it in conflict with his position as a volunteer on the Mat-Su Central Fire Service Area No. 130 Board of Supervisors. Borough code recognizes that people who serve as municipal officials retain their rights to interests of a personal or financial nature. Borough code further recognizes that standards of ethical conduct for municipal officials needs to distinguish between those minor and insubstantial conflicts that are unavoidable in a free society, and those conflicts of interests that are substantial and material.

### *Summary of Opinion*

After due consideration, the Board of Ethics has determined that the status of the working and volunteer relationship as described above does not, in and of itself, constitute a conflict of interest.

Mr. Tucker agrees to take proactive steps to recuse himself in order to avoid any conflict of interest between his volunteer position and his employment, should one arise.

MATANUSKA-SUSITNA BOROUGH  
BOARD OF ETHICS

  
Daniel Bowen, Chair  
Brenda J. Henry, CMC, Assistant Borough Clerk

Approved: June 12, 2019

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JUL 18 2019

Minutes of Quarterly Meeting of RSA 14 CLERK'S OFFICE  
on Feb 12, 2019, 6:30 pm Snowshoe Elementary School

Attendance: Supervisors Daniel Elliott & John Harris (Kurt Anderson, absent excused), Superintendent Scott Sanderson

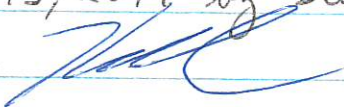
Minutes of Previous Meeting Nov. 13, 2018: Approved

New Business: Trunk Rd. South Extension goes from the roundabout in RSA 9 to Nelson Pk., in RSA 14. Because there was no place to turn around at the boundary of the 2 RSAs, there has been an agreement for RSA 9's contractor to continue plowing in RSA 14 to a convenient turn around point. The problem is that RSA 14 is being charged \$46,000 for this accommodation. Our current RSA 14 contractor would charge us  $\frac{1}{2}$  or  $\frac{1}{3}$  approximately for the same service. Therefore the supervisors agreed that with the new contracts this year we will do the maintenance from the boundary of RSA 14 to the Macetange School

Leoto & Fern: There is a temporary non-approved driveway on the corner lot onto Fern, mere feet from the intersection. The approved driveway is on the side street Leoto.

Weeping Birch LID paving has good odds of going through.

Paving: Grand Bay / Canter / Surrey, Clydesdale / Snowcrest / Trapline should all be paved this year.

These minutes approved May 15, 2019 by Supervisors  
Daniel Elliott and 



GREATER PALMER  
FIRE SERVICE AREA  
BOARD OF SUPERVISORS  
FRIDAY, FEBRUARY 1, 2019  
10:00 A.M. - PALMER FIRE TRNG. CTR.

## MINUTES

- A. CALL TO ORDER. The meeting of the Greater Palmer Fire Service Area Board of Supervisors was called to order at 10:00 a.m.
- B. ROLL CALL. Present were board members Barry Mothershead, Jesse Werner and Ted Stuff. GPFSA personnel attending the meeting were Chief John McNutt, Assistant Chief Todd Russell and Assistant Chief Dave Byers. Borough Deputy Director of Fire and Rescue, Ken Barkley, was also in attendance.
- C. MINUTES FOR APPROVAL. The minutes of the regular meeting of May 8, 2018, were approved as presented.
- D. NEW BUSINESS.

1. 2020 Budget Requests.

Chief McNutt and Deputy Director Barkley presented the projected requests for budget year 2020. Most items are expected to remain nearly the same, with the exception of "Other Contractual" which will increase by approximately \$7,500 due to a raise in salary for GPFSA employees. Overall, the projected budget for 2020 should be less than the past two budget cycles, with no capital project transfers anticipated at this time.

2. Fire Service Agreement.

Chief McNutt and Deputy Director Barkley reported that a five-year plan for the Fire Service Agreement is currently being developed to enhance "stability" and the overall efficiency of operations. The plan will allow for amending the fire service agreement without adding "extra steps and unnecessary discussion" between the City of Palmer and the Borough. The Managers have approval. The five-year plan will be presented to the City Council in April 2019.

3. Tender 32.

Chief McNutt and Assistant Chief Russell stated that the Tender 32 chassis would not be completed until March 2019. Delivery is expected this fall.

4. Station Maintenance/Repairs.

Chief McNutt briefly discussed upcoming necessary maintenance and repairs for all stations to include painting, blinds and window repair at Station 33; painting at Station 32; and window repair/replacement, overhead door replacement and bathroom remodel at Station 35. All stations also need door closers installed.

5. Communication Tower.

Chief McNutt mentioned that Station 32 would be getting a 100' communication tower with fencing in the near future. The tower will improve current radio communication in the area near Station 32, as well as extend service to, and around Sutton.

6. Mobile Radios.

Chief McNutt reported that the mobile radios have arrived. The units will be compatible moving forward.

7. Personal Protective Equipment.

Chief McNutt stated that he has asked the City of Palmer for capital project funds to cover the cost of fifteen sets of new "bunker gear" (personal protective equipment or PPE) for GPFSA personnel. He then asked for approval of \$42,000 in "matching funds" from the GPFSA Board of Supervisors to cover the cost of fifteen additional "bunker gear" sets. A motion to vote to provide the funds was presented by Board member Jesse Werner. The Board voted and approved \$42,000 for fifteen additional sets of "bunker gear".

8. Station 32 Fuel Tank Upgrade.

Chief McNutt requested \$22,000 to upgrade the Station 32 fuel tank from 300 to 500 gallon capacity. The current tank has gone dry between scheduled fills, which could result in significant damage to the station and/or equipment. A motion was made to vote for approval of funds for the higher capacity tank. The Board voted and approved \$22,000 for the upgrade.

9. Station 32 Parking Lot Expansion.

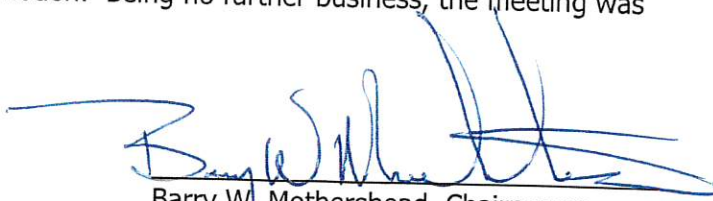
Chief McNutt discussed the need to expand the parking lot at Station 32. With the extension of the building toward the highway, much of the useable parking area has been lost. The proposed extension will be off the SE end of the current lot, and will require fill to bring the addition up to grade. A quote for the work is expected in the near future. Once a quote is obtained, a request for funds for completion of the project will be presented to the Board.

E. OLD BUSINESS. None

F. STAFF REPORT/COMMENTS.

Chief McNutt shared an overhead visual of a portion of the new incident reporting system with the group. The presentation was followed by a brief general discussion. No further reports or comments were made.

- G. ADJOURNMENT. Board member Ted Stuff presented a motion to adjourn the meeting, provided there was no further business. Board member, Jesse Werner, offered a second to the motion. Being no further business, the meeting was adjourned.



Barry W. Mothershead, Chairperson  
Greater Palmer Consolidated FSA  
Board of Supervisors

**Greater Talkeetna Road Service Board of Supervisors  
Minutes of Regular Meeting  
April 11, 2019**

A regular meeting of the Greater Talkeetna Road Service Area Board of Supervisors (RSA 29) was held at the Talkeetna Public Library on April 11, 2019. Board members John Strassenburgh, Robert Gerlach, and Billy FitzGerald were present, as was Mike Lachelt, Borough Road Superintendent and Gregg Pralle Borough Land Management Specialist.

- I. There was a quorum, and the meeting was called to order at 6:45 pm.
- II. Minutes of the January 10, 2019 meeting were approved.
- III. Mike reported that calcium chloride is on track to be applied to selected downtown streets in May. General discussion about this summers Road Improvement Projects followed. Mike also reported that the Yoder bridge revetment project has been engineered, scoped, and gone out for bid, with the expectation that the work would be completed this construction season.

Mike also reported that D&S Road Maintenance contract is up this year and going out to bid.

In addition, Mike summarized the road maintenance work that occurred this past winter.

And finally, Mike reported the continuing winter parking problems on Mastodon and a potential solution.

- IV. Gregg explained an anticipated material sale from Beaver Pit (mostly pit run, but some of the D1 rejected by the Airport project) of 15,000 cubic yards to Microcom for a parking area at the end of Comsat, as well as for other aspects of the Microcom development. Discussion ensued with the following recommendations from the Board:
  - Borough should assess the impacts of hauling that much material and engage the community in developing mitigation measures and deciding on the least impactful route.
  - Get a reasonable price for the material.
  - Improve security at the gravel pit to avoid further loss of the D1 material.
  - Explore options for the RSA sharing in the revenues from the D1.

- Contract should stipulate that roads be maintained throughout the hauling period, including dust control, and at the end of the job roads should be returned to equal or better condition.
- Contract to require proper slope and other remediation measures, and thorough final inspection.

V. The meeting was adjourned at 7:55 pm.

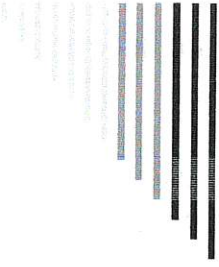
Respectfully submitted,



John Strassenburgh  
RSA 29 Primary



Robert Gerlach



Greater Willow

RSA 20 Advisory Board Meeting  
May 14, 2019  
Willow Area Community Center 7:00 PM

RECEIVED  
JUL 11 2019  
CLERKS OFFICE

**I. CALL TO ORDER:**

Meeting Called to order at 6:30 PM by Tom Phillips

**II. Pledge OF ALLEGIENCE**

Tom Phillips

**III. DETERMINATION OF QUORUM—**

A. Tom Phillips, Bill Dale, Todd Smolden, David Spain and James Ross

**IV. APPROVAL OF AGENDA—** Motion to approve Todd Smolden 2nd by Bill Dale. Motion approved.

**V. APPROVAL OF MINUTES—** Meeting minutes of January 8, 2019, motion by Todd Smolden 2nd by Bill Dale, minutes approved.

**VI. AGENCY REPORTS—** None from Mat-Su Borough

**VII. STAFF REPORTS—**Mr. LachIt was absent.

**VIII. Contractor - Spain reports:** Completed sweeping as required. Pulled ditches where they could. Brush cutting upper pass and Honey Bee. Three bids for the 3 year maintenance contract. Sain Co. in third position. Mr. Spain is concerned about performance and safety with the low bidder.

**IX. BOARD MEMBER REPORTS:** Tom Phillips attended RSA Supervisors monthly meeting at Sta. 7-3

**X. OLD BUSINESS:** Michelle St. out for design. Michigan/Lake Shore out for design. Kenny Blvd under contract of FEMA repair with Northern Construction to be completed in July

**XI. NEW BUSINESS:** Public notices—No comments

**XIII. CORRESPONDENCE.** none

**XIV.** Next meeting is scheduled for July 10, 2019 at 6:30 pm.

**XV.** Motioned to adjourn, by Todd, the meeting adjourned at 7:10 pm.

  
\_\_\_\_\_  
RSA Supervisor

7-10-19  
Date

  
\_\_\_\_\_  
RSA Supervisor

7-10-19  
Date

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

The regular meeting of the Matanuska-Susitna Borough Historical Preservation Commission was called to order at 6:12 PM on Thursday, January 31, 2019, in the Matanuska-Susitna Borough DSJ Building, Lower Level Conference Room.

Historical Preservation Commission members present and establishing a quorum were:

Eileen Haines	Andrew Schweisthal
Deborah Burlinski	Fran Seager-Boss
Jake Anders	

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Staff and Agency Representatives in attendance were:

Ted Eischeid, Planner II  
Brienne Blackburn, Environmental Planner III  
Summer Louthan, Alaska OHA Architectural Historian.

Members of the Public in attendance were:

Angela Wade

**II. ELECTIONS**

Mr. Eischeid conducted a HPC election for Chairperson and Vice-Chairperson for the 2019 term.

**a. Election of HPC Chairperson for 2019:**

- i** Nominated for chair were Fran Seager-Boss and Jake Anders.
- ii** Votes for Ms. Seager-Boss: Haines, Burlinski, Seager-Boss.
- iii** Votes for Mr. Anders: Schweisthal, Anders.
- iv** Ms. Seager-Boss was declared Chairperson for the 2019 term by majority vote.

**b. Election of HPC Vice-Chair for 2019:**

- i** Nominated for vice-chair was Jake Anders.
- ii** Votes for Mr. Anders: Unanimous.
- iii** Mr. Anders was declared Vice-Chairperson for the 2019 term.



III. APPROVAL OF AGENDA

**MOTION:** Ms. Burlinski made a motion to approve the agenda; Ms. Haines seconded. *Motion passed unanimously.*

IV. PLEDGE OF ALLEGIANCE

V. APPROVAL OF MINUTES

**MOTION:** Ms. Haines made a motion to approve the 12/13/18 Minutes; Ms. Burlinski seconded. *Motion passed unanimously.*

VI. AUDIENCE PARTICIPATION (*three minutes per person at Chair's discretion*)

- a. Angela Wade from the Chickaloon Native Village discussed concerns about the Glenn Highway MP 53-56 Reconstruction Project.

VII. GUEST SPEAKERS/ HISTORICAL SOCIETY & MUSEUM UPDATES

- a. None

VIII. REPORTS: STAFF/CORRESPONDENCE

- a. Mr. Eischeid made a staff report.

IX. ITEMS OF BUSINESS

i. OLD BUSINESS

1. Review and discuss edits to proposed changes to HPC chapter 4.46 code language.

**MOTION:** Ms. Haines moved to revise draft 1, item 6 as discussed. Ms. Burlinski seconded. *Motion passed unanimously.*

**MOTION:** Ms. Burlinski moved to table consideration of further code revisions until the next regularly scheduled HPC meeting. Ms. Haines seconded. *Motion passed unanimously.*

ii. NEW BUSINESS

1. Set meeting schedule for 2019.

**MOTION:** Ms. Burlinski moved to set 2019 HPC meeting schedule as follows. Mr. Anders seconded. *Motion passed unanimously.*

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
APRIL 4	6:00 PM	PALMER, DSJ BUILDING
JUNE 27	6:00 PM	PALMER, DSJ BUILDING
AUG. 22	6:30 PM	SUTTON, ALPINE HISTORICAL PARK
SEPT. 26	6:30 PM	TALKEETNA, LOCATION T.B.D.
NOV. 14	6:30 PM	WILLOW, LOCATON T.B.D.

2. Review Section 106 Draft MOA: Glenn Highway MP 53-56 Reconstruction Project.

Ms. Wade discussed concerns Chickaloon Native Village had about this project.

3. Discuss National Heritage Area designation.

X. COMMISSION MEMBER COMMENTS

XI. ADJOURNMENT

**MOTION:** Ms. Haines moved to adjourn. Ms. Burlinski seconded. *Motion passed unanimously.*

Meeting stands adjourned at 8:00 PM.

  
 Fran Seager-Boss, Chair

Dated: 4/3/19

ATTEST:

  
 Ted Eischeid, MSB Planner II

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## Knik Road Service Area 17

### Board of Supervisors

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

### Minutes

April 11, 2019

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

Roll call was taken and a quorum was established.

Attendance: Toby Riddell, Board Chair, Primary  
Kimberly Byrwa, Board Member, Alt. 2  
Scott Sanderson, MSB Road Supervisor RSA 17

The Pledge of Allegiance was led by Mr. Riddell.

Agenda was approved and the January 9, 2019 general meeting minutes were approved as written.

#### Correspondence report:

Sent: None

Rcvd: Divide Settlers Bay Lodge; Public Notice to create 3 tracks by Knik Home Sites

#### Reports:

MSB Road Supervisor Scott Sanderson reported that our area contractor, Northern Asphalt has been performing well, especially during the earthquake. Are ahead of schedule & doing brush cutting and sweeping. Hoping for a rebid for next fiscal year.

**Improvements:** Cormorant/Phalarope – finishing when thaws out; Carillon – almost ready for bid, one last utility plan; Alix – easement complete & will apply for utility estimates; Cormorant/Phalarope Ph. 2 – design hold at 65% for easement acquisition; Royal/O'Brien/Ira – hold at 65% for easement; Viking/Lost Valley – design to start soon

**Crack sealing** – new bid is being procured to start June (3 year contract) 17 is in 2<sup>nd</sup> year priority since it was recently done.

**Contracted striping for summer** – Vine Rd – approximately 1.5 miles of centerline & fog lines; Johnson Rd – approximately .5 miles of centerline; Hollywood Rd and Phenix Ave – approximately 1.85 miles of centerline, stop bars 3 ea.; Clapp St – approximately .9 miles of centerline & fog lines; Sunset Ave – approximately 1.5 miles of centerline, stop bar 1 ea.; Carmel

#### Board of Supervisors

Toby Riddell, Chair

Dan Huttenen, Alternate 1

Kimberly Byrwa, Alternate 2

Rd – approximately .8 miles of centerline, stop bar 1 ea.; Knikknakmudshack Rd – approximately .9 miles of centerline & fog lines, turn lines 2 ea., stop bar 1 ea.

Paving list for summer – Foothills Blvd

Earthquake Damage – Three (3) quotes should have been received & FEMA process was not followed. Money has not been taken from RSA for repairs.

Unfinished Business

None

New Business

RSA Mill Rate is in review. The average is 3.0055; RSA pays 2.92

Discussion of RSA Expenditure of \$13,000 for an expense from 2014 for creation of a road that was not passable for emergency vehicles. Discussion was tabled until next meeting.

Letter of commendation was signed and sent to Northern Asphalt for the appreciation of the work that has been done for RSA 17.

Meeting was adjourned at 7:17 p.m. Next meeting will be at 6:30 p.m., July 10, 2019

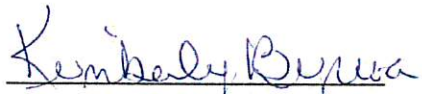
Approved:

  
Toby Riddell, Board Chair

7-10-19  
Date

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

7/10/19  
Date

  
Kimberly Byrwa, 2<sup>nd</sup> Alt

7/10/19  
Date



LOCAL ROAD SERVICE AREA ADVISORY BOARD, MATANUSKA-SUSITNA BOROUGH

**MEETING**

Held 6:30 pm Thursday May 16, 2019 at West Lakes Fire Station #73

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IN ATTENDANCE:

RSA #

RSA Members Present

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09-Midway	Dan Tucker P tc		
14-Fairview	Dan Elliott P		
15-Caswell Lakes	DJ McBride		
16-South Colony	Philip Cobb P tc	Rhonda Stark	
17-Knik		Daniel Huttunen	
19-Lazy Mountain			
20-Greater Willow	Thomas Phillips P		
21-Big Lake			
23-North Colony			
25-Bogard	Gary Hessmer P		
26-Greater Butte			
27-Meadow Lakes	Stephen Edwards P		
28-Gold Trails			
29-Greater Talkeetna	John Strassenburgh P tc		
30-Trapper Creek	Donna Massey P tc		
31-Alpine			Jay Levan

tc = by teleconference P = Primary

**RSAs not represented:** Lazy Mtn (19), Big Lake (21), North Colony (23), Great Butte (26), and Gold Trails (28).

**MSB Staff:** Public Works: Jim Jenson

**Borough Staff** (other than Public Works): None

**Borough Mayor:** None

**Assembly Representatives:** None

**Visitors:** Cheryle Cary

**CALL TO ORDER** at 6:34 pm, with Pledge of Allegiance, Chair Stephen Edwards presiding.

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

**APPROVAL OF AGENDA:** Approved as written and submitted.

**APPROVAL OF MINUTES:** Minutes of March 21, 2019, approved as written.

**TRAINING:** None

**STAFF REPORTS:**

**A. O&M: Jim Jenson:** Went over the RSA contracts and bids. Potential for new contractors. Purchasing is reviewing. Budget amendment to Assembly, sponsored by an assembly member that would meld Capital projects into Public Works. Alex and Superintendents have been working hard to identify all earthquake damage. They will be meeting with FEMA the last week in June. Steve asked about the new damage (settling in the previously repaired area) to Vine and Jim indicated the project was under State control so they would have to address it.

LOCAL ROAD SERVICE AREA ADVISORY BOARD, MATANUSKA-SUSITNA BOROUGH

**BOARD MEMBER REPORTS:**

A. **TAB: Dan Elliott:** No meetings since last report.

**UNFINISHED BUSINESS:**

A. **Projected impacts from Governor's proposed budget:** No information, carry forward to next meeting.

B. **Any Assembly member response to Resolution 19-02, excessive road damage from multi-family housing developments:** No movement, carry forward to next meeting

**NEW BUSINESS:**

**How about e-mailing the meeting materials, only using Post Office for those lacking e-mail?:** There was not a clear preferred delivery method. Discussion followed. Jennifer will send an email out to all supervisors, asking to respond if would like to receive monthly meeting packet via email. She will send electronically to those that ask, and continue mailing packets to anyone who does not respond or specifically requests mailed packets.

**PERSONS TO BE HEARD:** None

**CORRESPONDENCE AND INFORMATION: Community Council Resolutions regarding the Trunk/Palmer-Fishhook intersection:** Rhonda Stark said that a resolution is not written and no action taken at the last meeting as there was no quorum. Community Council Board working on it and will send to LRSAAB and Representative George Rauscher when completed.

**OTHER BUSINESS:** None

**BOARD COMMENTS:** Steve Edwards is very disappointed in the results of the bond package. He is considering putting together another bond package, this 100% funded by the RSA's. He asked the opinion of the board. Discussion followed and comments made were mostly positive and in support. Steve also brought up if the board has to count unrepresented RSA's when determining a quorum for the monthly meeting. Discussion followed. Steve will talk to the clerk's office and get a determination. Gary Hessmer opened the discussion regarding the teleconference call system and the inability of callers to hear the meeting clearly. Most callers in attendance concurred that they have a very difficult time hearing when using the conference call system. Jennifer and Jim will do some testing, determine if a line problem or something with the hardware. They will also check with IT Department and see if they have any solutions.

**ADJOURNMENT:** Tom Phillips moved, Gary Hessmer second; meeting adjourned at 7:30 pm.

**NEXT MEETING:** Thursday, June 20, 2019 at the West Lakes Fire Station #73, 1250 Spring Drive.

Board Chair  \_\_\_\_\_

Board Secretary  \_\_\_\_\_

The regular meeting of the Matanuska-Susitna Borough Planning Commission was held on May 20, 2019, at the Matanuska-Susitna Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 6:00 p.m. by Chair Colleen Vague.

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

Planning Commission members present and establishing a quorum:

- Ms. Mary Anderson, Assembly District #1 Vice Chair
- Ms. Patricia Chesbro, Assembly District #3
- Ms. Colleen Vague, Assembly District #4, Chair
- Mr. Chris Elder, Assembly District #5
- Mr. Stafford Glashan, Assembly District #6
- Mr. Sassan Mossanen, Assembly District #7

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Planning Commission members absent and excused were:  
VACANT, Assembly District #2

Staff in attendance:

- Mr. Alex Strawn, Development Services Manager
- Mr. Mark Whisenhunt, Acting Planning Services Manager
- Ms. Susie Lemons, Assistant Borough Attorney
- Ms. Sloan Von Gunten, Acting Planning Commission Clerk

**II. APPROVAL OF AGENDA**

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

GENERAL CONSENT: The agenda was approved without objection.

**III. PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Ms. Susie Lemon, a member of Borough Staff.

**IV. CONSENT AGENDA**

A. Minutes

- 1. May 6, 2019, regular meeting minutes

B. INTRODUCTION FOR PUBLIC HEARING: QUASI-JUDICIAL MATTERS

- 1. **Resolution PC 19-17**, a Conditional Use Permit in Accordance with MSB 17.60 – Conditional Uses; allowing for the operation of a marijuana retail facility, located at 1204 N. Hyer Spur (Tax ID# 7775000L002); within Township 17 North, Range 1 East, Section 4, Seward Meridian. Public Hearing: June 3, 2019. (*Applicant: Teri Zell, on behalf of Higher By Bad Gramm3r, LLC; Staff: Joe Metzger*)

C. INTRODUCTION FOR PUBLIC HEARING: LEGISLATIVE MATTERS



*(There were no introductions for legislative matters.)*

Chair Vague read the consent agenda into the record.

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

GENERAL CONSENT: The consent agenda was approved without objection.

**V. COMMITTEE REPORTS**

*(There were no committee reports.)*

**VI. AGENCY/STAFF REPORTS**

*(There were no agency/staff reports.)*

**VII. LAND USE CLASSIFICATIONS**

*(There were no land use classifications.)*

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

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

*(The meeting recessed at 6:05 p.m., and reconvened at 6:15 p.m.)*

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

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

1. **Resolution PC 19-14**, a Conditional Use Permit in Accordance with MSB 17.60 – Conditional Uses; allowing for the expansion of a marijuana cultivation facility, located at 6570 W. Trevett Circle, Suite C (Tax ID# 17N02W10A015); within Township 17 North, Range 2 West, Section 10, Seward Meridian. *(Applicant: Kerby Coman, on behalf of Alaska Frontier Cannabis; Staff: Mark Whisenhunt)*

Chair Vague read the resolution title into the record.

Chair Vague:

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

- if all commissioners are able to be impartial in a decision.

Mr. Whisenhunt provided a staff report:

- staff recommended approval of the resolution with conditions.

Commissioners questioned staff regarding the meaning of “Pod” and clarification of the distance between the pods and the facilities.

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

Mr. Kerby Coman & Mr. Bob Mays, the Applicants, provided an overview of their application.

Commissioners questioned the applicant regarding:

- clarification of fencing and screening;
- whether they have had any issues with theft or problems with neighbors; and
- will the applicant be required to get a new CUP if they go 12 consecutive months without operation of all of the pods.

Chair Vague opened the public hearing.

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

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

MOTION: Commissioner Anderson moved to approve Resolution PC 19-14. The motion was seconded.

VOTE: The primary amendment passed without objection.

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

*(There were no legislative public hearings.)*

## **XI. CORRESPONDENCE AND INFORMATION**

*(There was no correspondence and information.)*

## **XII. UNFINISHED BUSINESS**

*(There was no unfinished business.)*

## **XIII. NEW BUSINESS**

*(There was no new business.)*

**XIV. COMMISSION BUSINESS**

- A. Adjudicatory (*if needed*)
- B. Upcoming Planning Commission Agenda Items

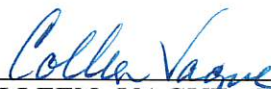
Mr. Strawn provided a brief update on projects that will be coming before the Planning Commission.

**XV. DIRECTOR AND COMMISSIONER COMMENTS**

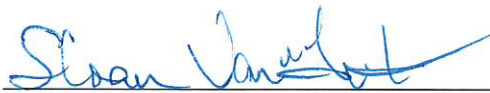
*(There were no Director and Commissioner Comments)*

**XVI. ADJOURNMENT**

The regular meeting adjourned at 6:40 p.m.

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

ATTEST:

  
\_\_\_\_\_  
SLOAN VON GUNTEN, Acting Planning  
Commission Clerk

*Minutes approved: June 3, 2019*

The regular meeting of the Matanuska-Susitna Borough Planning Commission was held on June 3, 2019, at the Matanuska-Susitna Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 6:00 p.m. by Chair Colleen Vague.

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

Planning Commission members present and establishing a quorum:

- Ms. Patricia Chesbro, Assembly District #3
- Ms. Colleen Vague, Assembly District #4, Chair
- Mr. Chris Elder, Assembly District #5
- Mr. Stafford Glashan, Assembly District #6
- Mr. Sassan Mossanen, Assembly District #7

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Planning Commission members absent and excused were:

- VACANT, Assembly District #2
- Ms. Mary Anderson, Assembly District #1, Vice Chair

Staff in attendance:

- Ms. Eileen Probasco, Planning and Land Use Department Director
- Mr. Alex Strawn, Development Services Manager
- Ms. Susie Lemon, Assistant Borough Attorney
- Mr. Joseph Metzger, Planner II
- Ms. Pamela Graham, Planner I
- Mr. Emerson Krueger, Land Management Specialist
- Ms. Karol Riese, Planning Division Administrative Specialist
- Ms. Mary Brodigan, Planning Commission Clerk

**II. APPROVAL OF AGENDA**

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

GENERAL CONSENT: The agenda was approved without objection.

**III. PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Ms. Betty Vehrs, a member of the audience.

**IV. CONSENT AGENDA**

A. Minutes

1. May 20, 2019, regular meeting minutes

B. INTRODUCTION FOR PUBLIC HEARING: QUASI-JUDICIAL MATTERS

*(There were no introductions for quasi-judicial matters.)*

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

*(There were no introductions for legislative matters.)*

Chair Vague read the consent agenda into the record.

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

GENERAL CONSENT: The consent agenda was approved without objection.

**V. COMMITTEE REPORTS**

*(There were no committee reports.)*

**VI. AGENCY/STAFF REPORTS**

*(There were no agency/staff reports.)*

**VII. LAND USE CLASSIFICATIONS**

*(There were no land use classifications.)*

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

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

*(The meeting recessed at 6:06 p.m., and reconvened at 6:15 p.m.)*

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

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

- A. **Resolution PC 19-17**, a Conditional Use Permit in Accordance with MSB 17.60 – Conditional Uses; allowing for the operation of a marijuana retail facility, located at 1204 N. Hyer Spur (Tax ID# 7775000L002); within Township 17 North, Range 1 East, Section 4, Seward Meridian. *(Applicant: Teri Zell, on behalf of Higher By Bad Gramm3r, LLC; Staff: Joe Metzger)*

Chair Vague read the resolution title into the record.

Chair Vague:

- read the memorandum regarding quasi-judicial actions into the record;
- queried commissioners to determine if any of them have a financial interest in the proposed Conditional Use Permit (CUP);

- have had any ex parte contact with the applicant, members of the public, or interested parties in the proposed CUP; and
- if all commissioners are able to be impartial in a decision.

Mr. Metzger provided a staff report:

- staff recommended approval of the resolution with conditions.

Commissioners questioned staff regarding:

- what does it mean when the state permit is awarded with delegation;
- clarification of “character and integrity of the area;”
- whether approval of this application will cause the school district to have to change bus stops in order to avoid a marijuana facility;
- the proximity of Excel Gymnastics to the proposed marijuana facility and whether it will be an issue;
- does the traffic generated by Excel Gymnastics impact the neighborhood;
- what will be the impact to traffic;
- clarification of the section line easement;
- clarification of when the berm was put in and by whom; and
- confirmation that public comments were online with the rest of the packet.

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

Ms. Teri Zell, Mr. Matthew Clarambeau, and Mr. Peter Zell, Applicants, provided an overview of their application.

Commissioners questioned the applicant regarding:

- whether the angles of the security cameras can be modified to ensure the privacy of neighbors;
- clarification of the lighting for the sign that will be above the building;
- clarification of the setback requirements;
- when was the berm installed;
- whether the applicant is willing to put up a fence to block trespassers; and
- clarification of access to a tank fabrication facility and a butcher shop in the area.

Chair Vague opened the public hearing.

The following persons spoke in favor of Resolution PC 19-17: Ms. Eden Smith, Mr. Robbin Robbert, and Ms. Elizabeth Maxson.

The following persons spoke in opposition of Resolution PC 19-17: Ms. Tiffany Trice, Ms. Kelly Welton, Mr. Travis Welton, Mr. Bob Davila, Mr. Wayne Whaley, Ms. Karie Raynovic, Mr. Mike Raynovic, Ms. Linda Loria, Mr. Ron Nelson, Mr. Tim Gurnett, Ms. Mariela Figueroa, Ms. Deborah Quinn, Ms. Andrea Berg, Ms. Sidney Berg, Mr. Ron Vargason, Ms. Sarah Welton, and Ms. Jackie Williams.

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

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

MOTION: Commissioner Glashan moved to approve Resolution PC 19-17. The motion was seconded.

Commissioner Glashan:

- stated his appreciation that were so many people in attendance;
- wished people would pay attention even when it's not in their neighborhood;
- opined that the borough needs zoning;
- in response to a citizen's statement, noted that Planning Commissioners are volunteers and are not elected officials; and
- stated that commissioners are bound to enforce the standards.

MOTION: Commissioner Mossanen moved a primary amendment to add a condition to read: "a fence shall be constructed along the west border of the parcel along the section line common with Lot 1, Lot 17, Lot 18, and Lot 1 to the north, or completely surrounding the facility, within one year of approval." The motion was seconded.

Commissioner Glashan:

- stated that his concerns are more with light pollution and privacy than with trespassing;
- prefers a more performance based barrier than just a 6-foot fence;
- would like to see lighting concerns addressed prior to the store opening, and
- suggested that the applicant be allowed to find the most cost effective means to accomplish this rather than having it dictated by the commission.

MOTION: Commissioner Glashan moved a secondary amendment to read: "the applicant shall provide changes to camera placement to prevent the inadvertent filming of private property."

WITHDRAWN: Commissioner Glashan moved to withdraw his motion.

There was no objection noted.

MOTION: Commissioner Glashan moved a secondary amendment to replace "within one year of approval" with "the fence must be completed by September 30, 2019." The motion was seconded.

VOTE: The secondary amendment failed with Commissioners Glashan, Elder, and Mossanen in favor.

VOTE: The primary amendment passed without objection

MOTION: Commissioner Glashan moved a primary amendment to add a condition to read: "the applicant shall use visual buffering or adjust field of view of security cameras

to prevent filming of neighboring residential properties.” The motion was seconded.

VOTE: The primary amendment passed without objection

MOTION: Commissioner Chesbro moved a primary amendment to strike Condition 5.

VOTE: The primary amendment died due to lack of a second.

Chair Vague:

- questioned what the driving pattern will be with the addition of a marijuana retail facility;
- noted her concerns with the busses and all of the other traffic;
- stated that she is not in favor of approving this resolution until a traffic impact study is done that shows that residents will not be impacted when entering or exiting their neighborhood; and
- would like to see the decision postponed.

Commissioner Glashan:

- acknowledged that there are a lot of roads in the borough that are over used;
- noted that the applicants traffic plan was conducted by a licensed engineer;
- opined that the commission would be over stepping their boundaries by holding up this application; and
- stated that he agrees that something should to be done about the road.

VOTE: The main motion passed as amended with Chair Vague in opposition.

*(The meeting recessed at 8:30 p.m., and reconvened at 8:41 p.m.)*

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

- A. **Resolution PC 19-12**, recommending Assembly adoption of the Asset Management Plan: Natural Resources Management Units, its Land Use Designation and Classifications, and Amending MSB 15.24.030, Comprehensive Plan and Purposes. *(Staff: Emerson Krueger)*

Chair Vague read the resolution title into the record.

Mr. Emerson Krueger provided a staff report:

- staff recommended approval of the resolution.

Commissioners questioned staff regarding:

- whether staff responded to the letter from the Talkeetna Community Council and the email from Mr. John Strassenburgh;
- the amount of commercial logging in the area; and
- clarification that this plan covers borough timber sales and not individual sales for homes and firewood.

Chair Vague opened the public hearing.



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

MOTION: Commissioner Glashan moved to approve Resolution PC 19-12. The motion was seconded.

Commissioner Glashan spoke in favor of the resolution.

Commissioner Mossanen spoke in opposition to the resolution.

MOTION: Commissioner Glashan moved a primary amendment to add a BE IT FURTHER RESOLVED statement to read: “the commission recommends that that this plan be updated every 10 years.” The motion was seconded.

Commissioner Chesbro spoke in favor of the primary amendment.

Commissioner Mossanen spoke in opposition to the primary amendment.

VOTE: The primary amendment passed without opposition

VOTE: The main motion failed with Commissioners Vague, Chesbro, and Glashan in favor.

B. **Resolution PC 19-15**, recommending Assembly adoption of an ordinance Amending MSB 15.24.030(C) and Repealing MSB 15.24.031 Initiating and Amending Lake Management Plans. (*Staff: Pamela Graham and Eileen Probasco*)

Ms. Pamela Graham and Ms. Eileen Probasco provided a staff report:

- staff recommended approval of the resolution.

Commissioners questioned staff regarding:

- clarification of the cost of doing a Lake Management Plan (LMP);
- how can a public hearing take place without a public process;
- why repeal the process if there is already a moratorium on LMP’s;
- clarification that this ordinance will do away with the current process before a new process is in place; and
- what does staff propose for a new process.

Chair Vague opened the public hearing.

The following persons spoke in opposition of Resolution PC 19-15: Ms. Betty Vehrs, Mr. Craig Stewart, and Ms. Sam Hanson.

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

MOTION: Commissioner Mossanen moved to approve Resolution PC 19-15. The motion was seconded.

Commissioner Elder spoke in favor of the resolution.

Commissioners Glashan, Chesbro, and Vague spoke in opposition to the resolution.

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

C. **Resolution PC 19-16**, recommending approval of an ordinance Amending MSB 17.29 to Adopt the most recent Flood Insurance Study and Flood Insurance Rate Map. (*Staff: Alex Strawn*)

Mr. Alex Strawn provided a staff report:

- staff recommended approval of the resolution.

Chair Vague opened the public hearing.

The following persons spoke in favor of Resolution PC 19-16: Mr. Wayne Whaley.

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

MOTION: Commissioner Mossanen moved to approve Resolution PC 19-16. The motion was seconded.

Commissioners requested clarification of benchmarks.

Commissioners Chesbro and Vague spoke in favor of the resolution.

VOTE: The main motion passed without objection.

## **XI. CORRESPONDENCE AND INFORMATION**

*(There was no correspondence and information.)*

## **XII. UNFINISHED BUSINESS**

*(There was no unfinished business.)*

## **XIII. NEW BUSINESS**

*(There was no new business.)*

## **XIV. COMMISSION BUSINESS**

- A. Adjudicatory (*if needed*)
- B. Upcoming Planning Commission Agenda Items

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

**XV. DIRECTOR AND COMMISSIONER COMMENTS**

Ms. Probasco:

- stated that there is nothing on the agenda for the June 17<sup>th</sup> PC meeting;
- suggested that the commission may want to vote to cancel that meeting;
- there is no meeting scheduled for July 1<sup>st</sup> so the next meeting will be July 15<sup>th</sup>;
- noted that the Assembly adopted a budget and approved an additional Code Compliance Officer for a total of four officers;
- stated that staff has almost finalized the Subdivision Construction Manual (SCM) Update;
- it will go before the Transportation Advisory Board (TAB) and the Platting Board in the next month or so;
- it will probably be coming forward to the PC in August;
- noted that the section dealing with driveways has been removed from the SCM and added to Title 11 which deals with roads ways;
- this will cover all driveways and not just the ones that are going in as part of the subdivision process;
- stated that she will be providing an update to the Comprehensive Plan Process Update on July 15<sup>th</sup>; and
- noted that Assemblymember Sumner sponsored the Lake Management Plan legislation at her request.

**MOTION:** Commissioner Mossanen moved to cancel the June 17, 2019, Planning Commission Meeting due to lack of an agenda. The motion was seconded.

**VOTE:** The motion to cancel the June 17, 2019, Planning Commission Meeting passed without objection.

Commissioner Chesbro:

- acknowledged that it was a busy meeting tonight;
- stated her appreciated for the discussion and testimony;
- opined that the borough has been growing so fast and has not been able to keep up with much needed planning;
- noted that it is important that community councils participate in the planning process;
- hopes that people will see that they can make a difference working with their community councils; and
- stated her appreciation for input from Talkeetna Community Council on two separate public hearings tonight.

Commissioner Mossanen:

- stated that this meeting was definitely worth driving in for;
- he signed up to be a commissioner to work on difficult and contentious issues;
- acknowledged that not everyone is going to be happy with the outcomes;
- thanked staff for all of their hard work; and

- noted that sometimes staff has to go back to the drawing table, but that doesn't mean that the commission does not appreciate the work.

Commissioner Elder:

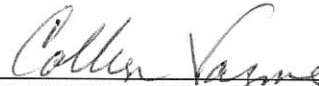
- stated his frustration with the phrase "value and character of a neighborhood;"
- would like to understand this at least for his own benefit so that he can make decisions as to whether a gravel pit or a marijuana facility should go into a neighborhood;
- opined that this needs to be made more clear; and
- suggested that Mr. Metzger deserves a raise.

Chair Vague:

- stated that she remembers when and why lake management plans came into existence;
- noted it was due to the frustration of homeowners who felt like their property rights were not being respected;
- stated her appreciation and respect for the work of the planners even if the commission denies some of their suggestions;
- opined that lake management plans are a work in progress and will come up again;
- appreciated the discussion this evening; and
- thanked everyone for all that they do.

**XVI. ADJOURNMENT**

The regular meeting adjourned at 10:01 p.m.



COLLEEN VAGUE, Planning Commission  
Chair

ATTEST:



MARY BRODIGAN, Planning Commission  
Clerk

*Minutes approved: July 15, 2019*

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JUN 06 2019

CLERKS OFFICE

By:	Alex Strawn
Introduced:	May 6, 2019
Public Hearing:	June 3, 2019
Action:	Approved

**MATANUSKA-SUSITNA BOROUGH  
PLANNING COMMISSION RESOLUTION NO. PC 19-16**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION RECOMMENDING ADOPTION OF AN ORDINANCE AMENDING MSB 17.29 TO ADOPT THE MOST RECENT FLOOD INSURANCE STUDY AND FLOOD INSURANCE RATE MAP.

---

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

WHEREAS, as a participating community, the Borough is required to regulate flood zones based on a Flood Insurance Study and Flood Insurance Rate Maps; and

WHEREAS, most of the flood zones depicted on the Flood Insurance Rate Maps within the Borough were mapped in 1985 using crude topography data; and

WHEREAS, in 2012 the Borough acquired high-resolution topography data and requested FEMA update the Flood Insurance Study and associated Flood Insurance Rate Maps; and

WHEREAS, in August 2016 FEMA provided draft maps for the Borough and public to review; and

WHEREAS, upon receipt of the draft maps, the Borough notified all affected property owners and held four open house meetings at various locations throughout the Borough; and

WHEREAS, the Borough conducted a robust public review process including multiple press releases and posted the existing and draft maps prominently on the Borough website; and

WHEREAS, in August 2018 FEMA provided revised draft maps based on input from the public; and

WHEREAS, after a six-year process the FEMA Flood Insurance Study and associated Flood Insurance Rate Maps are complete; and


WHEREAS, the new maps are considerably more accurate than the existing maps and more accurately represent the flood risk within the Borough.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby recommends adoption of an ordinance which incorporates the new Flood Insurance Study and Flood Insurance Rate Maps into Borough code.

ADOPTED by the Matanuska-Susitna Borough Planning Commission this 3<sup>rd</sup> day of June 3, 2019.

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

ATTEST

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

(SEAL)

YES: *Vague, Elder, Chesbro, Glashan, and Mostanen*

NO:

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JUN 06 2019

CLERKS OFFICE

By: Joe Metzger  
Introduced: May 20, 2019  
Public Hearing: June 3, 2019  
Action: Approved

**MATANUSKA-SUSITNA BOROUGH  
PLANNING COMMISSION RESOLUTION NO. PC 19-17**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION APPROVING A CONDITIONAL USE PERMIT FOR THE OPERATION OF A MARIJUANA RETAIL FACILITY AT 1204 N. HYER SPUR (TAX ID# 7775000L002); WITHIN TOWNSHIP 17 NORTH, RANGE 1 EAST, SECTION 4, SEWARD MERIDIAN.

WHEREAS, an application has been received from Teri Zell on behalf of Higher by Bad Gramm3r, LLC for a conditional use permit for the operation of a marijuana retail facility at 1204 N. Hyer Spur, (Tax ID# 7775000L002); within Township 17 North, Range 1 East, Section 4, Seward Meridian; and

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

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

WHEREAS, the proposed retail facility will be wholly contained within the commercial structure approximately 2,503 square feet in size; and

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

WHEREAS, there are no outdoor speakers or public announcement systems associated with the proposed use; and

WHEREAS, The Boutet Company, Inc, conducted and prepared a Limited Traffic Impact Analysis (LTIA) in support of a Traffic Impact Analysis Threshold Worksheet submitted as part of the application material; and

WHEREAS, traffic data and generation rates used in the LTIA were obtained from two references. "Trip Generation, 10<sup>th</sup> Edition, published by the Institute of Transportation Engineers, as well as, "Site Traffic Counts" acquired by The Boutet Company at the Bad Gramm3r Cannabis Store located at 115 N. Helen Lane, Wasilla, Alaska; and

WHEREAS, based on the LTIA, peak hour site trip rates for the proposed 2,503 square foot marijuana retail facility is calculated to be 75 trips; and

WHEREAS, the daily trip rate for the proposed use is calculated to be 632 trips; and

WHEREAS, it is the opinion of Jacques Boutet, PE that the proposed facility does not require a traffic impact analysis; and

WHEREAS, the proposed use will not be processing, manufacturing, or storing hazardous substances identified in MSB 17.61.020(A)(3); and

WHEREAS, the proposed use is confined to a generally flat area on the parcel; and

WHEREAS, the proposed use is commercial retail in nature and will not generate contaminated water runoff; and



WHEREAS, the subject parcel remained vacant until two portable structures, which have since been remodeled and combined into one, were moved onto the property in 2011; and

WHEREAS, the subject property has historically been used for commercial purposes since 2011; and

WHEREAS, the property is located in the Core Area; however, there are no specific zoning designations for this parcel; and

WHEREAS, the proposed use accesses North Hyer Spur from an existing, MSB permitted driveway; and

WHEREAS, North Hyer Spur has many different uses on its frontage, including residential, commercial, and industrial; and

WHEREAS, North Hyer Spur is classified as a collector road and is capable of handling traffic from residential and commercial uses; and

WHEREAS, the subject parcel has over 700' of road frontage and abuts the North Hyer Spur to the east, south, northeast and southeast; and

WHEREAS, the closest residential structure is located to the west and is approximately 140 feet away from the proposed use; and

WHEREAS, the application material indicates two illuminated signs will be installed on the proposed facility. One sign will be installed on the roofline of the building and will say "HIGHER", while the other sign will be installed above the entrance to the facility; and

WHEREAS, the proposed hours of operation are 9:00 a.m. until 10:00 p.m., daily; and

WHEREAS, there are 6 parcels within 1000' from the subject parcel that are used for commercial or industrial purposes; and

WHEREAS, the surrounding area is comprised of mixed uses. The parcels to the north and west are used for residential purposes, while the parcels to the east and south are used for commercial or industrial uses; and

WHEREAS, aerial imagery of the surrounding area indicates the proposed use is part of a larger commercial and industrial development. The lots being used for commercial and industrial uses have been leveled and are devoid of vegetation, while the lots being used for residential purposes are treed and full of vegetation; and

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

WHEREAS, persons under the age of 21 are prohibited from entering the facility; and

WHEREAS, according to the application material, loitering will not be allowed; and

WHEREAS, the closest school (Birchtree Charter School) is approximately 4,800 feet away from the use; and

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

WHEREAS, security cameras, motion detectors, panic buttons, and lighting are used to monitor all activities at the facility; and

WHEREAS, the Mat-Su Borough Central Mat-Su Fire Department has issued Plan Review #2019-024, for the commercial structure; and

WHEREAS, the commercial structure is in full compliance with the applicable State of Alaska fire code; and

WHEREAS, the applicant has provided a copy of the approved Plan Review #2019-024; and

WHEREAS, after proper notification of the State of Alaska Alcohol & Marijuana Control Office, all marijuana products deemed unusable are blended together before being mixed with compostable material, and sealed in a container. The waste will then be taken to a MSB Central Landfill to be disposed of; and

WHEREAS, according to the application material, the commercial structure is located approximately 123 feet from the North Hyer Spur right-of-way on the eastern boundary, approximately 148 feet to the northern property line, approximately 31 feet to a section line easement on western

boundary, and is approximately 450 feet from the southern boundary, which is also the North Hyer Spur right-of-way; and

WHEREAS, the proposed use is located approximately 31' to a section line easement on the western boundary. An earthen berm, located near the southwest corner of the facility is approximately 30' tall and is contained within the section line easement. This berm provides visual screening to the adjacent residential homes; and

WHEREAS, the commercial structure meets all applicable setback requirements required by MSB 17.55 - Setbacks and Screening Easements; and

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

WHEREAS, at the February 20-22, 2019, the State of Alaska Marijuana Control Board meeting, the Board voted to approve Higher by Bad Gramm3r Retail Marijuana Store License # 19178 with delegation; and

WHEREAS, a copy of the delegated approval for the applicant's marijuana retail facility has been provided to the MSB Development Services Division; and

WHEREAS, the use is approximately 2,503 square feet in size; and

WHEREAS, a marijuana retail facility 2,503 square feet in size is required to provided eight parking spaces with one ADA compliant space; and

WHEREAS, 17 customer parking spaces are being provided; and

WHEREAS, each space is 20 feet in length and ten feet wide; and

WHEREAS, there are no vertical clearance limitations on site; and

WHEREAS, ADA guidelines require one van accessible parking space, 11 feet wide with a five-foot wide parking isle, for every 1 to 25 spaces; and

WHEREAS, according to the site plan, one van accessible parking space, 11 feet wide with a five-foot wide parking isle is being provided; and

WHEREAS, the Planning Commission has reviewed this application with respect to standards set forth in MSB 17.60.100, 17.60.150 and 17.60.170; and

WHEREAS, the Planning Commission conducted a public hearing on June 3, 2019 on this matter.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby adopts the aforementioned findings of fact and makes the following conclusions of law supporting approval of Planning Commission Resolution 19-17:

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

10. The applicant has provided documentation demonstrating the proposed use is in full compliance with all applicable fire code (MSB 17.60.150(D)(2)).
11. The proposed use is located on a parcel that is appropriate for commercial use (MSB 17.60.170(A)(1-3)).
12. The proposed use meets the minimum number of parking space for retail facilities (MSB 17.60.170(B)).
13. The proposed use complies with current ADA parking space guidelines (MSB 17.60.170(C)).

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

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

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

4. The operation shall comply with the maximum permissible sound level limits allowed, per the requirements of MSB 8.52 - Noise, Amplified Sound and Vibration.
5. If for any reason, the berm located in the section line easement to the west of the facility is removed, a fence shall be installed that provides visual screening and shields customer headlights to the extent feasible.
6. Any signage associated with the facility shall not be illuminated in the direction of residential homes located to the north and west of the use.
7. Exterior lighting shall be directed downward, and/or shielded as necessary, to minimize light spillage onto adjacent properties.
8. The hours of operation shall not exceed 9:00 a.m. - 10:00 p.m., daily.
9. On-site consumption of marijuana and marijuana products is prohibited.
10. A fence shall be constructed along the west boarder of the parcel along the section line common with Lot 1, Lot



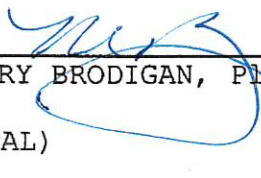
17, Lot 18 and Lot 1 to the north, or completely surrounding the facility, within one year of approval.

11. The applicant shall use visual buffering or adjust field of view of security cameras to prevent filming of neighboring residential properties.

ADOPTED by the Matanuska-Susitna Borough Planning Commission this 3<sup>rd</sup> day of June, 2019.

  
COLLEEN VAGUE, Chair

ATTEST

  
MARY BRODIGAN, Planning Clerk  
(SEAL)

yes: Chesbro, Elder, Glackan, and Mossanen

No: Vague

The regular meeting of the Matanuska-Susitna Borough Platting Board was held on May 2, 2019, at the Matanuska-Susitna Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The Meeting was called to order at 1:00 p.m. by the Chair Jordan Rausa.

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JUN 13 2019

CLERKS OFFICE

## **1. CALL TO ORDER**

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

Platting Board members present and establishing a quorum:

- Mr. Pio Cottini, District #1
- Mr. LaMarr Anderson, District #2
- Mr. Gregory Pugh, District #3 (Vice Chair)
- Mr. Jordan Rausa, District #4 (Chair)
- Mr. Dennis Vau Dell, District #5
- Mr. George Thompson, District #7
- Mr. John Shadrach, Alternate #2

Platting Board member excused or absent:

- Mr. Patrick Johnson, District #6

Staff in attendance:

- Mr. Fred Wagner, Platting Officer
- Ms. Sloan Von Gunten, Platting Administrative Specialist
- Ms. Peggy Horton, Platting Technician
- Ms. Cheryl Scott, Platting Technician

### **B. THE PLEDGE OF ALLEGIANCE**

- The pledge of allegiance was led by Mr. John Shadrach.

### **C. APPROVAL OF THE AGENDA**

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

GENERAL CONSENT: The agenda was approved without objection.

## **2. APPROVAL OF MINUTES**

A. Chair Jordan Rausa inquired if there were any changes to the minutes for April 4, 2019.

- Remove Mr. Shadrach's name from the April 4, 2019 minutes, as he was not present at the meeting.

GENERAL CONSENT: The minutes for April 4, 2019 were approved without objections.

### **PRESENTATION BY EMERSON KRUGER ON THE PARKS HIGHWAY ADP**

- Mr. Greg Pelli, from Land Management, gave the presentation on the Parks Highway on behalf of Emerson Kruger.

**TIME: 1:16 P.M.**

**CD: 0:15:06**

**3. UNFINISHED BUSINESS**

- None

**4. PUBLIC HEARINGS**

**Cottini Recused himself from Norbo Acres.**

**A. NORBO ACRES**

Chair Jordan Rausa read the case description into the record.

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

- Stated that 44 public hearing notices were mailed out on April 11, 2019.

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

- Gave an overview of the case, #2019-035/036.

Chair Jordan Rausa

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

Leonard Wallner

- Concerned on Palmer-Fishhook access and transportation safety issue.
- Concerned on increased well sites.

James Jett

- Concerned about multifamily housing going on the lots.
- Concerned about the placement of the gas line for the new properties.

Sonjah Schumacher

- Concerned about the development of the lots made into multifamily housing.
- Concerned about the water table.

Vicki Wallner

- Concerned on the drainage and how it will affect the water table, well sites, and slope.
- Does not want to have multiple family housing.

Levi Kincad (Petitioner) & Gary LoRusso (Petitioner's Representative)

- Gave a brief description of the development and answered questions regarding the lots.

Chair Jordan Rausa

- Closed the public hearing.

**MOTION:**

- Pugh moved to approve the preliminary plat for Norbo Acres and the partial vacation of N. Palmer-Fishhook Road, with 12 recommendations. The motion was seconded by Thompson.

**VOTE:**

- The motion passed with all in favor. There are 11 findings.

**TIME: 2:00 P.M.**

**CD: 0:59:47**

**BREAK**

**TIME: 2:07 P.M.**

**CD: 01:05:46**

**Cottini Returned to his seat.**

**B. SUNLIGHT MASTER PLAN**

Chair Jordan Rausa read the case description into the record.

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

- Stated that 96 public hearing notices were mailed out on April 11, 2019.

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

- Gave an overview of the case, #2019-037.

Chair Jordan Rausa

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

Gary LoRusso (Petitioner's Representative) Ryan Metcalf (Petitioner) and Bill Klebesadle (Engineer)

- Gave a brief overview on the subdivision.
- Agrees with all the recommendations.

Chair Jordan Rausa

- Closed the public hearing.

**MOTION:**

- Thompson moved to approve the preliminary plat for Sunlight Master Plan, with 8 recommendations. The motion was seconded by Shadrach.

**VOTE:**

- The motion passed with all in favor. There are 8 findings.

**TIME: 2:20 P.M.**

**CD: 01:18:12**

**C. BRU-NETTE PARK w/ UTILITY EASEMENT ELIMINATION**

Chair Jordan Rausa read the case description into the record.

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

- Stated that 405 public hearing notices were mailed out on April 11, 2019.

Peggy Horton, Platting Technician, provided a staff report:

- Gave an overview of the case, #2019-038/039.

Chair Jordan Rausa

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

The petitioner and/or the petitioner's representative was not present at the meeting.

Chair Jordan Rausa

- Closed the public hearing.

**MOTION:**

- Thompson moved to approve the preliminary plat for Bru-nette Park and the utility easement elimination within Lots 12, 13 & 14, Block 16 of Williwaw Subdivision, with 8 recommendations. The motion was seconded by Pugh.

**VOTE:**

- The motion passed with all in favor. There are 9 findings.

**TIME: 2:26 P.M.**

**CD: 01:27:217**

**D. TALBERT PUE**

Chair Jordan Rausa read the case description into the record.

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

- Stated that 17 public hearing notices were mailed out on April 11, 2019.

Cheryl Scott, Platting Technician, provided a staff report:

- Gave an overview of the case, #2019-040.

Chair Jordan Rausa

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

Dayna Rumfelt (Petitioner's Representative)

- Agrees with all recommendations.

Chair Jordan Rausa

- Closed the public hearing.

MOTION:

- Shadrach moved to approve the Talbert Public Use Easement, with 5 recommendations. The motion was seconded by Pugh.

VOTE:

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

**TIME: 2:35 P.M.**

**CD: 01:33:46**

**Shadrach recused himself from AK Salmon.**

**E. AK SALMON**

Chair Jordan Rausa read the case description into the record.

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

- Stated that 58 public hearing notices were mailed out on March 16, 2018 from the June 7, 2018 continued meeting.

Cheryl Scott, Platting Technician, provided a staff report:

- Gave an overview of the case, #2018-043.
- Petitioner would like to continue the case to May 5, 2022.
- The Platting Board discussed their concerns regarding the continuation of the case for this long.

Chair Jordan Rausa

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

The petitioner and/or the petitioner's representative was not present at the meeting.

Chair Jordan Rausa

- Kept the public hearing open.

MOTION:

- Cottini moved to continue the preliminary plat for AK Salmon to May 5, 2022. The motion was seconded by Pugh.

DISCUSSION:

- Board discussed the continuance.

**VOTE:**

- The motion passed with 5 in favor (Thompson, Cottini, Anderson, Pugh, Rausa) and 1 against (Vau Dell). There are 8 findings.

**TIME: 2:52 P.M.**

**CD: 01:49:41**

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

**5. ITEMS OF BUSINESS & MISCELLANEOUS**

- A. Special Meeting Session on Title 43 White board List
- The Platting Officer update the board with changes.

**6. RECONSIDERATIONS/APPEALS**

**7. PLATTING STAFF & OFFICER COMMENTS**

- There are 2 cases to be heard at the May 16, 2019 meeting, which will be held at the Animal Shelter Meeting Room.
- Updated the platting board on the construction manual rewrite.
- The Clerk gave the board updated platting board books.
- The clerk gave an explanation on the how the minutes are written.
- The platting officer discussed code regarding BOAA decision.

**8. BOARD COMMENTS**

- Pugh commented on the boards decisions.
- Vau Dell commented on the finding sheet.
- Thompson thanked staff for their work.
- Cottini commented on staffs work regarding questions that come up.

**9. ADJOURNMENT**

- With no further business to come before the Platting Board, Chair Jordan Rausa adjourned the meeting at 3:32 p.m. (CD: 2:31:34)

*Jordan Rausa*

JORDAN RAUSA, Platting Board Chair

Attest:

*Sloan Von Gunten*

SLOAN VONGUTEN,  
Platting Board Clerk

*Minutes Approved: June 6, 2019*

**MATANUSKA-SUSITNA BOROUGH  
PORT COMMISSION**

**REGULAR MEETING  
May 20, 2019**

1. CALL TO ORDER; ROLL CALL; PLEDGE OF ALLIGENCE

The regular meeting of the Port MacKenzie Port Commission was called to order at 3:00 p.m. by Commissioner Anderson.

Commission members present and establishing a quorum were:

Ms. Claudia Roberts	Mr. Rob Brown
Ms. Helga Larson	Mr. Bryan Scoresby
Mr. Tim Anderson	Mr. Randall Kowalke

Commission members not present: Mr. Mike Janecek

Staff in attendance were:

Mr. John Moosey, Borough Manager and Mr. James Wilson, Internal Auditor

Assembly members in attendance were:

Mr. Dan Mayfield, Ms. Tam Boeve and Mr. Jim Sykes

2. APPROVAL OF AGENDA

The agenda was approved as written.

3. APPROVAL OF MINUTES

The minutes from the Port Commission meeting held on April 15, 2019 were approved as written.

4. AGENCY AND STAFF REPORTS

A. Mr. John Moosey, Borough Manager

1) FY 20 Budget Update

- PFD and school funding are the big issues
- Port and school bond reimbursement are currently both in the budget (approximately \$19.5M)
- We believe the Governor will veto all or part of the school bond debt reimbursement.
- Areawide and non-areawide is approximately \$60M
- Borough cut \$14M in operational costs
- One mil tax increase (from 10.33 to 11.4)
- \$2M cut in personnel (approximately a dozen positions)
- No part-time position added to the Port's budget
- Discussion followed

2) Parnell Contract

- The former Governor was hired to look at a variety of economic development projects.



- Had many meetings with investors and Native Corporations
- Worked on the Road to Resources and how it would fit in with the rail and port
- No one would make a commitment without the rail.

B. Mr. James Wilson, Internal Auditor

3) AGDC/AKLNG

- Draft EIS due out in June
- Final EIS is scheduled for March 2020
- June 2020 we should have the record of decision
- AGDC board meeting this Wednesday
- Misinformation still occurring
- Questions and discussion regarding various pipeline options followed

4) Alberta to Alaska Railway Corp. (A2A)

- A2A made a presentation to the State legislators
- Need President of the United States to sign permit for rail to cross international borders before we can move forward.
- Working on final draft of contract
- Questions and discussion followed

5) NPI

- Ongoing effort
- Looking at how NPI, MSB and other companies can work together in close association with the State to deal with beetle kill timber.
- Need to secure revenue before a buyout can happen
- Negotiating with a South Korean timber company
- Lengthy discussion followed

5. PERSONS TO BE HEARD

A. Mr. Eugene Haberman listed numerous meetings he attends in Anchorage to include the Port of Alaska meetings. He complimented the Borough on the use of sign up sheets at Assembly meetings unlike the Anchorage meetings that are chaotic.

B. Assemblymen Jim Sykes thanked the Port Commissioners for continuing to ask questions. He would like to see an evaluation of the conveyor system owned by NPI to determine if it is an asset or perhaps a liability.

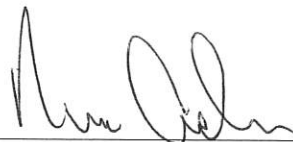
6. ADMINISTRATION AND COMMISSION MEMBER COMMENTS

Closing comments were made by Assembly persons, Borough staff and port commissioners.

7. ADJOURNMENT – The meeting adjourned at 4:58 p.m.



Therese M. Dolan, Port Operations Manager



Tim Anderson, Chairman

Minutes Approved 6/17/19

CLERKS OFFICE

JUL 18 2019

RECEIVED

## Minutes

April 10, 2019  
RSA 16 South Colony Way Service Area  
O&M Building

**Meeting called to order 5:05**

**Pledge**

**In attendance** - Phil Cobb, Rhonda Stark, Will Barickman, Alex Senta

**Agenda** – Rhonda moved to approve

**Minutes** – Rhonda moved to approve

No persons to be heard

### **Staff Reports**

Will Barickman -

Street Lamp – no overhead so Will is going to approach MEA about tapping into underground box as pole would need to be installed. Alex explained how box is same as transformer if pole can be close to box. Would be ideal to rough out where possible bus stops might be and then prep ahead but difficult when properties not sold yet. Pole ideally will go at intersection and also benefit bus stop.

Conestoga Loop – push back of private snow 2040.00

Sweeping has begun but weight restrictions still on.

Lots of chipped rock on some roads and hard to sweep off.

Extra push back of snow at end of season can cost the borough more money.

Went over funding questions

Alex Senta -

Start of year had 700K in improvement list

Jason Ct, LaRose, Penny, Rush, Showers & Herman – all on list.

Jason Rd is ready for paving. LaRose for sure this year. Penny & Rush likely as well as almost ready and should get done this year. Extending Showers toward Soapstone via Hot Showers. Will allow for emergency access and traffic. RSA 16 small portion and RSA 23 larger portion of Showers – Herman connection, which is the Soapstone connection.

Chalet & Hemmer – still in works. Bond package has changed things. Capital projects now have the “baton” and don’t have enough funding. No project for the bond. It had been an RSA project. Other issue is property owner possible issue as some property owners do not want the road put in. Up in the air. Could just be canceled or could move forward. Possibly run Chalet around and make a loop. Will need lots of coordination.

Beginning to move ahead on list to wanted projects/design and moving them into planning phase . Caulkins is 11<sup>th</sup> on list.

School bus stops needing lights can be addressed to borough RSA.

**New Business**

Trunk and Fishhook safety issue -

Resolution being voted on by community councils

Can CC’s put some funds into the pot?

Does the state work with the borough?

Alex suggested possible adding designated “run up” merge lane to the right hand turns.

R/S

Borough could even possibly design. Possibly remove the right hand turn lanes so no blind spot created, or widen so cars are over further.

Discussion

\*Money also available via state that is HSIP – Highway Safety Improvement Plan funds  
Can the borough RSA kick in some funds if approved? Combined funding – CC’s, RSA, HSIP? It is a growing safety issue.

RSA Responsibilities –

Discussion about resolutions, borough/state involvement in roads safety.

Might continue some discussion next meeting.

Next meeting July 17 5:00 pm

Phil has talked to Jennifer about sending reports via snail mail and have emailed.

**Phil moved to adjourn 6:21**

Phil Cahh  
7/17/2019

Rhonda Stark  
7/17/2019

MATANUSKA-SUSITNA BOROUGH  
TRANSPORTATION ADVISORY BOARD

REGULAR MEETING MINUTES  
Tuesday, February 26, 2019

---

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

The regular meeting of the Matanuska-Susitna Borough Transportation Advisory Board (TAB) was held on February 26, 2019 in the Matanuska-Susitna Borough Lower Level Conference Room, 350 E Dahlia Ave, Palmer, Alaska. Dan Elliott called the meeting to order at 2:04 p.m.

TAB members present and establishing a quorum was:

Mr. Dan Elliott  
Ms. Emily Dodge  
Ms. Jennifer Busch  
Mr. Joshua Cross  
Mr. Scott Adams  
Ms. Cindy Bettine (arrived 2:16 p.m.)

MSB Staff Present:

Ben Coleman, Transportation Planner

II. APPROVAL OF AGENDA

**MOTION: To approve the February 26, 2019 agenda. 1<sup>st</sup>: Joshua Cross; 2<sup>nd</sup> Scott Adams**

**DISCUSSION: Mr. Elliott suggested moving vote for Chair and Vice Chair until Ms. Bettine arrives.**

**VOTE: None opposed. Approved.**

III. PLEDGE OF ALLEGIANCE

- Dan Elliott led the Pledge of Allegiance.

IV. APPROVAL OF MINUTES

- December 13, 2018 Minutes

**MOTION: To approve the December 13, 2018 minutes (Emily Dodge, Scott Adams).**

**DISCUSSION: none.**

**VOTE: None opposed. Approved.**

V. AUDIENCE PARTICIPATION

None.

VI. STAFF/AGENCY/BOARD REPORTS & PRESENTATIONS

A. Sara Jansen (at request of TAB Chair): AARP Livable Communities Meeting Report

B. TAB

Joshua Cross, Dan Elliott: Subdivision Construction Manual Update

C. Matanuska Susitna Borough

Ben Coleman: Road Project Funding Difficulties; Valley Transit fleet Refresh: Local Match

D. DOT&PF

Allen Kemplen: Kings River Bridge Replacement and Glenn Highway Long Lake MP 84.5-92

VII. ITEMS OF BUSINESS

A. Chair and Vice Chair selection

Chair:

Dan Elliott nominated Cindy Bettine for Chair:

2<sup>nd</sup> Scott Adams

VOTE: unanimous

**Cindy Bettine 2019 Chair**

Vice Chair:

Emily Dodge nominated Dan Elliott for Vice Chair;

2<sup>nd</sup> Jennifer Busch

VOTE: unanimous

**Dan Elliott 2019 Vice Chair**

B. Valley Transit Fleet Refresh: Local Match Resolution

**Motion: Dan Elliott made a motion to approve Resolution 2019-01 as presented.**

**Emily Dodge seconded.**

**Motion carried unanimously.**

C. Kings River Bridge Replacement and Glenn Highway Long Lake MP 84.5-92 Resolution

**Motion: Emily Dodge made a motion to approve Resolution 2019-02. Dan Elliott seconded.**

**Amended Motion: Scott Adams made a motion to add language about the King River Bridge improving safety to 2019-02. Dan Elliott seconded.**

**Motion to add language carried unanimously.**

**Motion carried unanimously as amended.**

- D. AARP Livable Communities Resolution 2019-03 (ROW requirements for pathways).

**Motion: Scott Adams moved to table Resolution 2019-03 for better language until next scheduled meeting. Dan Elliott Seconded.**

**Motion carried unanimously.**

#### VIII. MEMBER COMMENTS

- Emily Dodge: Add page numbers to packet
- Jennifer Busch: Thanks for support for funding new buses
- Joshua Cross: Thanks to Allen for helping provide information
- Scott Adams: Thanks to Allen for providing information. Thanks to Joshua Cross and Dan Elliott for contributions to Subdivision Construction Manual.
- Dan Elliott: Thanks to Allen as well. Thanks to Cindy for being Chair this year.
- Cindy Bettine: Will do the best she can as Chair. Encouraged all TAB members to prioritize attending March 19 Assembly meeting and speak about any of the discussed topics that they feel strongly about.

#### IX. NEXT MEETING

- Next Meeting Date: June 27, 2019 @ 2:30 p.m.

X. ADJOURNMENT

Meeting adjourned at 4:07 p.m.

APPROVED:

*Cindy G. Bettine* *June 27, 2019*  
Cindy Bettine, Chair Date

ATTEST:

*Ben Coleman* *6/27/19*  
Ben Coleman, Staff Support Date

**MATANUSKA-SUSITNA BOROUGH TRANSPORTATION ADVISORY BOARD  
RESOLUTION SERIAL NO. 19-03**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH TRANSPORTATION ADVISORY BOARD RECOMMENDING THE ASSEMBLY DEVELOP A POLICY REQUIRING CONSIDERATION FOR NON-MOTORIZED TRANSPORTATION WITHIN BOROUGH MAINTAINED RIGHTS OF WAY. FURTHER, THAT BOROUGH-BONDED ROAD PROJECT BUDGETS INCLUDE THE NECESSARY FUNDING TO CONSTRUCT NON-MOTORIZED TRANSPORTATION FACILITIES.

---

WHEREAS, the Matanuska-Susitna Borough Transportation Advisory Board advises the Assembly on transportation-related issues; and

WHEREAS, the board recognizes the need for safe non-motorized transportation accommodations in the Borough; and

WHEREAS, non-motorized modes of transportation are becoming more widely used for commuting and recreation; and

WHEREAS, non-motorized infrastructure such as sidewalks, pathways, and trails provide numerous economic, health, and social benefits to our community; and

WHEREAS, walking and biking are the easiest and most accessible forms of physical activity; and

WHEREAS, walking and biking cannot be safely accomplished on many roadways without dedicated space; and

WHEREAS, the Matanuska-Susitna Borough (MSB) is the fastest-growing area in the State, expected to undergo a 50% increase in population over the next 25 years; and

WHEREAS, The 2016 Mat-Su Community Health Needs Assessment found that Borough residents are demanding more open spaces and



exercise opportunities; and

WHEREAS, the Borough-Wide Comprehensive Plan states "Goal (PO-1): To acquire, develop, and redevelop a system of parks, recreation facilities, community centers, and open spaces that is safe, functional, and accessible to all segments of the population."; and

WHEREAS, the Borough's Long Range Transportation Plan recommends the Borough develop an Active Transportation Master plan for bicycle and pedestrian travel; and

WHEREAS, accommodations for non-motorized transportation infrastructure have not been made along much of the Borough's road system.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Transportation Advisory Board hereby recommends the Matanuska-Susitna Borough Assembly develop a policy requiring:

- 1) Full consideration of non-motorized transportation needs during the planning, design, and development of the transportation network within the Borough.
- 2) Establishment of the type and function of non-motorized transportation treatments to be considered when planning, designing, and developing roads within the Borough. Such treatments include, but are not limited to, separated pathways, sidewalks, widened shoulders, shared use lanes, and alternative routes.


- 3) Accommodations for non-motorized transportation travel modes be provided within the public rights-of way when acquisition or dedication of new rights-of-way are required.
- 4) Accommodations for non-motorized transportation travel modes be provided within the public rights-of way when existing roads are to be reconstructed for the purpose of increasing capacity.
- 5) Non-motorized transportation accommodations be provided within the rights-of-way of existing roads having a classification of Residential Street or higher.
- 6) Accommodations for non-motorized transportation travel modes be provided within any road rights-of-way that will be transferred to the Borough for maintenance.
- 7) The design and construction of non-motorized transportation accommodations be included with transportation network improvement projects.
- 8) The design and construction of non-motorized transportation accommodations extend along existing roads when connecting roads are constructed.
- 9) Documentation explaining how non-motorized transportation accommodations have been incorporated into the design, planning, and development of transportation improvement projects.

10) Borough-bonded road project budgets include the necessary funding to construct the non-motorized accommodations.

ADOPTED by the Matanuska-Susitna Borough Transportation Advisory Board this 18th day of JULY, 2019.

  
\_\_\_\_\_  
Cindy Bettine, Chair

ATTEST:

  
\_\_\_\_\_  
Benjamin Coleman, Transportation Planner  
Staff Support

WEST LAKES FSA  
BOARD OF SUPERVISORS MEETING

RECEIVED  
JUN 13 2019  
CLERKS OFFICE

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

April 8, 2019

MEETING MINUTES

I. CALL TO ORDER

The meeting of the West Lakes Fire Service Area Board of Supervisors was called to order at **6:08 pm** at West Lakes Public Safety Building Station 73 at 10073 W. Parks Hwy. Wasilla, Alaska by Chairman William Browne on April, 8<sup>th</sup>, 2019.

II. ROLL CALL AND DETERMINATION IF QUORUM

Board members present and establishing quorums:

*West Lakes FSA:* Bill Browne, Chairman, Cathi Kramer, Vice Chair (via telephone), Cindy Michaelson, Larry Fetchenhier and Steve Simpson.

*Also, Present:*

*From West Lakes:* Chief John Fairchild, Admin Assistant Theresa Elliott, Admin Assistant Roxxanne Puckett, Chief James Keel, and Capt. Jeff Stout,

III. PLEDGE OF ALLEGIANCE

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

IV. APPROVAL OF AGENDA

**MOTION:** Bill Browne: to approve the agenda as written.

**VOTE:** Motion passed unanimously.

V. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

**MOTION:** Bill Browne – to approve West Lakes FSA minutes as written.

**VOTE:** Motion passed unanimously to approve previous meeting minutes as written.

VI. ANNOUNCEMENT

**Bill Browne:** Chief I will hand it over to you. **Chief Fairchild:** A new Chief for Willow ha been chosen, he has 20 years with AFD and on the Slope.

# WEST LAKES FSA

## BOARD OF SUPERVISORS MEETING

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### **VII. REPORTS**

#### **Chief's Report from WLFD for March 2019**

**Run Report:** Building Fires 3, Vehicle Fires 2, Outside Rubbish Fires 7, Outside Storage Fires 1, Medical Assist 14, MVA with Injuries 2, Police Matter 1, Public Service 2, Cancelled in Rout 4, No Incident Found 3, Some Detector Activation due to Malfunction 1, Smoke Detector Activation No Fire 2, Total of 42 Incidents

#### **Training:**

##### Tuesday Training:

- 3/5/19: G1-low profile, mayday and level 1
- 3/12/19: RIT drills
- 3/19/19: G1 Confidence course; Hose maze with low profile, entanglement, RIT, search & rescue, ladder rescue
- 3/26/19: Fit testing on M7, Forestry tool maintenance and equipping apparatus with forestry equipment.
- Rescue Training: 3/25/18 Cancelled due to Holiday.
- Getting pricing on equipment for the ladder truck and Fold-a-tank for PT-811. This equipment is for ISO testing this summer.
- FF I class is nearing completion with final testing April 5<sup>th</sup> and 6<sup>th</sup>.
- G130/190 Forestry class starting the middle of April for Basic Fire fighter class.

#### **Prevention:**

- Installed five smoke detectors bought by owner on 3/12/2019

#### **Mechanic:**

- PT-71: Fixed the brakes dragging issue and completed the annual.
- CV81: Completed initial oil change, installed battery charger and the knox box.
- R81: fixed the low air warning light and alarm.
- R-71: Completed the annual, replaced the stolen moose light, fixed the high idle circuit board problem by wiring it a different way and fixed the driver seat air leak.
- T-71: Fixed the broken hose bed cover strut.
- CV-82: Completed the LOF and did a complete brake job.
- SV / Brush 81: Replaced the stolen moose light.
- Traveled to Rosenbauer in South Dakota the last week doing the final inspection on new E72.

#### **Operations:**

- The West Lakes FSA position will be before the assembly tentatively April 18<sup>th</sup>. Captain Keel will be there to present it to the assembly

# WEST LAKES FSA

## BOARD OF SUPERVISORS MEETING

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- Budget worksheet for 2020 Budget worksheet is attached for review and discussion at our meeting April 8<sup>th</sup> . It has our estimated revenue numbers for next year.
- Investigated the break in of station 71 again. Air compressor, truck lights and tools stolen again. AST did report and case number assigned # AK19019493 officer Kristen Bengel. About a \$1500 loss. Added additional interior door latches and getting the price on cameras for Station 71, 72 and 81.
- Completed the final inspection on the new engine 71 in South Dakota at the Rosenbauer Plant.
- Opened an on call Assistant Chiefs position for WLF. Starting to build the upper structure for command and future expansion for the department.
- Completed assisted living homes pre-fire plans for 2019
- Pre-fire plan review on three story homes in WLF area have been completed.
- Checked out smoke detectors that were installed in 2017 by Lt. Roistacher and BC Keel. The homeowner stated that they did not go off when she had light smoke in her home. We tested each one and they operated properly.
- All Ladder testing was completed 3/26/2019
- Moving winter apparatus back out to station 82 for summer storage.
- Second extractor installed at St-73 for washing turnout gear.
- PO written for new scene lighting on Tender 72 and 73.
- PO written for new emergency lighting on Brush 71
- Brush 73 in service for forestry season.
- Forestry equipment added to all apparatus for the summer season.

**Chief Fairchild:** When asked last month about the 50,000 hours/\$600,000 non-employee wages, we averaged 930 hours this week, 1039 hours last week, 1010 hours the week before that. These are ONLY our on-call responders. We average right around 1000 hours/week of non-employee paid on-call responder wages. And that is keeping the on-call responders at 29.9 hrs./week.

**Budget:** Chief went over Budget Worksheet Report and Budget Performance Report (**See Attached**)

**Chief Fairchild:** Cindy had asked how can we pay for the new FSA position and not move our budget at all? I wrote the letter out that says they will add that in once is approved by the assembly.

**Cindy Michaelson:** I looked at that a little bit more today because it really bothers me that we say we budgeted, but when you look at the 2018 actuals where we paid \$416, so there is no way you have an additional \$56K available if you spent the \$416. It appears that the \$416K they have you (Chief Fairchild) at 100% and Theresa at 100%, so that is how that number adds up to \$416K. Are we not getting credited for your 20% that is supposed to go to Rescue and Theresa's

# WEST LAKES FSA

## BOARD OF SUPERVISORS MEETING

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**Chief Fairchild:** 20% goes to Rescue and 62% of Theresa's goes to Fleet. **Cindy Michaelson:** If you use that, then it comes out to \$435K, but it looks like for the 2018 actual we never got that credit. **Chief Fairchild:** And what they told me is they only budgeted for approved positions, I can only tell you what they say. **Cindy Michaelson:** I guess my concern is, are we not properly allocating your 20% and Theresa's 62%? Is West Lakes funding 100% of you and Theresa when we really aren't supposed to be? **Chief Fairchild:** I will look into this and get it checked out.

**Chief Fairchild:** Started going back over the budget report **(See Attached)**

**Larry Fetchenier:** We've got some truck, some old trucks.. **Chief Fairchild:** We are going to start looking but we have to build the fund balance back up. We had budgeted \$750K on this truck with equipment and everything and it looks like we are about \$12K under that, as we get the money turned around and the G1 air packs bought, we will still hold our belts tight for at least the next couple of years and then we will see where we are at. We will probably buy a tender next to replace the old Grumman and have a engine/tender combination rather than the short cab, because with all of our volunteers, we need the seats. I think I have another truck budgeted 2 years out. If we can buy a tender with a conventional cab and a crew cab on it, I think we should be in the \$500k's and that should get us some equipment with it.

**Larry Fetchenier:** I heard a rumor that they may drop the mill rate. **Cindy Michaelson:** I heard they were going to have to raise it to 7% to make up for all the money the state is not giving them for the schools. **Chief Fairchild:** I know the BOS writes the letter that states we are staying at the 2.2 mill rate here, you guys set that. It would be very interesting to see if they could reset that with the Fire Boards approving it. Cathi, you played this game a long time, what is your experience with this? **Cathi Kramer:** You know with the economy the way it is right now I do not think they can cut our mil rate and I do not think it is appropriate to be asking for more right now. **Chief Fairchild:** That never crossed my mind. **Cathi Kramer:** I don't think they will reduce it because we have things that we have to pay for. **Cindy Michaelson:** Our budget is less than our income already.

**Cathi Kramer:** I have something to add to the regarding the Grant. Today was the day for questions and no body called me with questions. I did request money for 25 CO detectors that plug in and battery back-up, and 15 combo smoke detector/CO detectors, so it was \$1450 grant request from the Big Lake Community Council. **Chief Fairchild:** I think they are discussing that tomorrow night (April 9<sup>th</sup>) and Roy will be at that meeting to cover for me.

**Chief Fairchild:** The last thing I have is ISO. I got a call today, they are moving it up to July 15<sup>th</sup> meeting here at 9am. They are doing the stream line ISO rating. We will Call Amanda Brown who is the inspector who was also here last year. We will find out if we need to video tape and if she needs the timing of the filling of the apparatus's and the dumping of the apparatus's.

**Chief Fairchild:** I am leaving on vacation tomorrow (April 9<sup>th</sup>), will be back on the 23<sup>rd</sup> (April) and then on the 26<sup>th</sup> (April) they will be doing surgery on my neck. I will be out of the office for about 3 weeks but I will be available by cell phone,

WEST LAKES FSA  
BOARD OF SUPERVISORS MEETING

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VIII. UNFINISHED BUSINESS

**Bill Browne:** Does anyone have any unfinished business? No unfinished business to be heard,

IX. New Business

**Bill Browne:** Any new business? – No new business to be heard,

X. ADJOURNMENT

**MOTION:** Chairman Browne asked to adjourn meeting.

**VOTE:** Motion passed unanimously. Meeting adjourned at **7:05 pm.**

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WEST LAKES FSA  
BOARD OF SUPERVISORS MEETING

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*William A. Browne*

---

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

ATTEST:

*Theresa Elliott*

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

Minutes approved on 6/10/2019 (West Lakes FSA B.O.S.)



## West Lakes Fire Department Station 7-3

10073 W. Parks Hwy. Wasilla, Alaska 99623  
Phone: (907) 861-8200 / Fax: (907) 861-8190

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West Lakes Fire FSA position justification,

WLFD has 4 full time paid positions at this time, We would like to add one more FSA position that was included in the current budget for this budget year.

The current 4 positions WLFD are:

Fire Chief prepares the budget, oversees finance of the department, personnel issues and responds to fire calls.

Battalion Chief who handles daily operations and equipment station needs and responds to fire calls.

Training/Administration Captain who handles the fire reporting, training and maintaining that all personnel are qualified and current in all training and testing requirements. Also responds to fire calls.

Lieutenant who covers fire prevention and education with the schools / community. This position also assists in maintaining the stations as time allows and responds to fire calls.

The current work load of each of the current positions are doing all they can do in any workday. WLFD needs this new FSA position to pick up some of the workloads from the Battalion chief and training officer.

Duties where the FSA position are needed:

Because of the required training hours needed to maintain a qualified responder this new FSA position would deliver training presentations and planning for the department training program.

The FSA position will also do station maintenance such as plowing snow and light maintenance at the 5 stations for the district. We rely on the on-call personnel to do these tasks as their schedule allows. These task need to be done in a timely manner and this position would allow that critical jobs can be accomplished.

The FSA position will assist in daily readiness checks on apparatus and equipment. We rely on the on-call do these tasks as their schedule allows.

The FSA position will do light maintenance on the equipment for the department such as fans, saws, hoses, nozzles, generators and scene lighting equipment as examples.

The FSA position will respond to fire and rescue calls as needed for the district to include IC positions on calls.

This position is critical to the training and operation of a department that is growing and the work loads are demanding that WLFD has the help to complete these tasks on a daily basis and not hoping that an on-call responder can have the time to assist or complete the critical jobs within the department.

Thank you,

John Fairchild

West Lakes Fire Chief

Office 907-861-8084

Cell 907-414-9393

Email: [john.fairchild@matsugov.us](mailto:john.fairchild@matsugov.us)

WEST LAKES FSA  
BOARD OF SUPERVISORS MEETING

RECEIVED  
JUL 17 2019  
CLERKS OFFICE

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

June 10, 2019

**MEETING MINUTES**

**I. CALL TO ORDER**

The meeting of the West Lakes Fire Service Area Board of Supervisors was called to order at **6:08 pm** at West Lakes Public Safety Building Station 73 at 10073 W. Parks Hwy. Wasilla, Alaska by Chairman William Browne on June 10, 2019.

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

Board members present and establishing quorums:

*West Lakes FSA:* Bill Browne, Chairman, Cathi Kramer, Vice Chair  
Cindy Michaelson, Larry Fetchenhier, Steve Simpson, and Assembly Member  
Tam Boeve.

*Also, Present: DES Director 2, Ken Barkley*

*From West Lakes:* Chief John Fairchild, Chief James Keel, Admin Assistant Theresa Elliott, and Admin Assistant Roxxanne Puckett.

**III. PLEDGE OF ALLEGIANCE**

Bill Browne asked Ken Barkley to lead the "Pledge of Allegiance"

**IV. APPROVAL OF AGENDA**

**MOTION:** Bill Browne: to approve the agenda as written.

**VOTE:** Motion passed unanimously with one correction brought up by Cindy Michaelson – They minutes talk about the new truck and refer to it as Engine 71, that should be Engine 72.

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

**MOTION:** Bill Browne – to approve West Lakes FSA minutes as written.

**VOTE:** Motion passed unanimously to approve previous meeting minutes as written.

# WEST LAKES FSA

## BOARD OF SUPERVISORS MEETING

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### VI. ANNOUNCEMENT

**Bill Browne** – Any announcements? **Ken Barkley** – I have not been to the last 2 or 3 meetings because I was really tied up with the budget, so I want to explain a few things with the budget. This was my first budget to go from the beginning to the end and it was a brutal fight for Fire Service, EMS, and Area wide funds, it was tough and is going to be tougher next year. The reason why I say this is the Assembly is mad of a 7-member assembly panel, we won everything 4 to 3, 4 in favor, 2 of the 4 assembly members are terming out in November. We are almost certain who is replacing one of those members and that person will not be on Emergency Services side, we don't know who the other person will be. We skimmed through it this year, next year will be a tougher fight. We did get the FSA position for West Lakes. West Lakes budget was not cut all. The bad news is that Assembly members decided to take the vehicle tax, it will not be dispersed out to the fire service areas this year, which means that West Lakes will not be getting almost \$35,000. Central is the biggest department, they lost almost \$100,000.

**Bill Brown:** Chief how will that affect our budget? **Chief Fairchild:** We will be fine, we still have about \$300,000 going over to our fund balance. The loss of the \$35K is not going to kill us,.

**Chief Fairchild** announced that HazMat is moving to West Lakes because Randy Newcomb retired from Central, It will all be at this Station (73) along with R61. **Cindy Michaelson** asked if this is something that we have to budget for. **Chief Fairchild** said this was under the Areawide budget and it should not affect us at all. **Chief Keel** said that most the HazMat members are from West Lakes, they have more than Central does now, so it's more feasible to have it here.

### VII. REPORTS

#### WLFD Chiefs Report for April 2019

**Run Report:** 46 total runs, 5 building fires, 2 passenger vehicle fires, 2 forest/woodland fires, 1 grass fire, 10 rubbish/trash fires, 12 medical assists, 1 motor/vehicle accidents with injuries, 1 motor vehicle accident without injuries, 2 CO incidents, 1 power line down, 1 cover assignment, standby or move up, 1 dispatched and cancelled in route, 3 no incident found at address, 1 CO detector activation due to malfunction, 1 detector activation, no fire-unintentional, 2 alarm system activation, no fire-unintentional. \*NOTE\* Interesting statistic that 18 of the 49 runs were overlapping (39%).

#### Training:

- Tuesday Training:
- 4/2/19: CEVO III initial/refresher
- 4/9/19: Wildland operations, pump training on the slide in unit
- 4/16/19: Joint training with Houston presented by AST on drugs and what to look for with impaired individuals
- 4/23/19: Wildland safety refresher
- 4/30/19: Pack test and shelter deployment

# WEST LAKES FSA

## BOARD OF SUPERVISORS MEETING

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- Rescue Training: 4/22/18: Completed skill check-offs on air bags, come-a-long, air chisel and portable cutters.
- Working on getting the hose test records back into the computer for ISO.
- Finished the FF I class. All those that took the class passed.
- Finished the G130/190 class all participants passed.
- Began the BFF class on 4/25/19 we have five students. Three of which work on the slope, so we will have to accommodate their schedules.

### Prevention:

- Installed 4 detectors

### Mechanic:

- Completed the annual for E72, which was a little time consuming. Changed the pump packing, one 2" valve for tank fill, one 2.5" valve for rear discharge, rebuilt 3' tank to pump valve and primer valve.
- L.O.F. completed on CV71, CV83, and SV/Brush 81.
- Changed out all the studded tire to summer tires.
- Installed the brush unit on SV/Brush 81 and serviced it.
- Completed annual on PT72 and
- Converted SV/Brush71 from sander to brush unit.
- SV71 working on transmission shift issue, not complete yet.

### Operations:

- Working to get ready for the ISO inspection July 15<sup>th</sup>.
- I do not have the certified revenue projection because the property roll has not been certified.
- Nothing has changed from the Budget worksheet that I sent out last month
- Conversions complete from winter operations to summer operations on all equipment.
- Fire Boat 82 in the shop and ready for launching when the ice is out.
- Still getting quotes on the cameras for the stations.
- Locking bars installed at all station doors to make it harder to break in again.
- Making final orders for this budget year for equipment.
- Getting the G-1 SCBA's on the apparatus with the 50 we have now.
- Will order the other 50 SCBA's as soon as the budget is approved.

### Chiefs report from WLFD for May 2019

**Run Report: 59 total runs**, 4 Building fires, 3 vehicle fires, 1 camper/recreational vehicle fire, 1 grass fire, 3 rubbish fires, 1 construction/landfill fire, 1 dumpster fire, 13 EMS medical assist, 5 motor vehicle accidents with injuries, 4 motor vehicle without injuries, 1 gas leak, 1 carbon monoxide incident, 1

# WEST LAKES FSA

## BOARD OF SUPERVISORS MEETING

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power-line down, 2 public service assistance, 2 unauthorized burn, 1 cover/ standby/moveup assignment, 4 dispatched / cancelled en route, 2 no incident found on arrival, 4 authorized controlled burn, 1 heat detector activation due to malfunction, 2 smoke detector activation / no fire – unintentional, 2 alarm system activation / no fire unintentional

### **Training:**

#### Tuesday Training:

- 5/7/19: Additional G1 classroom and hands on training. Discussed ISO and what is expected
- 5/14/19: Big water drills, fill site and dump site operations at station 73
- 5/21/19: Big water drills, fill site and dump site operations at station 73
- 5/28/19: ISO drills, Fill site drills and dump site drill at North Shore Campground
- Rescue Training: 5/27/18: Completed skill check-offs on Scene Safety, Scene Evaluation and Hurst Tools
- Continued getting the hose test records back into the computer.
- Started the BFF Class. Only 5 in the class, 3 from West Lakes, 2 from Houston, All passed the written exam, the overall average of 95% The practical exam and live fire training is scheduled for May 26th
- Finished getting folks caught up on completing the RT130 wildland safety refresher and shelter deployment.
- Trying to make head way on the ISO documentation, waiting on the completion of the hose testing to complete the hose test records. I have Megan and Roxanne working on imputing the records into emergency reporting.
- 

### **Prevention:**

- WLF D participated in the Meadow Lakes Elementary School Field day. We organized and ran a car wash station wherein we taught teamwork, tasks, and pride in ownership.
- WLF D participated in the Big Lake and Meadow Lakes neighborhood cleanups.
- WLF D attended and participated in the Meadow Lakes Block party and brought our correct burn barrel for educating the public on safe burn practices.
- WLF D will host a Red Cross “Sound the Alarm” event scheduled for June 22, 2019 at station 73
- WLP D will participate in the Sutton Safety Fair scheduled for June 15, 2019.
- WLF D will host a tour of Station 73 on May 28, 2019.
- WLF D received a burn permit Kiosk for Station 73 and put it into service.

### **Mechanic:**

- PT-81 had the fuel tank strap fail, no spill and strap replaced and Back in service
- T 73 annual inspection complete and scene lighting replaced.

# WEST LAKES FSA

## BOARD OF SUPERVISORS MEETING

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- T-72 scene lighting replaced
- E-81, E-82 and E-72 annuals complete.
- Put Brush 71 in service as a brush truck.
- Completed L.O.F. and annual on E82.
- Completed L.O.F. on CV72 and SV83.
- Fixed a leak in the plumbing of E72.
- Helped get the fireboat 82 ready and fixed the trailer brakes for the fireboat 82 trailer.
- 

### Operations:

- 2019/2020 budget approved including the new FSA position
- ISO preparation for the inspection July 15<sup>th</sup> ongoing, getting the truck tool inventories complete, training for the fill and dump operations and compiling the records that will be needed.
- New engine 72 had a failure of the engine and transmission at the Rosenbauer plant during testing. A new engine and transmission will be installed and they will have a failure/cause report for us from their engineers. The truck is behind schedule by 5 months because of this and other issues. We will be doing another inspection before it is shipped out of South Dakota plant
- Found additional damage at Station 81 from the earthquake, it was turned into Casey Cook for FEMA and we are getting quotes for the repairs.
- Ordered equipment and gear for the end of budget year.
- Annual hose testing in progress
- The FSA Lost funding from the motor vehicle state tax collected, this will affect our budget by \$34,990.
- Evaluations complete on the FSA full time positions.
- Set Captain Stout to a class on Emergency Reporting in Bellingham WA with Stephanie Vitt. This was to learn and assist Emergency reporting on our needs on the information and reports we need to use it more efficiently.
- Inspected two new Marijuana facilities and wrote access letters
- FB-82 had trim tabs repaired and is in service on Big Lake.
- Completed 15 pre-fire plans about 50% complete and all will be completed by July
- Battery on generator at station 82 replaced
- ST-79 had a water leak through ceiling from upstairs shower, repair complete.
- Switching all front line trucks to G-1 SCBAs in all first out trucks except E-72 waiting for brackets
- Finished adapting the cascade systems to be capable of filling G-1 SCBAs
- Fireboat into service and ops checked on Big Lake.
- Big Lake Familiarization training on the lake and boat operation.
- Annual Pumper testing starts June 18<sup>th</sup>
- **BUDGET**

We lost the \$34,000 from the vehicle tax collection, other than that I have not even see and evaluation statement yet. Our budget should still be about the same as last year. Our Revenue Totals \$3.219 mil, spending to date \$2.899 mil. We have \$155K in encumbrances. If you come in at where I think we will come in at we should be at \$3 mil, or a little under maybe, that should



WEST LAKES FSA  
BOARD OF SUPERVISORS MEETING

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put about \$200K over to the fund balance. We still do not have FY18/19 audited. I think we will be around \$1 mil plus in the fund balance.

**Cathi Kramer** – We have added another fire hut, there are now 5 fire huts, 3 on Horseshoe Lake and 2 on West Lake. One of the ones on Horseshoe Lake is on her pontoon boat. The floating pump is not going to be sold, instead it will be on their boat, so there will be 2 pumps on the boat. **Cindy Michaelson** asked Cathi what her description of a fire hut is. **Cathi Kramer** described what a fire hut is.

**VIII. UNFINISHED BUSINESS**

**Bill Browne:** Does anyone have any unfinished business? No unfinished business to be heard,

**IX. New Business**

**Bill Browne:** Any new business? – Bill Browne announced that starting next month he will be stepping down from his Chairman position

**Larry Fetchenhier** asked of they hired the 25 new medics. **Tam Boeve** said she thought they were all hired now. **Larry Fetchehier** asked how that affects us? Will there still be Fire/Medic assists? **Chief Fairchild** said that we will still run Rescue, **Larry Fetchenhier** asked if we would get reimbursed for going out on those calls. **Chief Keel** stated that we would probably be losing our area wide funds, but that would not stop us from going out on those calls. **Chief Fairchild** said that with our guys going out on Rescue calls, they will be getting paid by rescue and areawide.

**X. ADJOURNMENT**

**MOTION:** Chairman Browne asked to adjourn meeting.

**VOTE:** Motion passed unanimously. Meeting adjourned at **7:15 pm**.

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WEST LAKES FSA  
BOARD OF SUPERVISORS MEETING

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*William A. Browne*

---

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

ATTEST:

*Theresa Elliott*

---

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

Minutes approved on 7/8/2019 (West Lakes FSA B.O.S.)

Matanuska Susitna Borough  
 2020 Budget  
 Motor Vehicle Tax State Collec  
 PB: Hannah N.

311.500

Fund	AREA	2020 POPULATION	RATE	AMOUNT
100	AREAWIDE	105,743	-	-
200	NON- AREAWIDE	88,619	-	-
	CITY OF HOUSTON	2,100	7.00	14,700
	CITY OF PALMER	6,223	7.00	43,560
	CITY OF WASILLA	8,801	7.00	61,600
	<b>SERVICE AREAS</b>			
248	CASWELL F.S.A.	1,773	2.00	3,540
249	WEST LAKES F.S.A.	17,500	2.00	34,990
250	CENTRAL MAT-SU F.S.A.	47,888	2.00	95,770
251	BUTTE F.S.A.	4,335	2.00	8,670
253	SUTTON F.S.A.	1,651	2.00	3,300
254	TALKEETNA F.S.A.	2,388	2.00	4,770
258	WILLOW F.S.A.	4,695	2.00	9,380
259	GREATER PALMER F.S.A.	16,335	2.00	32,660
270	MIDWAY R.S.A.	4,782	8.00	38,250
271	FAIRVIEW R.S.A.	7,012	8.00	56,090
272	CASWELL R.S.A.	2,494	8.00	19,950
273	SOUTH COLONY R.S.A.	11,853	8.00	94,820
274	KNIK R.S.A.	14,630	8.00	117,040
275	LAZY MOUNTAIN R.S.A	1,571	8.00	12,560
276	GREATER WILLOW R.S.A.	3,950	8.00	31,590
277	BIG LAKE R.S.A.	6,604	8.00	52,830
278	NORTH COLONY R.S.A.	793	8.00	6,340
279	BOGARD R.S.A	10,440	8.00	83,520
280	GREATER BUTTE R.S.A.	4,446	8.00	35,560
281	MEADOW LAKES R.S.A	7,854	8.00	62,830
282	GOLD TRAILS R.S.A.	12,842	8.00	102,730
283	GREATER TALKEETNA R.S.A	2,877	8.00	23,010
284	TRAPPER CREEK R.S.A.	1,271	8.00	10,160
285	ALPINE R.S.A.	2,163	8.00	17,300
290	TALKEETNA FLOOD S.A.	328	3.00	980
292	POINT MACKENZIE	-	3.00	-
295	CIRCLE VIEW/STAMPEDE EST SA	119	3.00	350
296	CHASE TRAIL SA	209	3.00	620
	TOTAL SERVICE AREAS	192,802		959,610

1,079,470

Dust Control	500,000
Paving & Calcium Chloride Reserve	2,120,530
Areawide	2,620,530

\$ 3,700,000

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

**Date/Time: 4/17/2019 6:00PM**

**Location: AKRR mile 232 gravel pit**

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

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

Jerry Boutte, James Tunnell and Donnie Billington

Board Members absent: Patricia Cox and Orville James (Orville was excused)

Chase Community Members present

Mike Wood, Beth Pike, Kevin Foster and Jonathan Durr

**AGENDA**

Mike Woods made a motion to approve the agenda, James Tunnell seconded the motion.

All approved: Y

**MINUTES**

The minutes of the January 2019 meeting were read by Beth Pike

James Tunnell made a motion to approve the Minutes, Donnie Billington seconded the motion.

All approved: Y

**Correspondence :**

The Community Council received an e-mail asking all the community council to start sending in their minutes with agenda on a timely basis, update their board members with office held, phone numbers and addresses plus send in any resolutions and by-law updates

**Treasurer's Report**

The Community Assistance Grant funds for 2018 have been distributed to all the entities that were awarded said funds at our January meeting except the Clear Creek Trail improvement grant which will receive its funds when work commences.

**Announcements**

## **Committee Reports**

### **By-Law Committee**

The new by-laws will be official after the January meeting minutes are approved by the borough assembly approximately sometime in May. At present a draft can be found as an attachment on the by-laws page of the web sites

### **Susitna River Dam Committee:**

Nothing new to report. There are other developments being considered for our local rivers that could affect our community so we are keeping our dam committee active

### **Community Partnership Committee:**

Our community partnership committee sent a letter stating our communities concerns regarding the recent RR lease to Nordlys LLC

## **Old Business**

At a past meeting there was some discussion about buying an external hard drive to keep a permanent record of all Chase Community Council business. The approval of funds for an external hard drive were approved by our board of directors.

## **New Business**

The borough sent a letter which stated that we have \$15,739. available for community assistance grants. The board of directors voted unanimously to accept said grant funds.

The maintenance tractor was discussed it needs a new battery, fuel injectors and its back left tire repaired (probably a new tube). The funds for this can be taken out of the tractor maintenance grant. It was decided to train a couple of more individuals to run the tractor and allow the tractor to be used to help maintain other Chase area public trails.

The clear creek trail repair grant was discussed the work will need to be done at the beginning of the summer while the trail is relatively dry.

Our community partnership committee sent a letter stating our communities concerns regarding the recent RR lease to Nordlys LLC. Also several area residents also voiced their concerns. This lease will give Nordlys the rights to 8 acres of Talkeetna riverfront property and the right to construct 28 yurts and cut all trees less than 12" in diameter (approximately all the trees as most of the trees are still young trees). The area to be leased is adjacent to the only trail access for our community and also is an area we use in the winter to access the frozen Talkeetna River crossing that area residents use to transport items too wide to fit

across the Talkeetna RR bridge walkway. At this time it appears that Nordly's has been granted said lease.

The poor trail conditions were also discussed they are worse than the usual spring breakup trail conditions.

#### Persons to be Heard

#### Adjourn

James Tunnell moved to adjourn the meeting and Donnie Billington seconded. The motion passed unanimously.

The meeting adjourned at 7:15 PM

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

#### Minutes Approved

Signature: Jerry Bault, Chairperson Date: 7-17-2019

Attested: Beth Pike (acting secretary), Secretary Date: 7-17-2019

Mail with agenda to:

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

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

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## Minutes for February 28, 2019 Meeting

### Glacier View Community Council Meeting

February 28th, 2019 • 6:30 PM Glacier View School

#### Agenda 6:36pm

Call to Order and Invitation to the Pledge

Review Minutes

Motion Dan Marchel

2<sup>nd</sup> Garry Wolske

Approved.

Review Treasurer's Report

6K in checking / 40K in savings

\$15,789 grant (being held by borough)

Motion Garry Wolske

2<sup>nd</sup> Dan Marchel

Motion passed.

Elections: Held at 7:05pm

Vice-President, Secretary

Nominations: Fred Hirschmann, Vice-President

Michelle Saltmarsh Coale, Secretary

\*\*\*Fred Hirschmann wins VP / Michelle Coale wins Secretary

#### Call for the Glacier View Community Archives

This is an informal accounting of people and events in our community, to be recorded in the archives. Vice President Fred Hirschmann, chair.

Comments by Fred Hirschmann - Comments, memories, by Fred and the community.

Events - People - Nature - Honorable Mentions: recommendations from the floor?

Tom & Dove selling property, leaving June 2019

Joseph Davis, new president for the Rotary Club in Palmer  
Chapter 5&6 of community archives with Jim Hitchcock (oral history)  
Dan Marchel running first CERT training for the community

## **Guest Speakers**

School Students with school news

Ashlynn Kirk & Naomi Cote

Thank you to everyone who attended the Valentine's Day Dinner, approx. \$1600 raised.

The Juneau Trip will be March 31-April 3<sup>rd</sup>. For high school students only. Ashlynn Kirk,

Naomi Cote, Natalie Cote, Xoe Affholter

CERT training for high school, earns hours for community service

Ice fishing for P.E. will be March 8<sup>th</sup> at Long Lake

AK wilderness training for middle schoolers (2 days)

More cross country skis to come, using \$1,000 of community funds for more equipment

Chad Carpenter, Tundra Comics speaking at GVS

Jim Sykes, Borough Report

Earthquake expenses-- \$25 million in insurance, not immediate payback

Issues being discussed: Long Lake Rd project, air quality, Port of Anchorage

This is Jim's 6<sup>th</sup> year on the assembly, possibly ending in November (add to archives?)

Next borough meeting is on March 5th

## **Financial Expenditures 7:20pm**

Discussion and potential spending on Pinochle Trail sign, possible matching grant(s)

Discussion of school sports winter activities, etc. Possible winter ski event? Volleyball?

Special Request by Gaila Rinke: "Special requests for funding nights"

Request to limit outsiders from coming to GVCC meetings to 2x/year on a planned night

Discussion followed.



Motion to make an application process.

Motion to table the issue until March meeting

### **Old Business**

#### **Meals on Wheels:**

Stay independent. Stay healthy. Sign up for Meals on Wheels. Call Joseph Davis or MatSu Senior Service for more information.

### **Community, Business and Emergency Call List**

Got yours? Get yours! I'll leave some at the school!

#### **Glacier View Gardens** 7:34pm

Fall ideas? Winter workshops? Prep for next season? Let's start our own indoor kitchen window gardens! And let's talk Quinoa for the summer crop! How about seed and bush orders?

Waiting until May

#### **Emergency Plans and EMT Needs** † 7:35pm

**FIFTEEN PEOPLE** have started CERT Training. We will have a second round after the first round finishes their 22 hours of instruction. Discussion to follow.

3 more meetings

16 people participating

There will be a second round of CERT

#### **Health Fair** ♥

News/update on this spring's health fair.

#### **The US Mail** 7:37pm

Do we have a general plan on a building size, etc? Location? Discussion will follow.

Anchorage Direct is Donna at 907 261-6321 with the Postmaster Generals postal inspector

office.

Cluster boxes / informed delivery / Postmaster General Inspector Services 877-876-2455

There is an unused building for the post office/community hall at Spring Creek Bible Church.

Suggested to use for this purpose.

**Trail Committee** 7:42pm

Questions and discussion on trails for the coming year. New sign for Pinochle Trail? Lion's Head trail making? Discussion on potential Pinochle Trail sign.

Lorraine: up to \$2500 for sign with a map for the Pinochle Trail

Sign will advise where trails and private property are located

Motion to have it in writing with an easement.

Second.

Motion passed.

**New Business** 7:51pm

**Community Enterprise suggestions?**

**Winter Ski Trail and Outdoor Events \***

Open discussion on winter skiing and outdoor events. Seems a might bit chilly!

**Ideas?**

Spring community potluck March 22 5:30-7:30pm

What workshops, resources, events would you like to have happen this winter, beyond having 3 feet of snow? How about a snowmobile and ski event on the river? Speed runs on some unused runway? Snowshoe three-legged race (is there such a thing?) and what about hockey? Have you made it to Volleyball yet? What about cribbage night? Or music night? Or cribbage with music?

**Call for Good of the Order 7:56pm**

Here is where you are welcome to speak for 3 minutes about your ideas, concerns, etc. not listed on the agenda.

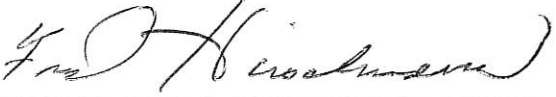
Joseph Davis will be gone for the March and April meetings. Safe travels!

Fred Hirschman will be running the meetings in Joseph's absence

Wrestling Level I starts Monday, March 4<sup>th</sup>, all ages and anyone from the community are welcome to attend

**Nominations last call and closing.**

**Next Council meeting:** March date: 28th

Minutes Approved  4-25-19  
Fred Hirschmann, Vice President Date

 4/25/19  
Michelle Saltmarsh Coale Date

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JUN 17 2019

CLERKS OFFICE

## Glacier View Community Council Meeting Minutes

March 28th, 2019 • 6:30 PM Glacier View School

Meeting start at **6:35pm** led by Fred Hirschmann

Call to Order and Invitation to the Pledge

Review February 28th, 2019 meeting minutes

Motion to approve minutes DAN MARCHEL

Second RICK BAENEN

Motion passed.

Review Treasurer's Report

\$3800 in checking / \$40K in savings

\$1500 grant for the Health Fair (May 11<sup>th</sup> @ GVS)

Request for \$187.50 for school water safety

(part of up to \$6k for school spending already approved)

Motion to approve Treasurer's Report GARRY WOLSKE

Second KARL SEVERANCE

Motion passed.

### **Call for the Glacier View Community Archives**

This is an informal accounting of people and events in our community, to be recorded in the archives. Vice President Fred Hirschmann, chair.

Comments by Fred Hirschmann - Comments, memories, by Fred and the community.

Events - People - Nature - Honorable Mentions: recommendations from the floor?

15 community Dan Marchel, Beth Wolske, Wendy Taylor, Ryan Cote, Iwona Pasielko, Robert

Pasielko, Beatrice Hitchcock, Kelsey DeSpain, Jason Kinneen, John Kirby, Susan

Saltmarsh, Ben Coale, Kacie Werkema, Randi Hirschmann, Fred Hirschmann

**Guest Speakers**

**6:45pm**

School Students with school news

Ashlynn Kirk & Naomi Cote

Thank you to all members of the community who contributed to the high school trip to

Juneau (March 30-April 3)

Middle School wilderness training April 1<sup>st</sup> and 2<sup>nd</sup>

High School won \$500 for Global Collaboration at the Tech Expo

Discussion of their hydroponics project on April 8<sup>th</sup> at 12:15pm

Kids Don't Float water safety training for K-3<sup>rd</sup> grade April 19<sup>th</sup>

Chad Carpenter, Tundra Comics speaking at GVS on April 23<sup>rd</sup>

May 23<sup>rd</sup> is the end of the school year picnic

Belinda Bohanan, Neighborhood Watch Coordinator for the Valley

Neighborhood watch signs are worth it

Game cams, patrols, communicate with neighbors

## **Old Business 6:55pm**

### **The US Mail**

Danny Allen: proposed through Kacie Werkema a secure drop box for outgoing mail costing an \$800 one-time payment; central location TBD; paper mail only, no packages 13 ounces or over.

Discussion followed: One centrally located mailbox would still be 10 to 15 miles from some community members. Individuals on their own can establish locked cluster mailboxes close to where they live. Wickersham Drive folks did this. Individual costs could be as low as \$ 150 per family. Community Council funds can't be used for individual mailboxes.

### **Outside Charitable Groups Requesting Donations:**

Gaila Rinke & Kacie Werkema: outsiders of the community need to apply to present ideas/ask for money from the community at council. An application process form has been started and still needs edits.

Discussion followed. Request(s) would be submitted to Community Council and Council would vote on whether we would like group to present, up to 10 minute presentation, up to 10 minute questions, at next council meeting. Vote to approve/disapprove funding request would be without group present in room. Requests would be reviewed when needs arise and not limited to two meetings per year. Further discussion tabled until request form has gone through final edit.

### **Meals on Wheels:**

Call Fred Hirschmann or MatSu Senior Service for more information.

### **Community, Business and Emergency Call List 7:00pm**

Indicate 15 new CERT members on list

Firefighting equipment needs to be dispersed throughout the community and well-maintained; Bill Stevenson has a brand new tank with a pump provided by community council. Community list needs to show where emergency equipment is located.

The homeless person near mile 91 is considered armed and dangerous. Allegedly a gun was stolen from a community member; a few propane tanks have also disappeared; If you see this individual, call trooper dispatch IMMEDIATELY

### **Glacier View Gardens**

Discussion on hydroponics by Mr. Kirby's high school students on April 8<sup>th</sup> at 12:15pm at GVS

Free seeds from 2013 are available; Randi is making packets to put out into the community  
If you want your garden on the summer garden tour list contact Randi

### **Emergency Plans and EMT Needs +- 7:05pm**

15 new community members have completed the CERT training

Dan Marchell: CERT Kits for purchase; Dan, Loraine and Fred wrote a grant request to MEA asking for \$5K (\$7500 needed); request to community council to provide the last third of

the cost; 2<sup>nd</sup> round of CERT training will be held in the fall with Dan as the instructor. If MEA grant is not awarded (April 25 decision date), Community Council will apply for grant from MTA.

Search & Rescue outdoor training May 18<sup>th</sup> (you do not need to have completed CERT training to attend this training)

Ongoing monthly CERT trainings are open to all community

There is a Glacier View Facebook page for more information

Motion to: provide up to \$2500 for additional support for the CERT team and kits

GAILA RINKÉ

Second TIM ESCHER

Motion passed.

Dan will order 15 Community Council owned CERT safety backpacks.

### **Health Fair ♥ 7:22pm**

News/update on this spring's health fair.

May 11<sup>th</sup> from 9-1pm is the Health Fair at GV

### **Trail Committee**

Questions and discussion on trails for the coming year. New sign for Pinochle? Lion's Head trail making? Discussion on potential Pinochle Trail sign.

Lorraine: up to \$2500 already approved for sign with a map for the Pinochle Trail

Sign will advise where trails and private property are located

Discussion concerning easement for trail sign on private property

Motion for continuation of previous approval of up to \$ 2,500 for sign at Pinochle Creek

Trailhead provided a recorded easement on private property allows for the sign.

Second \_\_\_\_\_

Motion passed.

**New Business 7:55pm**

Community Cleanup with potluck afterwards on Saturday, May 4<sup>th</sup> 11-3pm

Motion to: provide up to \$200 for groceries for the potluck. Community Council will grill hamburgers and hotdogs. LORRAINE CORADOVA

Second MIKE LUCIA

Motion passed.

Free ALPAR community cleanup bags will be available April 25 at next Community Council Meeting, at the school and at Long Rifle Lodge.

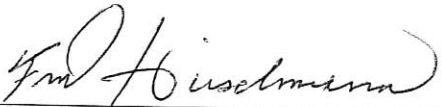
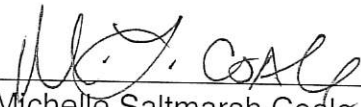
**Call for Good of the Order 8:08pm**

Here is where you are welcome to speak for 3 minutes about your ideas, concerns, etc. not listed on the agenda.

Porta-pots and dumpsters at Purinton Creek over the summer—table discussion until April's meeting.

**Next Council meeting:** April 25<sup>th</sup>, 6:30 p.m.

**Move to Adjourn 8:10 pm**

Minutes Approved	<u></u> Fred Hirschmann, Vice President	<u>APRIL 25, 2019</u> Date
	<u></u> Michelle Saltmarsh Coale	<u>5/30/19</u> Date



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

BOARD MEETING

6:30 PM

January 16, 2019

MINUTES

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- I. CALL TO ORDER: Meeting was called to order at 6:44 PM
- II. ROLL CALL: Bill Kendig, Patrick Cook, B. H. Tilton, Teri Johnson, Bill Johnson
- III. ESTABLISH QUORUM: Quorum established.
- IV. PLEDGE OF ALLEGIANCE
- V. APPROVAL OF AGENDA: Agenda approved with addition of Neighborhood Crime Watch signs to Old Business and February member meeting to New Business.
- VI. MINUTES OF PRECEDING BOARD MEETINGS:  
Minutes of November 21, 2018 Board Meeting approved as presented.
- VII. REPORTS/CORRESPONDENCE
  - A. PRESIDENT: Discussed the need to have a quorum for the February Member Meeting with DOT and KGB & Fairview Loop Project Managers and Deputy Commissioner for update on these road projects as well as MEA upcoming projects and elections.  
Also discussed health & safety concerns with blue headlights.
  - B. TREASURER:  
Council Funds \$31,316.50 Grant Funds \$2,941.17  
Revenue Funds \$5,598.00 Total Funds \$39,855.67
  - C. LEGISLATIVE:
    1. State: Sgt B. Johnson with the Alaska State Troopers discussed the fact that the stripped areas of roadway cannot be used as turn lanes. Discussed the UA study that shows the Mat-Su Valley currently only has half the manpower it needs to be properly staffed. Recruits are on the increase. The potentially costly decal issue has gone away. The Federal Grant funded 3 man highway patrol safety team is being moved from the Seward Highway to the Mat-Su valley.
    2. Borough: Jess Vaudrevil-Kim expressed her thoughts about and is looking to get appointed to the vacant District 5 School Board seat until elections in November.
- VIII. CORRESPONDENCE:
  - A. Platting:
    1. Case #2018-160 Coffield/Kaltenbacher Estates  
*Motion was made, seconded, and passed unanimously to send a letter of non-objection.*
    2. Case #2018-170 Rambling Heights Estates  
*Motion was made, seconded, and passed unanimously to send a letter of non-objection.*

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

BOARD MEETING

6:30 PM

January 16, 2019

B. Other Correspondence:

1. MSB Email regarding State Individual Disaster Assistance was presented.
2. Email from Tim Zalinger with Mat-Su Valley Rebuild was presented.

*Motion was made, seconded, and passed unanimously to send a letter of support for Tim Zalinger and the Mat-Su Valley Rebuild Materials Center.*

IX. OLD BUSINESS:

- A. Mr. Tilton discussed information he obtained regarding Neighborhood Crime Watch signs. *Motion was made, seconded, and passed unanimously to utilize up to \$675.00 of the Safety Grant funds to purchase Neighborhood Crime Watch signs.*

X. NEW BUSINESS:

- A. Discussion regarding the upcoming member meeting that will take place at Settlers Bay Lodge on February 6, 2019. *Motion was made, seconded, and passed unanimously to utilize up to \$300.00 of council funds for costs to Settlers Bay Lodge for the February 6, 2019 member meeting.*

XI. PERSONS TO BE HEARD:

- A. Carol Rice from WASI-Discussion of new independent living units to be added to the senior campus in Wasilla. Carol presented a proposal for 2019 meals program support by KFCC. *Motion was made, seconded, and passed unanimously to fund 3 WASI congregate meals for a total of \$1,191.00. Funds to come from the 2018 CAP funds for trail hardening.*

XII. PUBLIC COMMENT/ANNOUNCEMENTS:

Next Board Meeting February 20, 2019, 6:30pm at Public Safety Bldg #62  
Next General Meeting February 6, 2019, 7:00pm at Settler's Bay Lodge

XIII. ADJOURNMENT: Meeting adjourned at 8:00 pm.



Bill Kendig, President

Attest:



Teri Lou Johnson, Secretary

Date Approved: 2/20/2019

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

**BOARD MEETING**

**6:30 PM**

**February 20, 2019**

**MINUTES**

RECEIVED

JUL 19 2019

CLERKS OFFICE

- I. CALL TO ORDER: Meeting was called to order at 6:32 PM
- II. ROLL CALL: Bill Kendig, Patrick Cook, B. H. Tilton, Teri Johnson, Bill Johnson
- III. ESTABLISH QUORUM: Quorum established.
- IV. PLEDGE OF ALLEGIANCE
- V. APPROVAL OF AGENDA: Agenda approved.
- VI. MINUTES OF PRECEDING BOARD MEETINGS:  
Minutes of January 16, 2019 Board Meeting approved as presented.
- VII. REPORTS/CORRESPONDENCE
- A. PRESIDENT: Discussed the fact that we has a good member meeting.
- B. TREASURER: As of January 31, 2019  
Council Funds \$31,433.38 Grant Funds \$2,941.17  
Revenue Funds \$5,598.00 Total Funds \$39,972.55
- C. LEGISLATIVE:
1. State: C Russell with the Alaska State Troopers discussed the move of the Federal Grant funded 3 man highway patrol safety team to the Mat-Su valley. Members present applauded the increased patrolling on the very dangerous KGB Rd.
- VIII. CORRESPONDENCE:
- A. Platting: None
- B. Other Correspondence:
1. Liquor License Renewal-Settler's Bay Golf Course  
*Motion was made, seconded, and passed unanimously to send a letter of non objection.*
  2. Mat-Su Borough letter dated 12/14/18-Disposal policy changes- Presented.
  3. Mat-Su Borough letter dated 12/14/18-Cardboard policy changes- Presented.
  4. Card from Mayor Vern Halter- Presented.
  5. Thank you card from WASI- Presented.
  6. Thank you email from Kierre Childers from MEA- Presented.
- IX. OLD BUSINESS: None
- X. NEW BUSINESS:
- A. Resolution 19-01 regarding 2019 CAP Funds  
*Motion was made, seconded, and passed unanimously to amend the Resolution presented to say "\$4,598 for the Vi Redington Bridge approaches" and "\$5,000 for MyHouse".  
Motion was made, seconded, and passed unanimously to approve the Resolution as amended.*

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

**BOARD MEETING**

**6:30 PM**

**February 20, 2019**

**XI. PERSONS TO BE HEARD:**

- A. William Lee regarding Rambling Heights Estates-this is bringing 104 more vehicles to the intersection of Foothills and KGB. William feels that Foothills is a substandard collector road and platting should deny anything that creates more traffic on KGB until upgrades are completed.

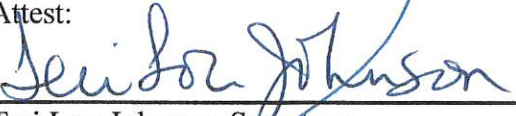
**XII. PUBLIC COMMENT/ANNOUNCEMENTS:**

Next Board Meeting March 20, 2019, 6:30pm at Public Safety Bldg #62  
Next General Meeting May 1, 2019, 7:00pm at Settler's Bay Lodge

**XIII. ADJOURNMENT: Meeting adjourned at 7:25 pm.**

  
\_\_\_\_\_  
Bill Kendig, President

Attest:

  
\_\_\_\_\_  
Teri Lou Johnson, Secretary

Date Approved: 3/20/2019

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

BOARD MEETING

6:30 PM

March 20, 2019

MINUTES

RECEIVED

JUL 19 2019

CLERKS OFFICE

- I. CALL TO ORDER: Meeting was called to order at 6:31 PM
- II. ROLL CALL: Bill Kendig, Patrick Cook, B. H. Tilton, Teri Johnson, Bill Johnson
- III. ESTABLISH QUORUM: Quorum established.
- IV. PLEDGE OF ALLEGIANCE
- V. APPROVAL OF AGENDA: Agenda approved.
- VI. MINUTES OF PRECEDING BOARD MEETINGS:  
Minutes of February 20, 2019 Board Meeting approved as presented.
- VII. REPORTS/CORRESPONDENCE
  - A. PRESIDENT: Attended WASI lunch. Continued contact with KGB project people, things looking better under new administration. Discussion on utilities infrastructure funding. Budget committee hearings open to public, all encouraged to attend, March 23rd at noon, legislative offices.
  - B. TREASURER: As of February 28, 2019  
Council Funds \$31,438.53      Grant Funds \$2,941.17  
CAP Funds \$4,407.00      Total Funds \$38,786.70  
Cost of February Member Meeting \$120.00  
We now have 50 paid members for 2019
  - C. LEGISLATIVE:
    1. State: Trooper Taylor with the Alaska State Troopers informed us that the Special Unit will be patrolling KGB Wednesday thru Saturday. Next week 4 new troopers and Pittman office will be staying open. Current UAAA study says 23 more troopers are needed. New Commissioner open to need. Now have 7-9 troopers per shift.
    2. City: Stu Graham says biggest concern is KGB upgrade and hoping to see plan in April. Wasilla PD is helping troopers with urgent cases. Investigating possible police service areas and additional property tax to pay city of Wasilla for coverage. There is only 1 code compliance officer for 8 hours per day Monday thru Friday. Parks Highway and Palmer Wasilla Highway is most dangerous intersection.
- VIII. CORRESPONDENCE:
  - A. Platting:
    1. Case #19-032 Bartz Place - Per platting office original notice #19-008 discussed at February member meeting is no longer valid. This notice #19-032 has changed and we will receive a new Notice for this case.
    2. Case #19-025 Glacier View Estates - *Motion was made, seconded, and passed unanimously to send a letter of non objection.*
    3. Case #19-033 Kelly Green Estates - *Motion was made, seconded, and passed unanimously to send a letter of non objection.*

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

**BOARD MEETING**

**6:30 PM**

**March 20, 2019**

4. Case #19-037 Sunlight Master Plan - *Motion was made, seconded, and passed unanimously to send a letter of non objection.*

B. Other Correspondence:

1. Responses regarding Settlers Bay Golf Course Liquor License #4251 were presented.
2. Mat-Su Borough Public Notice-Asset Management Plan Update: Natural Resource Management Units - email Dan Mayfield to attend next meeting to explain.
3. Mat-Su Borough Memorandum dated 2/19/19 Lake Management Plans - email Eileen Probasco or Alex Strawn to attend next meeting to explain need to repeal.

IX. OLD BUSINESS: None

X. NEW BUSINESS: None

XI. PERSONS TO BE HEARD:

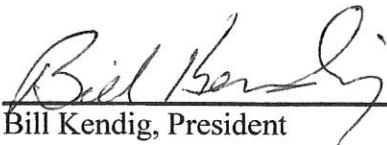
- A. Tim Zalinger with Matsu Valley Rebuild discussed how the used building material recycling works and how it keeps these items out of the dump, their new location and operation days and times. MatsuValleyRebuild is their Facebook page.
- B. Carol Rice and Ilene Falkenstein from WASI discussed the upcoming Miles for Meals race on June 22nd and the senior fitness programs available at the center.
- C. Anne Winckler asked questions about the access to settlers bay in the KGB update plan.

XII. PUBLIC COMMENT/ANNOUNCEMENTS:

Next Board Meeting April 17, 2019, 6:30pm at Public Safety Bldg #62

Next General Meeting May 1, 2019, 7:00pm at Public Safety Bldg #62

XIII. ADJOURNMENT: Meeting adjourned at 7:53 pm.

  
\_\_\_\_\_  
Bill Kendig, President

Attest:

  
\_\_\_\_\_  
Teri Lou Johnson, Secretary

Date Approved: 4/17/2019

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

BOARD MEETING

6:30 PM

April 17, 2019

RECEIVED

JUL 19 2019

CLERKS OFFICE

MINUTES

- I. CALL TO ORDER: Meeting was called to order at 6:42 PM
- II. ROLL CALL: Bill Kendig, Patrick Cook, B. H. Tilton, Teri Johnson, Bill Johnson
- III. ESTABLISH QUORUM: Quorum established.
- IV. PLEDGE OF ALLEGIANCE
- V. APPROVAL OF AGENDA: Agenda approved.
- VI. MINUTES OF PRECEDING BOARD MEETINGS:  
Minutes of March 20, 2019 Board Meeting approved as presented.
- VII. REPORTS/CORRESPONDENCE
  - A. PRESIDENT: Discussion of possibility of street lights on KGB, the Hatcher Pass Ski Area, and the need for 1400 more feet on the Wasilla Airport runway.
  - B. TREASURER: As of March 31, 2019  
Council Funds \$31,449.70      Grant Funds \$2,541.17  
CAP Funds \$15,196.00      Total Funds \$49,186.87
  - C. LEGISLATIVE:
    1. Borough: J Steele, Fire Chief, let us know that he is retiring at the end of the month. The new Fire Chief will be Michael Keenan. We will need to meet with him regarding our meeting space and possible walk thru of the new building. He discussed the new building housing Fire Station 62 and the fact that there will be a larger meeting space in this new building. He also discussed what will be happening with the current building and our current meeting space. Discussion of the budgeting process and the projection to hire 6 full time staff to allow for round the clock staffing. This will not affect current mil rate.  
*Motion was made, seconded, and passed unanimously to create a resolution in support of 3 Full Time Captains and 3 Full Time Driver/Operators to assist with staffing Fire Station 62.*
    2. City: Stu Graham informed us that the Wasilla police will now be fully staffed and that there are about 10 property owner holdouts that may delay the KGB projects another year. He also answered questions about code compliance and ADA regulations.
- VIII. CORRESPONDENCE:
  - A. Platting:
    1. Case #19-032 Bartz Acres - *Motion was made, seconded, and passed unanimously to send a letter of non objection.*
    2. Case #19-042 Rosencrans Meadows RSB Lot 3 - *Motion was made, seconded, and passed unanimously to send a letter of non objection.*
    3. Case #19-043 Rosencrans Meadows RSB Lot 1 - *Motion was made, seconded, and passed unanimously to send a letter of non objection.*

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

BOARD MEETING

6:30 PM

April 17, 2019

4. Case #19-045 Lingonberry Heights - *Motion was made, seconded, and passed unanimously to send a letter of non objection.*

B. Other Correspondence:

1. Mat-Su Borough Memorandum dated 2/19/19 Lake Management Plans - Deadline for comments has passed
2. Snow Lotus Gardens, LLC Ltd Marijuana Cultivation Facility application - no action taken.
3. 2019 Biennial Report Notification - Treasurer will renew this.
4. Email from David Wilson regarding KGB design - presented.
5. Thank you card from MyHouse - presented.
6. Thank you card from Walter Wood of WASI Board - presented.

IX. OLD BUSINESS: None

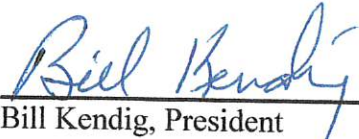
X. NEW BUSINESS: None

XI. PERSONS TO BE HEARD: None


XII. PUBLIC COMMENT/ANNOUNCEMENTS:

Next Board Meeting May 15, 2019, 6:30pm at Public Safety Bldg #62  
Next General Meeting May 1, 2019, 7:00pm at Public Safety Bldg #62

XIII. ADJOURNMENT: Meeting adjourned at 8:15 pm.

  
\_\_\_\_\_  
Bill Kendig, President

Attest:

  
\_\_\_\_\_  
Teri Lou Johnson, Secretary

Date Approved: 5/15/2019



KNIK-FAIRVIEW COMMUNITY COUNCIL GENERAL MEETING  
STATION #62 Mile 7 Knik-Goose Bay Road

MEMBER MEETING

7:00 PM

May 1, 2019

RECEIVED

JUL 19 2019

MINUTES

CLERKS OFFICE

CALL TO ORDER: Meeting was called to order at 7:01 pm by President Kendig.

BOARD MEMBERS PRESENT: Bill Kendig, B. H. Tilton, Patrick Cook, Bill Johnson, and Teri Johnson. Quorum established for Board.

MEMBER QOURUM: No Quorum established for members.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA: Agenda Approved by board.

MINUTES OF PRECEDING MEETINGS:

Minutes of February 6, 2019 Member Meeting not approved due to no member quorum.

REPORTS:

President: Discussion of Dunleavy budget.

Treasurer: as of April 30, 2019

Council Funds	\$31,460.96	Grant Funds	\$2,461.17
CAP Funds	\$14,053.92	Total Funds	\$47,976.05

Correspondence:

1. Platting: Case #19-044 Cottonwood Ridge  
*Motion made, seconded, and passed unanimously by the board to send a letter of non-objection.*

2. Other Correspondence:

Glenn Highway MP 34-42 Open House was April 24, 2019

KGB Road Projects Open House is May 16, 2019 4-8pm at WASI

UNFINISHED BUSINESS: None

NEW BUSINESS: None

PERSONS TO BE HEARD: None

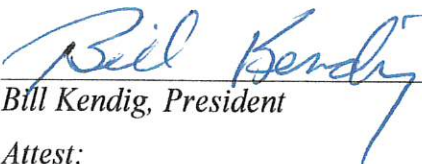
PUBLIC ANNOUNCEMENTS:

Next Board Meeting is May 15, 2019 at 6:30 PM at Fire Station #62 Mile 7 KGB Road

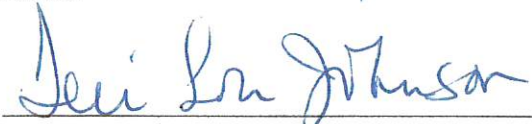
Next Member Meeting is August 7, 2019 at 7:00 PM at Fire Station #62 Mile 7 KGB Road

ADJOURNMENT: Meeting adjourned at 7:32 pm.

*Board Actions at General Member Meeting Approved.*

  
\_\_\_\_\_  
Bill Kendig, President

Attest:

  
\_\_\_\_\_  
Teri Lou Johnson, Secretary

Date Approved: 5/15/2019

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

BOARD MEETING

6:30 PM

May 15, 2019

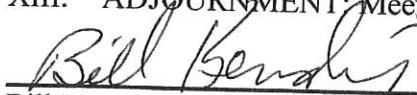
RECEIVED


JUL 19 2019

CLERKS OFFICE

MINUTES

- I. CALL TO ORDER: Meeting was called to order at 6:35 PM
- II. ROLL CALL: Bill Kendig, Patrick Cook, B. H. Tilton, Teri Johnson, Bill Johnson
- III. ESTABLISH QUORUM: Quorum established.
- IV. PLEDGE OF ALLEGIANCE
- V. APPROVAL OF AGENDA: Agenda approved.
- VI. MINUTES OF PRECEDING BOARD MEETINGS:  
Minutes of April 17, 2019 Board Meeting approved as presented.  
Minutes of Board Actions of May 1, 2019 Member Meeting approved as presented.
- VII. REPORTS/CORRESPONDENCE
  - A. PRESIDENT: None
  - B. TREASURER: As of April 30, 2019  
Council Funds \$31,460.96      Grant Funds \$2,461.17  
CAP Funds \$14,053.92      Total Funds \$47,976.05
  - C. LEGISLATIVE: None
- VIII. CORRESPONDENCE:
  - A. Platting: None
  - B. Other Correspondence: None
- IX. OLD BUSINESS: None
- X. NEW BUSINESS: None
- XI. PERSONS TO BE HEARD:  
Ilene Falkenstein from WASI expressed gratitude for the councils support of the congregate meal program and discussed upcoming events and brought paperwork and information for the Miles for Meals on Wheels fundraiser on June 22, 2019.  
*Motion was made, seconded, and passed unanimously to donate \$2,500 to the WASI meals on wheels fundraiser taking it from the 2018 CAP funds for trail hardening.*  
Jessica Vaudreuil, who lives within the KFCC was looking for guidance with an issue she is having with the property owners and managers of the property she is renting. She was told she needs to know what her lease says and that since she no longer has her copy she would need to go to the management company to get another copy.
- XII. PUBLIC COMMENT/ANNOUNCEMENTS:  
Next Board Meeting June 19, 2019, 6:30pm at Public Safety Bldg #62  
Next General Meeting August 7, 2019, 7:00pm at Public Safety Bldg #62
- XIII. ADJOURNMENT: Meeting adjourned at 7:35 pm.

  
\_\_\_\_\_  
Bill Kendig, President

Attest:  
  
\_\_\_\_\_  
Teri Lou Johnson, Secretary

Date Approved: 6/19/19

RECEIVED

JUL 19 2019

**KNIK-FAIRVIEW COMMUNITY COUNCIL CLERKS OFFICE**

**RESOLUTION 19-01**

**RESOLUTION TO DETERMINE USE OF 2019 CAP FUNDS**

WHEREAS, the Matanuska Susitna Borough has resolved to make \$15,789 available to the Knik Fairview Community Council for 2019 CAP Funds, and

WHEREAS, the Matanuska Susitna Borough requires us to inform them of the community councils plans for the use of these funds, and

WHEREAS, the members of the community council have discussed at the February Members Meeting needs of the community and believes these programs to be of benefit to the people in our council area,

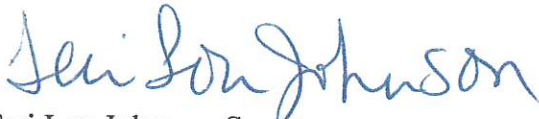
NOW, THEREFORE BE IT RESOLVED that the Knik-Fairview Community Council Board of Directors has adopted to use \$1,191 to support the WASI Congregate Meals Program, \$2,000 to support the Joe Redington Jr/Sr High School Sports, \$4,598 for the Vi Redington Bridge approaches, \$3,000 for the Knik Kids Christmas program, and \$5,000 for MyHouse from the 2019 CAP funds.

ADOPTED by the Knik-Fairview Community Council Board of Directors at a meeting held February 20, 2019.



Bill Kendig, President  
Knik-Fairview Community Council

ATTEST:



Teri Lou Johnson, Secretary

RECEIVED  
JUN 25 2019  
CLERKS OFFICE

LOUISE / SUSITNA / TYONE COMMUNITY ASSOCIATION (LSTCA)

BOARD MEETING MINUTES

Mar 10, 2019, 1000 hours, Lake Louise Lodge

The LSTCA Board Meeting was called to order at 10:11 am by Dalton Clark

**MEMBERS PRESENT:**

Dalton Clark, Vice-President  
Jim Else, Treasurer  
Yvette Delaquito, Member  
Ted Kinney, Member (telephonically)

**BOARD MEMBERS NOT PRESENT:**

Dustin Overturf, President  
Kerin Fassler, Secretary  
Wendy Simpson, Member

**GUESTS PRESENT**

Jim Sykes, MatSu Borough Assemblyman, District 1  
John Hicks, LSTCA Fire Chief  
Ken Hobbs

**QUORUM:**

A quorum was established.

**SECRETARY'S REPORT:**

Minutes were not available at this time. No reports were read.

**Treasurer's Report**

The Treasurer's Report was read by Jim Else. Dalton moved to accept the report and Yvette 2<sup>nd</sup> the motion. MOTION PASSED

A discussion on a Community Watch Grant and ideas on how to use these funds was made. Also discussed posters, webcams/cameras, signage – Community Watch Signs to stop valley thieves, a Facebook page, gas card purchase, and possible camera with solar panel on Lake Louise Road as ideas for future improvements.

The 2019 revenue Sharing Grant has not arrived yet. We will need to make some decisions on the outstanding grant monies for the years of 2017 - \$13,288.72 and 2018 - \$15789.00.

## **OLD BUSINESS:**

Newsletter – will send out mass email to community for someone to be the coordinator of the community newsletter. (Note: after the meeting, Ken Hobbs, discussed with Yvette Delaquito about being available to assist with being the point of contact for the newsletter.)

EMS status at the lake: Jim Sykes spoke to the fact that CREMS is available for calls through 03/31/2019 and then it is being contracted out to a company from Delta that Cross Roads is working with. Should have finalized information from the Borough at the end of this month. Yvette has been in touch with Gary Klink with the MatSu Borough EMS and Mr. Klink has confirmed he will have an update in the coming weeks on the EMS process for our area.

Jim Sykes indicated the EMS building is condemned and we need to remove our stuff out of the building. It is anticipated the building will be taken apart this summer and removed. Any questions on the building demolition can be made to Jude Bilafer at 861-7701. The ambulance is still in the valley. However, as it was made for our use and if we have a location to store it for usage, he will get the vehicle up to the lake. Jim Sykes also indicated this is his last term in office so trying to finish up these last details.

Fire box Inspections: John Hicks indicated he continues to do inspections on fire boxes and all are intact.

Boat Launch / Dock Repair: They are going to do a double wide ramp and will have additional parking and outhouse for the end of the Lake Louise Road. They received some additional Capital Funding from the Borough for this purpose.

Dumpsters: Discussed clean up day. Also discussed for someone to be contracted for a private hauler for larger pieces of household items (stoves, refrigerators, etc.). Jim Sykes will discuss with Butch Shappiro (landfill manager) to see what possible associated costs would be for these items to be dumped at the borough. Then we can assess costs for a private hauler to see if the community wants to fund this service. Jim Sykes will also get a list of items that are free during the Clean Up Week through the Borough services.

Satellite Phones: discussed their value but imperative for more Education on usage. John Hicks will write up a procedure for the phones.

## **NEW BUSINESS:**

Boaters Dumping Tanks – This discussion was tabled.

Insurance Premium after Audit: John Hicks will send the community an email of the list of volunteer firefighters. He indicated he spoke with Marie Collins (Head of Safety for the Fire Marshall in AK).

Status of PSB and contents of building. Long discussion on this issue to include a connex or an actual building to store the tables/chairs for the community as well as dry storage for paperwork. Jim Else indicated dry storage is needed. Jim Sykes felt once the building is removed, we should be able to use

the location for a building or connex. Yvette will talk to Allen Farmer from Nelchina to see the cost of a 16x20 cabin. Some discussion for restocking the medic bags with supplies, Jim Sykes will follow up with the Borough on these supplies.

Lake Louise Road: Jim Sykes is going to Washington, D.C., and going to meet with Don Young regard the Lake Louise road and the needed reconstruction of the road down to Lake Louise.

Snowplowing at PSB – will continue for this year on the plowing.

Board Seats: Three seats will be up for re-election this summer, Kerin Fassler's, Ted Kinney's, and Yvette Delaquito's seats are all at end of term. None are considering re-election.

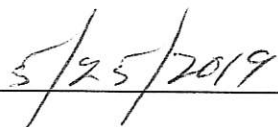
Long Lake Rehab Project: It is anticipated to be built in 3-4 years.

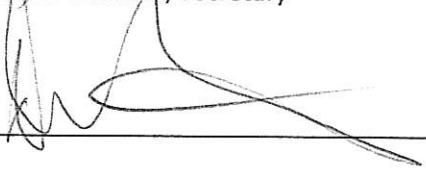
These minutes were written with total input by Yvette Delaquito in Kerin Fassler's absence by Kerin Fassler. (Thank you, Yvette).

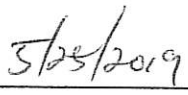
Next Meeting: 25 May at 11:00 at Lake Louise Lodge.

Meeting adjourned at 11:30.

  
\_\_\_\_\_  
KERIN FASSLER, Secretary

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
DUSTIN OVERTURF, President

  
\_\_\_\_\_  
Date



RECEIVED  
JUN 21 2019  
CLERKS OFFICE

**Meeting Minutes**  
May 02, 2019 7:00pm  
Upper Susitna Senior & Community Center

- I. Establish Quorum – Ned Sparks, Donna Dearman, Joe Pride, Dona Malhiot-Laubhan, Buddy Giddens, Bill Stearns & Sheena Fort.
- II. Call Meeting to Order – 7:00pm
- III. Pledge of Allegiance
- IV. Approval of Meeting Agenda
  - a. Motion by: Donna Dearman
  - b. 2<sup>nd</sup> by Joe Pride
  - c.
- V. Approval of April 4, 2019 Meeting Minutes
  - a. Motion by Dona Malhiot-Laubhan
  - b. 2<sup>nd</sup> by Joe Pride
  - c.
- VI. Treasurer's Report
  - a. Checking Account – N/A
  - b. Savings Account – N/A
- VII. Persons to be Heard (suggested 3 minutes each)
  - a. Bill Was- (Cert Team)
  - b. Geri Denkewalter-
  - c. Mary Mccrum- brought a concern about the speed limit in front of the Senior Center with possible petition speed change of 45pmh instead of 55mph.
  - d. Larry Dearman- Chair of Senior Center, apologizes for newsletter misunderstanding, asked board to donate for pizza party.
    1. Motion to make certificates for the girls who designed our website
      - i. Motion by **Dona Malhiot-Laubhan**
      - ii. 2<sup>nd</sup> by Buddy Giddens
      - iii. Geri Denkewalter has volunteered to create certificates of appreciation.
      - iv. Board members donated for pizza party with a total of \$192.00. Remaining funds will be distributed to pay for certificates.
- VIII. Correspondence –
  - a.

- IX. Committee and Governmental Reports
- a. Road Service Areas (15 & 29) – Bill Stearns reports that we will see more graders now with the roads drying out.
  - b. Borough Assembly Update – N/A
  - c. Grant Expenditure Committee – June 6th Committee meeting at 5:30pm,
  - d. Bylaws Committee –
  - e. Ways & Means Committee – N/A
  - f. Cemetery Committee – N/A
  - g. Neighborhood Watch / Community Safety- Suspended for next month

- X. Old Business
- a. Website Complete (susitnacomcommunitycouncil.com)
  - b.

- XI. New Business
- a. Council voice recorder for secretary notes.
    - i. Motion by Buddy Giddens
    - ii. 2<sup>nd</sup> by Dona
    - iii. Unanimous
  - b.
  - c.

- XII. Adjournment – 7:59pm

  
Cheer about 6/6/19





RECEIVED  
JUL 22 2019  
CLERKS OFFICE

**Meeting Minutes**  
June 6, 2019 7:00pm  
Upper Susitna Senior & Community Center

- I. Establish Quorum – Ned Sparks, Herman Thompson, Joe Pride, Dona Malhiot-Laubhan, Buddy Giddens & Sheena Fort. Alternates Bill Stearns & Kelly Thomas in attendance.
- II. Call Meeting to Order – 7:00pm
- III. Pledge of Allegiance
- IV. Approval of Meeting Agenda
  - a. Motion by Herman Thompson
  - b. 2<sup>nd</sup> by Sheena Fort
  - c.
- V. Approval of May 2, 2019 Meeting Minutes
  - a. Motion by Herman Thompson
  - b. 2<sup>nd</sup> by Joe Pride
  - c.
- VI. Treasurer's Report
  - a. Checking Account – \$10,148.52
  - b. Savings Account – \$225.37
- VII. Persons to be Heard (suggested 3 minutes each)
  - a. Butch Shapiro- solid waste dept transfer station procedures. Effective July 1<sup>st</sup> \$3.00 for a bag of garbage. Disposal of Beetle kill trees is possible at mile 102 Sunshine transfer station on Sundays 10am- 3pm.
  - b.
  - c.
- VIII. Correspondence –
  - a. Talkeetna Traditions LLC – no action taken.
  - b. Kathy Watkins sent a letter to the Community Council about CERT- no action taken.
  - c.



IX. Committee and Governmental Reports

- a. Road Service Areas (15 & 29) –Bill Stearns reports that they respond to road hazards for falling trees.
- b. Borough Assembly Update – Tam Boeve reports the new budget passed, also the new ambulance station will have its estimated grand opening on June 23<sup>rd</sup> at 1pm.
- c. Grant Expenditure Committee – The Committee awarded grant money of \$14,210.00 to the following:
  - i. USSI- \$3,500
  - ii. MOW- \$3,500
  - iii. KTNA- \$1,000
  - iv. TCS School- \$500
  - v. Food Pantry- \$3,710
  - vi. Valley Recycle- \$1,000
  - vii. Library- \$1,000
- d. Bylaws Committee – N/A
- e. Ways & Means Committee – N/A
- f. Neighborhood Watch / Community Safety- Grant funds distribution

X. Old Business

- a. Mile 98 speed zone
- b. Certificates and pizza party update- Pizza and two certificates were given to the girls, \$ 60.00 was left over.
  - i. Motion made to donate the \$60.00 to the PTA
  - ii. Motion by Herman Thompson
  - iii. 2<sup>nd</sup> by Dona Malhiot-laubhan
  - iv. Unanimous

XI. New Business

- a.
- b.
- c.

XII. Adjournment – 7:56pm

2 3

*Handwritten signatures and dates:*  
Ron Sp... 6-14-19  
Diana... 6-14-19

RECEIVED  
JUN 11 2019  
CLERKS OFFICE

**Talkeetna Community Council, Inc.**  
Regular Meeting of the Talkeetna Community Council, Inc  
Monday, May 6, 2019 at 7:00 pm @ the Talkeetna Public Library  
**Meeting Minutes**

The order of business will be as follows:

1. Call to Order. Establish a quorum: Paul, Peg, Joe, Ali and Sarah were in attendance
2. Sarah will take the minutes
3. Approval of agenda: Peg moved to approve; Ali seconded. Passed unanimously
4. Approval of minutes from April : Peg moved to approve; Joe seconded. Passed unanimously
5. Treasurer's report: no report
6. Out-of-town guest(s): no guests
7. Correspondence: Paul gave a report
8. Announcements (email the council secretary to get your announcements on the agenda: [contact@talkeetnacouncil.org](mailto:contact@talkeetnacouncil.org) )
  - A. AK DOT&PF – 2020-2023 Community Transportation Program application deadline extended – Sept 15, 2019
  - B. AK Dep't of Commerce – Community Assistance Program application deadline – June 3, 2019
  - C. AK DOT&PF – Amendment 3 to the 2018-2021 STIP (Statewide Transportation Improvement Program) is available for public comment – April 30-May 31, 2019
  - D. Jessica Stevens Community Foundation – Application period for Healthy Communities grants open May 1-June 30, 2019
  - E. Mark Goetsch: Permit required to have an event in the Village Park
9. Persons to be heard
  - A. Shawn Thelan – Bicycle pump track at old Talkeetna library site
  - B. Robert Gerlach – delivered past treasurer records
  - C. Ali Lee – Selling packaged wine at DidiDada
  - D. Kathleen Flemming – retirement party
10. Assembly update: Tam B. gave a report
11. Committee/board reports
  - A. TPAC – report in correspondence
  - B. Recycling – report in correspondence

- C. Community Assistance Program – no meeting in April
- D. Skatepark: Shawn T. gave a report
- E. Playground – no report
- F. Community Watch – Sarah R. gave a report
- G. RSA – report in correspondence
- H. TSWB – Whitney W. gave a report

12. Unfinished business – no unfinished business

13. New business

- A. Application for liquor license transfer – Talkeetna Inn/Teepee – no action taken
- B. Application for liquor license transfer – Swiss Alaska – no action taken
- C. Application for subdivision – Chunilna Estates at Talkeetna Lakes – no action taken
- D. Requested letter from TCCI to MSB requesting mailing list: Peg makes a motion to request an address mailing list from the Matsu Borough for property owners within the community council boundary. Joe seconds. Passes unanimously. Peg will write the letter.
- E. Proposed bicycle pump track at old TKA library site: Joe makes a motion to write a letter of support to expand the area of the current L.U.P. to accommodate a bike pump track with stipulation to not remove any existing trees from the site. Peg seconds. Passes unanimously. Joe will write the letter.
- F. Proposed updates to MSB Asset Management Plan - Natural Resource Mgmt Units: Joe makes a motion to write a letter to the MatSu Borough summarizing points that were made regarding changes to NRMU in John R's letter. Ali seconds. Passes unanimously. Joe will write the letter.
- G. Talkeetna SPUD regulations relating to proposed Nordlys development on AKKR property: Peg moves the the TCCI write a letter to the MatSu Borough Planning and Land Use Director, copying Nordlys Inc, seeking clarification of what levels of development in Nordlys' lease of AKRR land would require a conditional use permit by the terms of chapter 17.25 of MatSu Borough Code, Talkeetna SPUD. Ali seconds. Passes unanimously. Paul will write the letter.

14. Adjourn : Peg moves to adjourn 9:20pm

Approved by : 

Attested to : 

**Talkeetna Community Council, Inc.**  
Meeting of the Talkeetna Community Council, Inc  
Monday, June 3, 2019 at 7:00 pm @ the Talkeetna Public Library  
**DRAFT MINUTES**

The order of business was as follows:

1. Call to Order 7:03 pm. Establish a quorum. Paul Button and Ali Lee absent. Karl, Joe, Walter, Sarah, and Peg present.
2. Peg will take the minutes.
3. Approval of Agenda. Sarah made a motion to approve the agenda. Peg seconded. Passed unanimously.
4. Approval of minutes. Peg made a motion to approve the minutes. Joe seconded. Passed unanimously.  
May 6, 2019 regular meeting
7. Treasurer's Report. Walter gave a report.
8. Out-of-town guest(s).
  - A. Stu Graham, MTA, made announcement about annual meeting
9. Correspondence. Karl narrated additional correspondence not in the package including:
  - A. Mike Stoltz re: Nordlys lease
  - B. Mary Brodigan re: TCCI letter on NRMU added to MSB Planning meeting information
  - C. Alex Strawn re: clarification of 4000sq. ft. threshold in SPUD
  - D. TCCI support for skatepark/bike pump track
10. Announcements (Email the Council Secretary to get your announcements on the agenda:)
  - A. MSB Beetle Kill Fire Hazard Reduction Initiative
11. Persons to be heard.
  - A. Brian Okonek
  - B. Jake Almeida
12. Assembly Update. Tam Boeve gave an update including notes from Terry Dolan re: water/sewer sludging and plant upgrades.
13. Committee/Board Reports.
  - A. TPAC – Roger Robinson gave an update including meeting announcement 6/16/19
  - B. Recycling – Report. CiCi Schoenberger gave an update
  - C. Community Assistance Program – no report
  - D. Skatepark - Report
  - E. Playground – Report

- F. RSA – No meeting/no report
- G. TSWAB : no report, no update
- H. Community Watch – No meeting/no report

12. Unfinished Business: none

13. New Business

A. Biennial Report disbursement approval: Sarah moved to approve expending \$25.00 to the State of Alaska with the TCCI Biennial Report. Peg seconded. Passed unanimously.

B. Walter Harper Statue- Request for support. No action.

C. New Skatepark committee chair. Peg made a motion to approve of Shawn Thelen as chair of the skatepark committee. Sarah seconded. Passed unanimously.

D. Latitude 62 Liquor licenses: No action

14. Adjourn: Peg made a motion to adjourn. Adjourned 7:43pm.

Attested to:



Approved by:



MINUTES

## TRAPPER CREEK COMMUNITY COUNCIL

Trapper Creek Community Center, Milepost 115.2 George Parks Highway. Turn left on E. TC Park Circle.

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

**Regular Meeting, 6:30 PM, Thursday, May 16, 2019**

- I. Meeting called to order 6:32 pm. Posted within fourteen days of said meeting.
- II. Determination of Quorum
- III. Board Members in Attendance: Miller, Glenka, Grelson and Morrill. Members: Chrystal Mayer, Jason Garrett.
- IV. Approval of Agenda
- V. Reading and approval of Regular April Meeting minutes
- VI. Borough Assembly Report:  
Tam Boeve, District 7: Borough Assembly report given via email. All Lands, All Hands-Spruce Beetle Group has focused their attention on wildfire/safety. Working to open dump sites for dead trees/brush and possibly getting funding for a large wood chipper for community use.
- VII. Treasurer's Report:  
April activity: Disbursements: None. Deposits: \$200- Donations from Morrills and Glenkas, \$50 per person; \$270- TC Volunteer Fire Department (TCFVD) funds to be held by Council until TCFVD establishes checking account. Dividends: Checking: .13, Savings: .01. Checking: \$3,447.45, Savings: \$25.40 = \$3,472.85.
- VIII. Revenue Sharing/CAP Grant Project Updates:
  - A. FY2017:
    - TCCSA Operating - \$10,000.00. Current activity: \$410.61. Total Spent: \$9,547.07. \$452.93 remaining
    - Upper Susitna Food Pantry - \$2,900.00. Current activity: \$181.24. Balance: \$1.53. Served 45 families, 100 people, and 20 seniors. Weekend Brown Bag served 15 students per week. The Summer Backpack program has been funded for another year. Summer Programs with the Trapper Creek Public Library begin June 5. Sunshine Transit will be offering free transportation to these programs again this year.  
The Senior Pass Program has 19 seniors enrolled. It is for extremely low income seniors to use the food pantry twice a month, as well as a visit to Cubby's, and the bank.

B. FY2019:

- Neighborhood Watch Grant-\$2,941.17. April: No activity. \$2,741.17 remaining. Public meeting set for May 18, 2019 at 2pm to discuss usage of remainder of grant funds.

IX. Committee Reports:

TCCSA Water Committee:

Work continues on the Business Plan. Additions are cost estimates for insurance, advertising, signage on Devonshire Road and in Right-of-Way on Parks Highway. No next meeting is scheduled at this time. Updates to TCCC and the public from the water committee will continue.

Volunteer Fire Department Committee: Chrystal Mayer. CAP grant project application was turned in, State Entity number and IRS EIN obtained, Articles of Incorporation were voted on, signed and sent to Dept. of Commerce. The MSB lawyer to sign documentation regarding response area. Discussion of a booth at the Fireweed Festival as well as other fundraisers. Chrystal spoke on behalf of the TCVFD to the MSB Assembly 5/2, and the Assembly approved MSB Resolution 19-036 stating "Non-Objection to the Proposed Trapper Creek Volunteer Fire Service Being Created and Recognized as a Volunteer Fire Service to Provide Fire Protection in the Trapper Creek Area". Next step is to file for non-profit status.

- X. Correspondence/Current Mail: All mail was previously emailed to the membership and/or posted at the TC Post Office.

XI. Public Forum: None

XII. Unfinished Business:

- A. Mat-Su Community Councils for Public Safety (MSCCPS) update: Captain April gave an update on Trooper activities. The Department of Corrections classification system was discussed. Reports from attending community councils were given regarding how they are utilizing the Neighborhood Watch Grant funds. Council will work toward having a forum with key State and Borough personnel in June to report on the activities of the Council and generate support for implementing measures to combat crime. May agenda will include discussion of rotating meetings to participating council locations.

- B. FY2018 CAP/Revenue Share Funds: Voting time ended Saturday May 11, 2019. The CAP Project Tally Committee was George Faerber and Jennie Earles.  
Funds available: \$15,789.00  
Funded FY2018 CAP/Revenue Share Funds Project list:  
Trapper Creek Volunteer Fire Department, \$1,000.00-fully funded  
Operating Expenses for the Trapper Creek Park and Cemetery, \$10,000.00-fully funded



Administrative Costs for Trapper Creek Community Council,  
\$1,000.00-fully funded  
Upper Susitna Food Pantry Operations, \$5,000.00-partially funded:  
\$3,789.00  
Motion made by Glenka to accept and approve voting results of CAP  
FY2018 Project funding. Grelson Seconded. All in favor; none  
opposed. Motion passed.

D. Date for Neighborhood Watch Grant public meeting: Saturday, May  
18, 2019, 2pm at the Trapper Creek Community building.

XIII. New Business: None.

XIV. Date of next meeting scheduled for **Thursday, June 20, 2019, 6:30 pm.**

XV. Meeting adjourned at 7:13pm

Approved: Deirdre R. Lentz 20 Jun 2019 Janet Grelson  
Chairperson Date Secretary Date

(Minutes taken by Council Secretary, Janet Grelson)

MINUTES**TRAPPER CREEK COMMUNITY COUNCIL**

Trapper Creek Community Center, Milepost 115.2 George Parks Highway. Turn left on E. TC Park Circle.

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

**Regular Meeting, 6:30 PM, Thursday, June 20, 2019**

- I. Meeting called to order 6:42 pm. Posted within fourteen days of said meeting.
- II. Determination of Quorum
- III. Board Members in Attendance: Miller, Glenka, Grelson and Morrill. Members: Chrystal Mayer, Tammy Morrill. Special Guests: Borough Assembly Representative Tam Boeve, and Jarod McClure, Office of Representative David Eastman.
- IV. Approval of Agenda
- V. Reading and approval of Regular May Meeting minutes
- VI. Borough Assembly Report:  
 Tam Boeve, District 7: Progress of Trapper Creek Volunteer Fire Department is being followed by different communities. Potential funds for the Trapper Creek Community Water Project were not able to be obtained during MSB Budget sessions. Property Mill rate went up approximately \$5.00 per household, approximately \$12 million cut from MSB budget. A number of positions and Capital Projects were cut. Three (3) beetle kill sites have been established to drop off downed beetle kill trees. Chipper hopefully to be obtained also. District 7 School Board position will be vacated, no applicants as of yet, ~~and no representation from the Northern part of the Borough on the School Board now.~~ *JRS*  
 This Sunday at 2:00pm is the ribbon cutting for the new EMS Station 11-9, at the Talkeetna "Y".
- VII. Treasurer's Report:  
 May activity: Disbursements: None. Deposits: None. Dividends: Checking: .15, Savings: .01. Checking: \$3,447.60, Savings: \$25.40 = \$3,473.00.
- VIII. Revenue Sharing/CAP Grant Project Updates:
  - A. FY2017:
    - TCCSA Operating - \$10,000.00. Current activity: \$218.16. Total Spent: \$9,765.23. \$234.77 remaining
  - B. FY2019:
    - Neighborhood Watch Grant-\$2,941.17. May: No activity. \$2,741.17 remaining.

IX. Committee Reports:

TCCSA Water Committee: The water committee Business Plan is final and at the DEC awaiting adoption of Resolution #19-004 which approves a rate increase from \$.15 to \$.165 price per gallon. TCCSA approved the Resolution on June 15 and Trapper Creek Community Council is requested to adopt the Resolution.

Motion made by Glenka to support Resolution #19-004, adopting the Trapper Creek Watering Point Business Plan and New Rate of \$0.165 Price of Water Per Gallon. Motion seconded by Morrill. Vote: 3 in favor, 1 opposed. Motion approved.

No next meeting is scheduled at this time. Updates to TCCC and the public from the water committee will continue.

Volunteer Fire Department Committee: Chrystal Mayer. TCVFD opened a bank account on June 11, 2019. A total of \$316.00 is in the account, and awaiting a \$500.00 check to clear, bringing the balance to \$816.00. Nonprofit status and business licenses <sup>were</sup> ~~was~~ filed for on June 19, 2019. Tentative meeting set for Sunday, June 23, 2019 at 6:30pm. TCVFD requests TCCC to return the \$270.00 in funds that the Council has been holding for TCVFD.

X. Correspondence/Current Mail: All mail was previously emailed to the membership and/or posted at the TC Post Office.

XI. Public Forum: Jerod McClure, Office of Representative Eastman. Representative Eastman is on his way back from Juneau. Budget special session on July 8, 2019 regarding the PFD is in Wasilla, possible location will be Wasilla Middle School.

XII. Unfinished Business:

- A. Mat-Su Community Councils for Public Safety (MSCCPS) update: No one was able to attend the May or June meetings. No July ~~or~~ ~~August~~ meetings. The next meeting will be held in September.
- B. FY2018 CAP/Revenue Share Funds: Approved May 16 minutes and they are being forwarded to the MSB. Borough needs to prepare the Memorandum of Agreement and then the funding shall follow thereafter, hopefully in the next couple of weeks.
- C. Neighborhood Watch Grant public meeting, June 8: Presentation given by Belinda Bohannon, Alaska State Troopers, regarding the "Dos and Don'ts" for Neighborhood Watch Programs. Report a Crime: Mat-Com Dispatch in Wasilla: 907/352-5401. Eight (8) neighborhood watch groups are being formed. Applications are available at the Trapper Creek Post Office and are due July 18, 2019 to the Trapper Creek Community Council. Next meeting date will be scheduled at the July TCCC meeting and notice will be sent out.

XIII. New Business: None

XIV. Date of next meeting scheduled for **Thursday, July 18, 2019, 6:30 pm.**

XV. Meeting adjourned at 7:51pm

Approved: David Bentley 7-18-19 Janet Grelson 7/18/19  
Chairperson                      Date                      Secretary                      Date

(Minutes taken by Council Secretary, Janet Grelson)

Trapper Creek Community Council

RESOLUTION # 19-004

RECEIVED  
JUN 24 2019  
CLERKS OFFICE

A Resolution adopting the Trapper Creek Watering Point Business Plan  
and New Rate of \$0.165 Price of Water Per Gallon

**WHEREAS:** The Community Council, hereinafter called the Council, is the governing body of Trapper Creek, Alaska, and:

**WHEREAS:** State funds were made available through the Alaska Department of Environmental Conservation, Village Safe Water Program for a Preliminary Engineering Report and project at Trapper Creek, and;

**WHEREAS:** The Trapper Creek Community Council was presented the Watering Point Business Plan and New Rates at a Public Meeting on June 20, and;

**WHEREAS:** The Trapper Creek Community Council reviewed and concurred on corrections and/or changes to the Watering Point Business Plan;

**NOW THEREFORE BE IT RESOLVED;** That the Trapper Creek Community Council accepts the Watering Point Business Plan as presented;

**BE IT FURTHER RESOLVED;** that the Council will follow the provisions of the Watering Point Business Plan as managed and operated by Trapper Creek Community Services Assoc. (TCCSA) for the community's watering point.

I, the undersigned, hereby certify that the Council is composed of five members of whom 5, constituting a QUORUM, were present and that the foregoing resolution was **PASSED AND APPROVED** by the Community Council of Trapper Creek, Alaska, on June 20, 2019.

Trapper Creek Community Council (TCCC)

Vote: 3 Yeas 1 Nays Signed *Daniel Ritenbaugh*  
President or Chairperson

*[Signature]*  
ATTEST: Secretary

\_\_\_\_\_  
Council or Board Member

Trapper Creek Community Services Association Services, Inc. (TCCSA)

Vote: 7 Yeas 0 Nays Signed *[Signature]*  
President or Chairperson

*[Signature]*  
ATTEST: Secretary

\_\_\_\_\_  
TCCSA or Board Member



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

### Meeting Minutes

**Date:** May 1st, 2019

**Occasion:** General/Board Meeting

RECEIVED  
JUN 19 2019  
CLERKS OFFICE

- A. **CALLED TO ORDER:** 7:03 PM
- B. **QUORUM:** Board Quorum present. No Community Quorum present.
- C. **PLEDGE OF ALLEGIANCE**
- D. **APPROVAL OF MINUTES:** April, 2019 minutes approved.
- E. **APPROVE AGENDA:** Approved as ammended.
- F. **APPROVE CONSENT AGENDA ITEMS:** Approved
  - 1. **Board Officers' Report**
  - 2. **Committee Reports**
- G. **Secretary Report Additions:** Met with Vince Veit on April 26th. He will continue to keep books current for WACO until the end of 2019 to make transition for a new Treasurer easier. After the new year, he can continue WACO accounting and tax preparation WACO for a fee. This may make it easier to recruit a new Treasurer if we don't find a candidate with those skills. Vince does not want to be involved with the 2020 Carnival bookkeeping. He gave me both checkbooks and account passwords. I can check account balances at MVFCU, pay bills, and write reimbursement checks as they come in until the position is filled. I meet with him again tomorrow to collect paperwork.
- J. **BOROUGH ASSEMBLY REPORT** - Tam met with the SOA DNR Comissioner about spruce bark beetle crisis. Many dead trees and no market to sell them. Working on wood chipper option. Be fire wise. Fill out burn permits and call number each time you burn. MSB needs to have budget complete before the State budget is released which makes it very hard when the status of State budget is unknown. Community Enrichment (Schools) was cut from the MSB budget. Everyone is encouraged to attend Budget meeting tomorrow. Money allocated for library and community center upgrade is still in budget but could be reallocated. Park bond money for Newman Park could also be reallocated.
- K. **UNFINISHED BUSINESS**
  - 1. **Community Clean-Up:** Discussed differences between State and MSB clean up programs. John Nelson presented information about State clean up options. Tam will work with MSB further to investigate.
  - 2. **Scholarship funds:**  
**MOTION:** WACO will fund 2 full scholarships and 1 community enrichment scholarships for a total of \$2250 in awards.  
**VOTE:** Passed
- M. **NEW BUSINESS**
  - 1. **Board Vice Chair Appointment**  
**MOTION:** Chair, Linda Oxley, appoints John Spitzberg as Vice Chair for WACO Board  
**VOTE:** Passed
  - 2. **Discussed 4th of July Parade guidelines and route.** WACO will use guidelines adopted in June, 2016. Parade route will follow the same route as last year. Does not cross the Parks Hwy.
- N. **COMMUNITY GROUPS**
  - 1. **Fire Service:** Victor Snell is the new Fire Chief.
  - 2. **Library:** Library will be closed 5/21 for Staff Training Day and 5/27 for Memorial Day. Saturday 5/4 – 4pm Mat-Su Community Chorus. Tuesday 5/7 – 6:30 pm Last Mystery Book Club Meeting until September. Friday 5/10 – 1 pm Smart Phone Android class. Wednesday 5/15 – 11am -1pm Fiber Arts Group. Friday 5/24 – 1 pm Photo and File Management (Prerequisite for photo editing on 7/19). Saturday 5/25 – 5K

fun run and art tour. Wednesday 5/29-11:30 Read what you want share what you've read book group.  
Friday 5/31 - 1:30pm Writers Group. Summer Reading program begins June 5th and 6th

3. Chamber of Commerce: Election of new officers at last meeting. John Nelson is new President. Next meeting is May 16th, noon to 1:PM.
4. Lions Club: Proposed resolution to MSB regarding Community Clean-Up rules.
5. WHWF: Remind everyone to support resolution at MSB budget meeting tomorrow to fund the old community center restoration.
6. Garden Club: Next meeting is Tuesday on May 7th.

**O. ANNOUNCEMENTS/PERSONS TO BE HEARD**

1. Talon Boeve announced that nominations for WHWF elections can be taken from the floor during their next meeting.
2. John Spitzberg announced he has a surplus of dog food for people having financial trouble.
3. WACO board members will hold a meeting to get to know new board members and review manuals on May 7th at 6:PM. Chair and Vice Chair will meet to review projects from Talon Boeve on May 3rd, 7:PM.
4. Stu Graham with MTA attended spruce bark beetle summit. DNR has information about how to down infected trees without spreading beetle to other trees. MEA has a program to clear easements and trees outside easement for trees that are dangerously close to power lines.
5. Todd Smoldon, Director of Office of Governor for MSB, introduced himself and encouraged participation in budget meeting tomorrow.

**P. ADJOURN** - 8:25 PM. Next meeting scheduled for June 5th, 2019.

SUBMITTED:



\_\_\_\_\_  
Teri Petram, Secretary

6/5/18

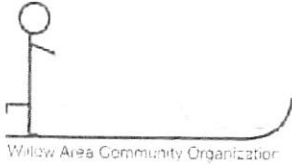
\_\_\_\_\_  
Date



\_\_\_\_\_  
Linda Oxley, Chair

6/5/19

\_\_\_\_\_  
Date



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

### Meeting Minutes

**Date:** May 7th, 2019

**Occasion:** Board Meeting

- A. **CALLED TO ORDER:** 6:07 PM
- B. **QUORUM:** Board Quorum present.
- C. **APPROVE AGENDA:** Approved.
- D. **INTRODUCTIONS:** Board members took turns providing personal information and intentions for board service.
- E. **BOARD MANUAL REVIEW:** Reviewed documents together. Asked and answered questions.
- F. **ANNUAL TASK TEMPLATE REVIEW:** Chair and Secretary explained the goal of a task and budget template with categories, timeline and descriptions to help board members better plan for upcoming events and responsibilities and feel more comfortable volunteering for new tasks.
- G. **VOLUNTEER RECRUITMENT:** Discussed continuous need for additional volunteers and scheduled members for community clean up dumpster monitoring.
- H. **ANNOUNCEMENTS:** State Trooper Rob Teeling joined the meeting and reviewed trooper coverage and patrol challenges. Discussed ideas for WACO to support them.
- I. **ADJOURN** - 8:07 PM.

SUBMITTED:

Teri Petram, Secretary

6/5/18  
Date

Linda Oxley, Chair

6/5/19  
Date