

Reso # 21-1201

A RESOLUTION OF ROAD SERVICE AREA #21, BIG LAKE SUBMITTING AN  
APPROVED 2022 ROAD SERVICE AREA IMPROVEMENT PLAN FOR ROAD  
IMPROVEMENT PROJECTS TO THE ASSEMBLY FOR REVIEW AND APPROVAL.

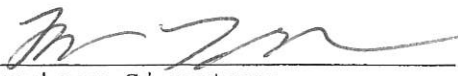
WHEREAS, the Annual Road Improvement Project List is  
developed for road improvement projects in each road service area;  
and


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

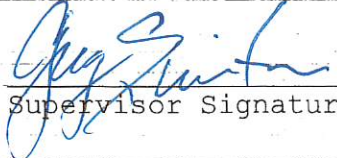
WHEREAS, the Matanuska-Susitna Borough Assembly reviews and  
approves the Road Improvement Project List; and

NOW THEREFORE BE IT RESOLVED, that Road Service Area #21, Big  
Lake Supervisors concur with this Road Improvement Project List  
and request the Matanuska-Susitna Borough Assembly approve it as  
submitted.

ADOPTED by Road Service Area #21, Big Lake Board of  
Supervisors:

  
Supervisor Signature

  
Supervisor Signature

  
Supervisor Signature

Date: 12/12/22

MATANUSKA-SUSITNA BOROUGH PUBLIC WORKS DEPARTMENT  
2022 ROAD SERVICE AREA ROAD IMPROVEMENT PROJECT LIST  
ACCOUNT # 30043

ROAD SERVICE AREA #21  
BIG LAKE

DRAFT

Approx. RSA Funding Available: \$646,000

ASSEMBLY: Dist 5, Clayton Tew  
ASSEMBLY: Dist 7, Ron Bernier  
RSA SUPERINTENDENT: Mike Lachelt  
RSA PRIMARY: William Haller  
RSA ALT: Gregory Quinton  
RSA ALT: William Heairet

PRIORITY STATUS	ROADS / LOCATION	DESCRIPTION OF WORK	TOTAL EST. COST	RSA	GRANTS	FUNDED: YES/NO
1	RSA WIDE	ROAD RECONDITIONING	\$10,000	\$10,000		YES
2	Jolly Creek Drainage (Cherrywood Drive - Big Lake)	Feasibility Study & Design	\$100,000	\$100,000		YES
3	RSA Wide	Pavement Maintenance	\$10,000	\$10,000		YES
4	Twin Papoose Rd (Beginning of Road to RR Crossing)	Ph. 1 ROW Acquisition / Shouldering / Ditches	\$25,000	\$25,000		YES
5	Tofson Ave (Hill at end of Rd)	Clear ROW / Ditches / Recondition Road	\$25,000	\$25,000		YES
6	Pond Lily Lane (at 1st hill)	Survey / Clear ROW / Ditches / Recondition Road	\$25,000	\$25,000		YES
7	Melozzie Hotsprings Rd (.3)	Survey ROW / Clear ROW / Ditches / Recondition Road	\$25,000	\$25,000		YES
8	Arctic Tern Lane (Rd Failure at hill)	Survey ROW / Clear ROW / Repair (Dig-out) Road	\$25,000	\$25,000		YES
9	Beaver Lake Road	Shoulder Repair / Pavement Patch / Crack Seal	\$25,000	\$25,000		YES
TOTAL FUNDED			\$270,000	\$270,000	\$0	
10	Echo Lake Rd (1.25)	Design / Utility Relocate / ROW Acquisition / Construct Improvements	\$500,000	FUNDING CURRENTLY UNAVAILABLE		NO
11	Big Lake	Environmental Study on Effects of Calcium Chloride on the lakes	TBD	FUNDING CURRENTLY UNAVAILABLE		NO
12	Henry Aaron Dr (.32) Lotus Dr (.13) Shotgun Dr (.23) Lodge Dr (.55)	Design (Drainage & Roads) / Utility Relocate / ROW Acquisition / Construct Improvements	\$500,000	FUNDING CURRENTLY UNAVAILABLE		NO
13	Jolly Creek Drainage Construction	Construct Improvements	TBD	FUNDING CURRENTLY UNAVAILABLE		NO

14	Sand Pile Storage Development	Develop a Sand Storage Area and Access Driveway at Transfer Station	\$25,000	FUNDING CURRENTLY UNAVAILABLE	NO
15	Twin Papoose	Ph. 2 Upgrade - ROW Acquisition / Improvements	\$50,000	FUNDING CURRENTLY UNAVAILABLE	NO
16	Lakes Blvd (1.0)	Asphalt Leveling Course, Overlay, and Rehab	\$250,000	FUNDING CURRENTLY UNAVAILABLE	NO
17	Purintan Pkwy (.25)	Design / Utility Relocate / ROW Acquisition / Construct Improvements - Widen and Sight Distance at Hill	\$25,000	FUNDING CURRENTLY UNAVAILABLE	NO
18	Ryans Creek Dr, Lazy Lake Rd (1.0)	Paving	\$250,000	FUNDING CURRENTLY UNAVAILABLE	NO
TOTAL UNFUNDED			\$1,600,000		



Reso# 22-112

RECEIVED  
JAN 19 2022  
CLERKS OFFICE

**A RESOLUTION OF THE ROAD SERVICE AREA #21, BIG LAKE  
SUBMITTED IT'S OBJECTION TO MATANUSKA-SUSITNA BOROUGH  
RESOLUTION NO 21-135 AND IM 21-255 TIME AND MATERIALS PILOT  
PROGRAM TO START IN JULY OF 2022**

**WHEREAS**, The Big Lake RSA had a meeting on 1/12/22, with over 40 in attendance, the public testimony overwhelmingly felt the McKenna Brothers are doing a professional job maintaining the roads in the Big Lake Community.


**WHEREAS**, The Big Lake RSA felt cancelling a contract partially through the term of the contract for convenience does not show good faith in contracting practices when the contractor is in good standing.

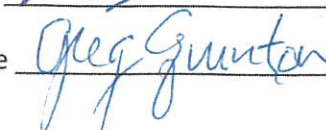
**WHEREAS**, cancelling a contract for convenience will harm the RSA 21 in procuring competitive bids in the future.

**NOW THEREFORE BE IT RESOLVED**, That RSA 21, Big Lake Supervisors recommend that the current RSA maintenance contract be allowed to run its course.

**NOW THEREFORE BE IT RESOLVED**, That RSA 21 take the next two years to investigate the best ways to improve service and savings in the road service contract. Reviewing the contract to strengthen the enforceability and remove ambiguity, investigate a hybrid of hard contract with a time and materials portion for supplemental work, or a time and materials contract.

**ADOPTED** by Road Service Area #21 Big Lake Board of Supervisors:

Supervisor Signature  Date 1-17-22

Supervisors Signature  Date 1-17-22



Matanuska-Susitna Borough  
Butte Fire Service Area Board of Supervisors

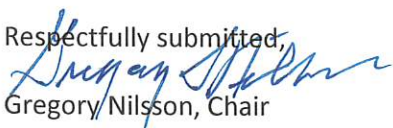
Regular meeting 21 October, 2021

Meeting time: 6:30 p.m.

Location: Butte Station 21

- I. Called to order at 6:30 p.m. by Gregory Nilsson, chair. Guest, Brit Lively.
- II. Roll call: Mitzi Van Asdlan, Gregory Nilsson, FSA board members, Chief Michael Shipton and Emergency Services Director Brian Davis.
- III. Stand for Pledge of Allegiance.
- IV. Approved 25 August 2021 meeting minutes.
- V. Reports/correspondence:
  - A. Chief's report; Seven rescue calls for motor vehicle accidents, one structure fire, total of 23 calls since last report ; we have had 255 calls to date, 25 calls more than this time last year.
  - B. New rescue pumper delivered to borough on October 4th and is being prepped by maintenance for delivery to station 21. Dryer and compressor still on schedule for delivery. Delivery of ten sets of bunker gear ordered in March has been delayed due to scarcity of kevlar gear. Order should arrive between now and December.
  - C. Director Davis advised that boroughwide, 60% of all calls are EMS calls. Primarily among our aged population, Covid victims are increasing calls to 60% of volume. Borough facilities are still closed because of Covid - up to ten per cent of responders have been infected. We received a security grant from Federal government to monitor stations remotely. Call volumes across the borough are up but crews are doing well. Borough will not mandate vaccines for borough personnel.

Adjourned 7:15 p.m.

Respectfully submitted,  
  
Gregory Nilsson, Chair

# Central Mat-Su FSA Board of Supervisors Meeting

Microsoft Teams Meeting/Station 61

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Chairman: D. Eller  
Vice Chairman: J. Jameson

Board Members: B. Davis  
L. Szipszky  
J. Steele

December 13, 2021 – 6 P.M.

## REGULAR MEETING MINUTES

RECEIVED  
JAN 12 2022  
CLERKS OFFICE

### **I. CALL TO ORDER**

The meeting of the Central Mat-Su Fire Service Area Board of Supervisors was called to order at 6:00 p.m. via Microsoft Teams and at 101 W. Swanson Ave. Wasilla, AK on December 13, 2021.

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

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

Chairman Dave Eller, Brian Davis and James Steele. Jim Jameson and Szipszky were excused.

Also present were: Michael Keenan, Chief, Central Mat-Su Fire Department (CMSFD), Shari Lamz, Admin. Assistant, CMSFD, and Ken Barkley, Director, Department of Emergency Services (DES)

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

Director Barkley led the "Pledge of Allegiance."

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

December 13, 2021

MOTION: Mr. Steele moved, and Mr. Davis seconded, to approve the meeting agenda as presented.

VOTE: The motion passed unanimously.

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

MOTION: Mr. Davis moved, and Mr. Steele seconded, to approve the September 13, 2021, Joint Meeting minutes as presented.

VOTE: The motion passed unanimously.

#### VI. BOARD REPORTS/CORRESPONDENCE

Mr. Steele stated that he received his reappointment letter.

##### Public Notice – MSB007832 Seward Meridian Recon PH II

Mr. Steele received public notice MSB007832 that affects the utility easement between the two entrance driveways of Cottonwood Creek School. As part of the road project, additional temporary construction permits will be needed for purpose of reconstructing driveway approaches and fencing affected during the construction phase of the road. He is concerned that this public notice may impact the Cottonwood Public Safety Building (Station 65). He would like to know if the MSB is negotiating with the State of Alaska on any work that might affect Cottonwood Public Safety Building (Station 65).

Director Barkley stated that he would find out that information for Mr. Steele.

Chief Keenan stated that he has not received the public notice or been contacted by DOT.

Mr. Steele stated that the property that the school sits on and the Cottonwood Public Safety Building is all one parcel and was purchased with Fire Service Area funds. The intent was to subdivide it into three parcels (school, fire station and park) but it never happened. The school district received more money from the state when they acquired the property in phase I of the project a few years ago. Cottonwood Creek School sits on our fire service area property. If the state comes in and acquires some of the property what is the MSB intent to do with the funds?

#### VII. UNFINISHED BUSINESS

#### VIII. NEW BUSINESS

##### Chiefs Report

- COVID – Covid numbers are leveling out
- New FDOs and Captains are fitting in nicely
- Logistic Building is complete
- Aerial Platform – Delivery date - Dec 2022
- Hall Crawler – we can start using it in January, the ground work will need to be finished at a later date
- Tactical Tender and Brush 66 – cannot get chassis – 1 year out
- Shaw Fill Station – waiting on Capital Project to advertise, Substation 5-3
- Operation Big Red Sled – 12 fire families have signed up

##### Fire Code

Fire & Life Safety Division Statistics:	
	Nov-21
New Plan Reviews	11
Valuation of Construction	\$1,988,239.00
Fees Assessed	\$9,050.98
Actual Fees Collected	\$26,528.57
Plan Reviews Approved	26



Inspections	22
Fire Investigations	6
Platting Comments	0
Pre-fire Plans	0
Public Education - Events	1
Public Education - Participants	12
CMSFD Incidents	223
Mutual Aid Total	3
Alarms Installed	3
Knox Box Keys	1
Consultations	23

- Jeff Anderson worked on two fatality fires with the state Fire Marshal's office

#### Run Stats

- 4 - Structure Fires
- 81- Medic Assist
- 36 - Vehicle Accidents (1 with extrication)
- 3 - Auto or Mutual Aid
- 232 – Total Calls

Year to Date Total Calls – 1997

#### Budget

- Utility and Fuel costs have increased
- Completed the FY23 worksheet, Removed the proposed Firefighter positions out of the FY23 budget
- Present the budget next board meeting

#### Chairman and Vice Chairman Vote

MOTION: Mr. Steele moved, and Mr. Davis seconded, to approve Dave Eller as Chairman.

VOTE: The motion passed unanimously

MOTION: Mr. Davis moved and seconded, to nominate James Steele as Vice Chairman.

VOTE: The motion passed unanimously

Mr. Eller stated that this will be Jim Jameson's last month as a board member. He will work on getting the position filled.

Chief Keenan stated that we are unable to get any command/support vehicles due to the supply and demand.

Direct Barkley stated that command/support vehicles are at least two years out. He reached out to try and purchase vehicles outside of the state contract and it was \$10,000.00- \$30,000.00 more.

Director Barkley and others put a newsletter together to send to the National Fire Academy for Benny's 60 years of service.

Indicator  
He will send the board, Key Performance Indicator stats that have call volumes and run times. The call volume numbers are going to go up. We have to predict what the call volume numbers are going to be. Even with the fulltime staff that we have right now, we still don't have enough responders. Chief Keenan stated that it's a struggle to get turn out gear. We are reaching out to all the companies. The cost of turn out gear has increased. You will see that cost added in the FY23 budget. We were able to find a battery for the Snozzle. It's not cost effective to send it out to get refurbished. We could surplus it to another service area for them to upgrade. It still have a few years of life in it.

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

**X. AUDIENCE PARTICIPATION & BOARD COMMENTS**

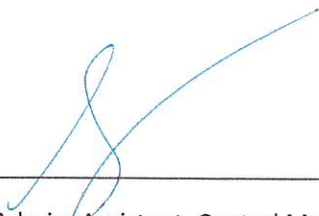
**XI. ADJOURNMENT**

Mr. Eller adjourned the board meeting at approximately 6:47 p.m.



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

ATTEST:



Shari Lamz, Admin. Assistant, Central Mat-Su FSA B.O.S.

Minutes approved on: 1-11-22

MATANUSKA-SUSITNA BOROUGH  
*Enhanced 911 ADVISORY BOARD MINUTES*

October 12, 2021

RECEIVED  
JAN 12 2022  
CLERKS OFFICE

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

Advisory Board members in attendance establishing a quorum were:

Jacob Butcher, Mat-Com;  
Casey Cook, MSB DES.

Rebecca Turney, Palmer Dispatch; and

Also in attendance were: Dan Robinson, Mat-Com; Eric Wyatt, Ben Cohen, and Nick Srebernak, MSB IT/GIS; Christine O'Connor, Alaska Telecom Association; Aleeha Travis and John Sheneman, MTA; and Bill Merry, citizen.

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

APPROVAL OF AGENDA: The agenda was approved as presented.

APPROVAL OF MINUTES: There was no objection to the approval of the August 10, 2021 minutes as presented.

PERSONS TO BE HEARD

None

REPORTS

GIS

GEO-COMM – Addressing Inaccuracies

Mr. Srebernak stated: He has a meeting to get set up with the company this week so he should have a report available for the next E-911 meeting.

Sub Addressing Demo and Workshop

Mr. Wyatt stated: He will check with Ms. Jones to see if there is any further information coming on sub-addressing information with Data Mark.

Addressing Campaign

Chairman Cook stated: The fire departments have been trying to push the addressing campaign forward. There have been a couple of large meetings to discuss details on it. They have bought



some sign making equipment/materials to be able to make signs when they go out to people's properties.

#### Smart 911 / Community Connect

Mr. Jacob Butcher stated: There have currently been 137 profiles created on Smart 911. There were a lot of outreach events that were cancelled in the schools due to COVID. In the last 365 days they have had 75 profiles displayed in the PSAP. He is going to try and work with Stefan at the Borough to market Smart 911 on social media. They also hope to be doing some outreach with the City of Wasilla, and the Mayor's radio spot.

#### OLD BUSINESS

##### Mat-Com Funding Request – Rave Smart 911 Annual Costs

Mr. Jacob Butcher stated: The City of Wasilla has opted to go with the 5 year contract for Smart 911 (annual cost \$34,561 as per quote). The City of Wasilla is requesting that the cost for this year (November 2021 – October 2022) be reimbursed to the City from the E-911 Surcharge funds.

MOTION: Ms. Turney moved, and Mr. Jacob Butcher seconded, to approve the reimbursement to the City of Wasilla for Smart 911 costs for the period November 2021 through October 2022 from the FY22 E-911 Operating Budget. All were in favor, none were opposed.

##### Legislative Action Workgroup

1. VoIP Multiline Systems (HB215)
2. E-911 Surcharge Legislation Amendments (HB160A)

Chairman Cook stated: Leave this on the agenda for now and we will see if we can get the Borough Manager or someone to try and get these bills reactivated in the legislature. Mr. Jacob Butcher stated that he could reach out to our local group to see if they want to pursue this or not.

#### NEW BUSINESS

##### Chair Election

Ms. Laughlin stated: The Chair position expires in December. If anyone wants to nominate themselves or another voting member, please send an e-mail. We will be voting to elect the Chairperson at the December meeting.

##### FY23 Budget Preparation / Capital Project Review

Ms. Laughlin stated: We need to begin looking at the FY23 budget to determine if any major changes are anticipated. We will need to have the budget approved by the February meeting at the latest.

## INFORMATIONAL ITEMS

- FY21 Surcharge Revenue Chart - No questions were heard.
  - 1) Carrier Response to Reimbursements – No report.
- FY21 E-911 Budget Performance Report
  - No questions heard.
- 911 Quarterly Dispatch Call Report
  - The report will be e-mailed to all members for review.

## COMMENTS

### December Meeting Date Change

Chairman Cook stated: As the Secretary will not be able to attend the meeting on December 14, 2021, he recommends changing the meeting date to December 7, 2021. All members present were in agreement with this change. None were opposed.

### Membership

Ms. Laughlin stated:

- Board renewal packets are being sent out by the Clerk for those whose seats are expiring at the end of December. If you wish to renew your seat, please send your packets in as soon as possible.
- Brent Johnson, our AST representative, has given his resignation as he has taken a position outside of the Mat-Su Borough.

## NEXT MEETING DATE

Chairman Cook announced that the next meeting date would be December 7, 2021.

## ADJOURNMENT

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

ATTEST:

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

RECEIVED

JAN 17 2022

CLERKS OFFICE

Greater Butte  
Road Service Area Board  
RSA #26  
Regular Meeting Minutes

Approved Mike Shields  
Attested Lucy Klebesadel  
Date 1/13/22

October 14, 2021, by Team/teleconference

Meeting Called to Order at 6:10 pm

In Attendance:

Mike Shields, Supervisor	Cole Branham, MSB Projects Manager
Lucy Klebesadel, Supervisor	Will Barickman, MSB Road Superintendent

Visitors  
none

**Roll Call:** A quorum of 2 RSA 26 Supervisors present.

**Approval of Agenda:** Approved as presented

**Approval of Minutes:** from July 15, 2021, meeting approved as written.

**Borough Staff Reports**

**Road Superintendent's Report:** Will Barickman:

Maintenance contract performance: Continues to meet all requirements.

Monthly Budget and Fund Balance Reports: Emailed yesterday; current Fund Balance \$50,850.

Additional Maintenance: Included completion of all breakup damage repairs. 350' ditching and culvert on Smith Extension, Three Sisters/Brimar culvert, Back Home drainage and cul-de-sac shift, ditch repair on Witherspoon and Ben Hur, repair Snowball bridge abutment, for a total of \$40,750.

Road Improvement Projects (RIPs) status: All design work on track; Julie-Marie/Morgan essentially done, including paving; needs final punch-list.

**Unfinished Business:**

Status of Julie Marie/Morgan upgrade: Essentially done (see above).

Status of Time & Materials versus Service contracts: Mike gave a synopsis of the draft "Analysis" requested by the MSB Manager, and its present in-limbo status. Discussion followed; it's a pretty good document, and the Assembly should see it if they're going to pursue the issue.

**New Business:**

**RIP Resolution 21-01:** Cole presented the current RIP List and discussion followed. Mike spoke to the possibility of getting design on Walling done in 2022 for construction in 2023, and Cole suggested simply swapping Walling for Kent/Laura/Dancer (it would keep design and construction together for each project package, move Walling up to 2022 and Kent/Laura/Dancer back to 2023); by unanimous vote the List was thus amended and then approved. Mike will get the signed Resolution to Cole tomorrow morning.

Status of Steppers maintenance contract: Will reported there is no change for FY 2022.

**Draft Resolution 21-02 re preventing off-hours calls to the Superintendents:** Mike presented the draft and gave the background, so far as it's known, to the Manager's directive. Discussion followed; Will said the issue is about pay for the Superintendents responding to after-hours calls and is now in negotiation between the Manager, Public Works, and the Union. The



Resolution asks for a written explanation of the reason for the abrupt cut-off, and by unanimous vote was adopted by the Board; Mike will deliver it to the Clerk tomorrow.

Draft **Resolution 21-03** re adding Road Superintendent positions in O&M: Mike presented the draft, which reflects the discussion in our July meeting. Brief discussion followed, mainly around whether to ask for one or two new positions; the consensus being two, by unanimous vote the Resolution was adopted by the Board. Mike will deliver it to the Clerk tomorrow.

**Persons to be Heard:** None

**Adjourned:** Meeting adjourned at 7:08 pm. Next regular scheduled meeting is January 13, 2022, at 6:00 pm in the Butte Community Center building.

**Greater Talkeetna Road Service Board of Supervisors  
Minutes of Regular Meeting  
November 11, 2021**

A regular meeting of the Greater Talkeetna Road Service Area Board of Supervisors (RSA 29) was held via Zoom on November 11, 2021. Board members John Strassenburgh, Billy FitzGerald and Robert Gerlach were present via Zoom as was Borough Road Superintendent Mike Lachelt and Dawn Harris of D&S Road Services.

- I. There was a quorum, and the meeting was called to order at 6:35 pm.
- II. Minutes of the October 14, 2021 meeting were approved as written.
- III. Under Persons to be Heard, Dawn Harris introduced herself and explained her role with D&S. She wanted to get more involved with RSA29 and represent D&S in the discussion.
- IV. Mike reported that it had been a wet fall and that D&S had kept the roads in good shape. Chips have been received and are on hand for winter emergency situations. The small upgrade at the end of Main Street has been completed, as has the rock crusher remediation job on Jubilee.
- V. The Board continued last month's discussion of the 2022 RIP list. The RIP items were Calcium Chloride, Recondition Gravel Roads, Design and Construct extension to Yoder Dike, and RAP surfacing of Woodpecker. Last week's questions were answered and the list was unanimously approved, along with the accompanying Resolution.
- VI. The board will invite Cole Branham, MSB Public Works Construction Manager to our next meeting to introduce himself and discuss various projects.
- VII. The proposed lowering of the threshold for sole source contracts for small road repairs to \$15,000 from \$25,000 was discussed. All of the discussion opposed the change for compelling reasons, basically that the lower threshold would result in inefficiencies and delays, would be a waste of already stretched staff time for both the road superintendents and the procurement staff, would not serve the traveling public or the RSA taxpayer. The Board voted unanimously to write a letter to several Borough officials and the LRSAAB explaining its opposition to the change and requesting that the threshold be raised to \$30,000. John volunteered to write the letter.

- VIII. Assembly Member Tam Boeve explained her proposed amendment to Assembly Resolution Serial (RS) Number 21-115 and IM 21-220, which is a Borough-wide list of potentially funded federal infrastructure projects that is being put before the Assembly for its approval. Assembly Member Boeve's proposed amendment would allocate \$4.5 million, under "Bridges and Culverts," to Replace the Yoder Road bridge over Montana Creek, along with bridge access improvements. Discussion ensued, but no action was taken.
- IX. Everyone thanked Assembly Member Boeve for her hard work over the last three years, and the extraordinary contribution she has made to our communities.
- X. There being no further business, the meeting was adjourned at 7:38 pm.

Sincerely,



John Strassenburgh  
RSA Primary Supervisor

Approved Billy Fitzgerald and Robert Gerlach, both RSA 29  
Board members at Regular RSA 29 meeting ~~1-18-22~~ 1-13-22



KNIK-FAIRVIEW COMMUNITY COUNCIL  
Settlers Bay Lodge

BOARD MEETING

6:30 PM

June 16, 2021

MINUTES

RECEIVED  
JAN 19 2022

CLERKS OFFICE

- I. CALL TO ORDER: Meeting was called to order at 6:36 PM
- II. ROLL CALL: Bill Kendig, Patrick Cook, B. H. Tilton, Teri Johnson, and Bill Johnson
- III. ESTABLISH QUORUM: Quorum established.
- IV. PLEDGE OF ALLEGIANCE
- V. APPROVAL OF AGENDA: Agenda approved with the addition of Meeting Locations added to New Business as Item D.
- VI. MINUTES OF PRECEDING BOARD MEETINGS:  
Minutes of May 19, 2021 Board Meeting approved as presented.
- VII. REPORTS/CORRESPONDENCE
  - A. OFFICERS
    1. PRESIDENT: None
    2. TREASURER: As of May 31, 2021

Council Funds \$12,300.15	Grant Funds \$0.00
CAP Funds \$7,789.00	Total Funds \$20,089.15
  - B. COMMITTEE: None
  - C. LEGISLATIVE:
    1. State: None
    2. Borough: Mokie Tew discussed the assemblies postponement of the trails ordinance for Settlers Bay Costal Park motorized access. He also discussed the dangerous conditions where the Iditarod Trail crosses Burma Road and a Burma Road underpass for the Iditarod Trail.  
*Motion was made, seconded, and passed unanimously to create a resolution in favor of the Matanuska Susitna Borough constructing a man sized underpass on Burma Road for the Iditarod National Historic Trail.*
    3. City: None
  - D. CORRESPONDENCE:
    1. Platting: None
    2. License & License Renewal Applications: None
    3. Other Correspondence:
      - a. June 2021 WASI Newsletter was presented and Ilene Falkenstein , WASI Senior Ambassador, was invited to speak at this time. She spoke about the opening on the board and the need to hire a new CEO due to retirement of the current CEO. She also gave us an update on Willow House and all the services that are open again after COVID. She then spoke about the Miles for Meals on Wheels fundraiser happening this month.  
*Motion was made, seconded, and passed unanimously to move \$1500 earmarked for Redington High Sports in Resolution 21-01 to the original \$3000 earmarked for the WASI Congregate Meals program in Resolution 21-01 then to divide the entire \$4500, now earmarked for WASI Congregate Meals program, in half so that \$2250 goes to the WASI Meals on Wheels program and \$2250 goes to the Congregate Meals program.*

KNIK-FAIRVIEW COMMUNITY COUNCIL  
Settlers Bay Lodge

BOARD MEETING

6:30 PM

June 16, 2021

VIII. PERSONS TO BE HEARD:

- A. Borough Manager, regarding underpass on Burma Road for Iditarod Trail, was not present.

IX. UNFINISHED BUSINESS: None

X. NEW BUSINESS:

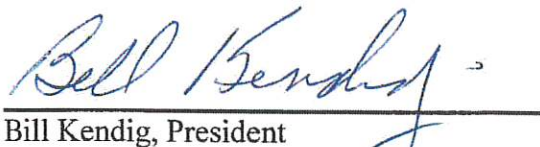
- A. Jennifer Busch spoke to us about the services of Valley Transit and the community council spoke to her about a proposal to add two stops down KGB possibly near Settlers Bay Lodge and near Knik Bar. She will attend next month's meeting after putting some data together regarding the possible two new bus stops.
- B. Ilene Falkenstein, WASI Senior Ambassador (See 3.a. above).
- C. Anne Winckler, President of the Settlers Bay HOA, based on advise given to her came to speak about the 8 residences that were flooded by surface water this year. The DEC was contacted due to septic systems being impacted by this flooding. It is being speculated that the flooding is due to changes in contours at the golf course and a pathway created for a property owner to drive his golf cart to the golf course. She had some pictures that were taken and these were given to Mokie Tew to review. He has offered to get in touch with Anne to look at the area in person to see if he can identify the problem to determine how to resolve it.
- D. *A motion was made, and seconded to move the council meetings permanently to the Settlers Bay Lodge. After some discussion the motion was tabled until next month's board meeting so that Bill Kendig can talk to the owner of the Settlers Bay Lodge.*

XI. PUBLIC COMMENT/ANNOUNCEMENTS:

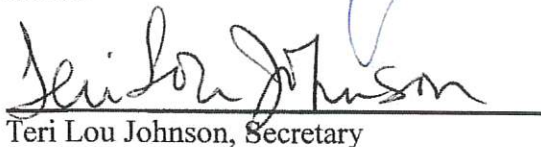
Next Board Meeting July 21, 2021, 6:30 pm at Settlers Bay Lodge

Next General Meeting August 4, 2021, 7:00 pm at Settlers Bay Lodge

XII. ADJOURNMENT: Meeting adjourned at 7:34 pm.

  
Bill Kendig, President

Attest:

  
Teri Lou Johnson, Secretary

Date Approved: 7/21/21



KNIK-FAIRVIEW COMMUNITY COUNCIL  
Settlers Bay Lodge

BOARD MEETING

6:30 PM

July 21, 2021

RECEIVED

JAN 19 2022

CLERKS OFFICE

MINUTES

- 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, and Bill Johnson
- III. ESTABLISH QUORUM: Quorum established.
- IV. PLEDGE OF ALLEGIANCE
- V. APPROVAL OF AGENDA: Agenda approved as amended adding Anne Winckler under unfinished business and Dept of the Army letter under new business.
- VI. MINUTES OF PRECEDING BOARD MEETINGS:  
Minutes of June 16, 2021 Board Meeting approved as presented.
- VII. REPORTS/CORRESPONDENCE
  - A. OFFICERS
    1. PRESIDENT: None
    2. TREASURER: As of June 30, 2021

Council Funds \$12,302.16	Grant Funds \$0.00
CAP Funds \$7,789.00	Total Funds \$20,091.16
  - B. COMMITTEE: None
  - C. LEGISLATIVE:
    1. State: Buddy Whitt with Senator Shelley Hughes office discussed the Governor's Task Force on Broadband. In light of the MatSu Borough being hacked there was a discussion on how cyber security should be addressed. Mr. Whitt also discussed the latest regarding the state of the Permanent Fund.
    2. Borough: Mokie Tew discussed the passing of the Burma Road Iditarod Trail project and funding for continued work on The Settlers Bay Coastal Park.
    3. City: None
  - D. CORRESPONDENCE:
    1. Platting:
      - a. Case #2021-089 Philbin Estates (Expired 7/7/21)
      - b. Case #2021-090 Tierra Verde Block 1 Lot 11A (Expired 7/7/21)
      - c. Case #2021-091 Langdon Block 2 Lots 11A & 11B (Expired 7/7/21)
    2. License & License Renewal Applications:
      - a. #17389 Kreative Konfections Marijuana Product Manufacturing Renewal
      - b. #22015 Faded Moose Farms Marijuana Cultivation facility Renewal  
*Motion was made, seconded, and passed with a vote of four in favor and one against to send a letter of non objection to both of the above license renewals.*
    3. Other Correspondence:
      - a. July 2021 WASI Newsletter was presented.
- VIII. PERSONS TO BE HEARD:
  - A. Rocky Jones with the MatSu Borough Fire Wise Program discussed the program and his role doing house inspections to give property owners recommendations for fire safety. Cathi Kramer, who was unable to attend, does the Fire Wise Community Program for neighborhoods. Mr. Jones also discussed the Annual Mat-Su Emergency Preparedness Expo at the Menard Center in September.

KNIK-FAIRVIEW COMMUNITY COUNCIL  
Settlers Bay Lodge

BOARD MEETING

6:30 PM

July 21, 2021

IX. UNFINISHED BUSINESS:

- A. Anne Winckler, President of the Settlers Bay HOA, was back with a report of what has transpired regarding the flooding in Settlers Bay. Moki was unable to see a reason for the flooding. It was suggested that she contact Floyd Dollarhide, a retired engineer that lives in the Settlers Bay subdivision, to see if he would be willing to take a look at the area to identify any issues. Anne will be contacting him.


X. NEW BUSINESS:

- A. A letter was presented to the council from the Department of the Army, Alaska District, U.S. Army Corps of Engineers regarding community interest in restoration of the Nike Site and the Susitna Gunnery Range. Though not within our community council area they are relevant to the members of our council and as such we would be interested in guiding the cleanup to protect current and future users of the properties. Mr. Tilton will complete and return the survey to them.

XI. PUBLIC COMMENT/ANNOUNCEMENTS:

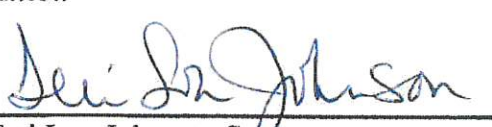
Next Board Meeting August 18, 2021, 6:30 pm at Settlers Bay Lodge  
Next General Meeting August 4, 2021, 7:00 pm at Settlers Bay Lodge

XII. ADJOURNMENT: Meeting adjourned at 7:26 pm.

  
Bill Kendig, President

PATRICK Cook, Vice President

Attest:

  
Teri Lou Johnson, Secretary

Date Approved: 8/18/2021



KNIK-FAIRVIEW COMMUNITY COUNCIL GENERAL MEETING  
Settlers Bay Lodge

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JAN 19 2022

CLERKS OFFICE

MEMBER MEETING

7:00 PM

August 4, 2021

**NO QUORUM-RECORD OF INFORMATIONAL MEETING ONLY**  
**QUORUM OF THE BOARD WITH ACTIONS TAKEN**

- I. CALL TO ORDER: Meeting was called to order at 7:00 PM
- II. ROLL CALL: Patrick Cook, B. H. Tilton, Teri Johnson, and Bill Johnson
- III. ESTABLISH QUORUM: No Quorum established for members. *Quorum established for the board.*
- IV. PLEDGE OF ALLEGIANCE
- V. APPROVAL OF AGENDA: *Approved by board.*
- VI. MINUTES OF PRECEDING MEMBER MEETINGS:  
Minutes of February 6, 2019 Board Meeting not approved due to lack of quorum.
- VII. REPORTS/CORRESPONDENCE
  - A. OFFICERS
    1. PRESIDENT:
    2. TREASURER: As of July 30, 2021

Council Funds \$12,304.24	Grant Funds \$0.00
CAP Funds \$7,789.00	Total Funds \$20,093.24
  - B. COMMITTEES:
    1. None
  - C. LEGISLATIVE:
    1. State:
      - a. Representative Kevin McCabe spoke about the fiscal working group that is looking at ways to insure fiscal stability and answers to the PFD debate.
      - b. Representative Cathy Tilton spoke about the 3rd special session, the PFD veto issue, and a constitutional spending cap. She also sent a Thank You to all Alaskans who called in and wrote in regarding the Federal Infrastructure Bill.
      - c. Jasmin Martin spoke for Senator David Wilson's office on MatSu projects and funding.
    2. Borough:
      - a. Clayton "Moki" Tew, assembly member, spoke about the motion to limit horsepower on every lake in the borough to zero. The next public meeting on this issue will be August 17th.
    3. City: None
  - D. CORRESPONDENCE:
    1. Platting:
      - a. Case #2021-110 Aurora Heights  
*Motion was made, seconded, and passed unanimously to send a letter of non objection.*
      - b. Case #2021-111 Fairview Heights  
*Motion was made, seconded, and passed unanimously to send a letter of non objection.*
      - c. Case #2021-116 Twin Haven  
*Motion was made, seconded, and passed unanimously to send a letter of non objection.*
      - d. Case #2021-117 Sunlight Ridge Master Plan  
*Motion was made, seconded, and passed unanimously to send a letter of non objection.*

KNIK-FAIRVIEW COMMUNITY COUNCIL GENERAL MEETING  
Settlers Bay Lodge

MEMBER MEETING

7:00 PM

August 4, 2021

2. License & License Renewal Applications:

- a. #13864 House OP, LLC Limited Marijuana Cultivation Facility Renewal
- b. #30219 KGB Cultivation Limited Marijuana Cultivation Facility Public Notice  
*Motion was made, seconded, and failed with a vote of three in favor and one against to send a letter of non objection to both of the above license renewals.*

3. Other Correspondence: None

VIII. UNFINISHED BUSINESS:

- A. Nominations and Voting-Postponed as no member quorum present.

IX. NEW BUSINESS: None

X. PERSONS TO BE HEARD:

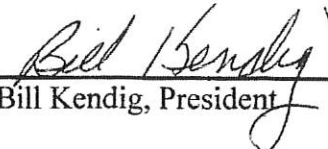
- A. Anne Winckler, Settlers Bay HOA President, asked how these new subdivisions that we just voted to send letters for would be effecting KGB traffic. Berkley Tilton spoke about the signal lights that would be on KGB when the road project is complete. The second thing she spoke about was the flooding problem in Settlers Bay. She did contact Floyd Dollarhide, a retired engineer that lives in the Settlers Bay subdivision, and he took a look at the problem and made suggestions. He indicated that solving the problem would fall to the homeowners. Anne questioned the borough roads with no drainage ditches.
- B. Ray Redington, Barb Redington and Terry Langholz would like to get work going on the trail hardening to the Vi Redington Bridge. They were wanting counsel from someone regarding the width of the trail. It was suggested they go six feet wide. They have concerns about the trail being torn up by side by sides making it hard to navigate for walkers and bicyclers. The Matsu Trails Council President, Scott Lapine, is very knowledgeable and a good source of information on this issue.
- C. Cathy Tilton as a Fairview Loop resident discussed that the Fairview Loop residents are as anxious to get the KGB Road project done as the KGB residents due to increase traffic on their road.

XI. PUBLIC COMMENT/ANNOUNCEMENTS:

Next Board Meeting August 18, 2021, 6:30pm at Settlers Bay Lodge

Next General Meeting November 3, 2021, 7:00pm at Settlers Bay Lodge

XII. ADJOURNMENT: Meeting adjourned at 8:08 pm.

  
Bill Kendig, President

Attest:

  
Teri Lou Johnson, Secretary

Date Approved: 9/15/2021

KNIK-FAIRVIEW COMMUNITY COUNCIL  
Settlers Bay Lodge

BOARD MEETING

6:30 PM

August 18, 2021

MINUTES

- I. CALL TO ORDER: Meeting was called to order at 6:38 PM
- II. ROLL CALL: Patrick Cook, B. H. Tilton, Teri Johnson, Gina Ritacco, Nicole Weller and 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 July 21, 2021 Board Meeting approved as presented.
- VII. REPORTS/CORRESPONDENCE
- A. OFFICERS
1. PRESIDENT: None
  2. TREASURER: As of July 31, 2021  
Council Funds \$12,304.24                      Grant Funds \$0.00  
CAP Funds \$7,789.00                      Total Funds \$20,093.24
- B. COMMITTEE: None
- C. LEGISLATIVE:
1. State: None
  2. Borough: Brad Sworts and Cole Branham from the Public Works Department were present to discuss the Historic Iditarod Trail Underpass at Burma Road. A discussion ensued regarding the right path for the trail with Donna Cowarts DeFusco & Russ DeFusco (property owners where the trail runs). Jon Brautigan (Trails Committee), Berkley Tilton, Ray Redington, Vern Halter, Brian Hanson, Julia Redington, Terry Langholz (showed the 1982 maps of trail) all gave their testimony. Ultimately is has already been to court and the judge has mandated the access point for the trail. Matt Ketchen who owns the construction company with the contract spoke and said that he has the court order of where the trail is to go for the underpass and they will have it completed by November 1, 2021.
  3. City: None
- D. CORRESPONDENCE:
1. Platting:
    - a. Case #2021-122 Church 2021  
*Motion was made, seconded, and passed unanimously to send a letter of non objection.*
  2. License & License Renewal Applications:
    - a. #13487 The Connoisseur Marijuana Cultivation facility Renewal  
*Motion was made, seconded, and passed with a vote of five in favor and one against to send a letter of non objection to the above license renewal.*
  3. Other Correspondence:
    - a. Email to Berkley Tilton from Abe Salmon dated 8/14/21  
Abe was wondering about the possibility of repurposing the True Value building into a community center. Berkley will talk to the realtor to get more information.

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KNIK-FAIRVIEW COMMUNITY COUNCIL  
Settlers Bay Lodge

BOARD MEETING

6:30 PM

August 18, 2021

VIII. PERSONS TO BE HEARD:

- A. Anne Winckler gave us an update on the flooding problem in Settlers Bay. Amos Stevens who manages the golf course stated there were no problems at the course to cause this problem. There was some talk of drain pipes freezing and gushing water during the spring thaw. Floyd Dollarhide told Anne there was no drainage problems on Settlers Bay properties per the DEC. Apparently there was a 2020 change to elevation at the 18th hole of the golf course and some trees and shrubs were removed. They will be having a landscaper look over the situation to see what the people can do to mitigate any future problems. There are apparently no ditches or culverts for drainage on the easement on the east side of Roosevelt Rd and snow stacking is only done in the ROW.
- B. Mike Mahoney and Lisa Redington spoke about the progress on the Nomad Restoration. The starboard side which is the side seen from the road is currently being worked on.

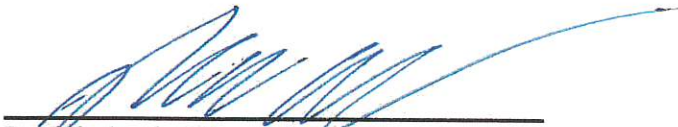
IX. UNFINISHED BUSINESS:

X. NEW BUSINESS:

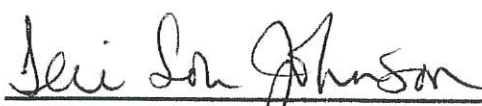
XI. PUBLIC COMMENT/ANNOUNCEMENTS:

Next Board Meeting September 15, 2021, 6:30 pm at Settlers Bay Lodge  
Next General Meeting November 3, 2021, 7:00 pm at Settlers Bay Lodge

XII. ADJOURNMENT: Meeting adjourned at 8:07 pm.

  
\_\_\_\_\_  
Patrick Cook, Vice President

Attest:

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

Date Approved: 11/17/21



KNIK-FAIRVIEW COMMUNITY COUNCIL  
Settlers Bay Lodge

BOARD MEETING

6:30 PM

September 15, 2021

MINUTES

- I. CALL TO ORDER: Meeting was called to order at 6:40 PM
- II. ROLL CALL: Bill Kendig, Patrick Cook, B. H. Tilton, Teri Johnson, Gina Ritacco, Nicole Weller and 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 August 4, 2021 Member Meeting Board Actions were approved as presented.
- VII. REPORTS/CORRESPONDENCE
- A. OFFICERS
1. PRESIDENT: None
  2. TREASURER: As of August 31, 2021  
Council Funds \$12,316.32                      Grant Funds \$0.00  
CAP Funds \$7,789.00                      Total Funds \$20,105.32
- B. COMMITTEE: None
- C. LEGISLATIVE:
1. State: None
  2. Borough: Burt Cottle discussed his run for Borough Mayor and his vision for a self sufficient borough.
  3. City: None
- D. CORRESPONDENCE:
1. Platting: None
  2. License & License Renewal Applications:
    - a. #14581 AK Best Buds, LLC Limited Marijuana Cultivation facility Renewal  
*Motion was made, seconded, and passed with a vote of six in favor and one against to send a letter of non objection to the above license renewal.*
  3. Other Correspondence:
    - a. Email dated 9/7/21 from Kelly Johnson, Mat-Su Borough Deputy Clerk, regarding need for workers to help with the election on November 2, 2021. Copies of the application were passed out to those interested.
    - b. Email dated 8/23/21 from Joshua Broda, Settlers Bay Lodge, letting the council know that they will be happy to host our meetings at the establishment.
    - c. Letter dated 8/18/21 from Joseph & Dana Gilliam regarding their application for a Limited Marijuana Cultivation Facility dba The Hash Frontier Gardens. No action to be taken until we receive the paperwork from the AMCO.
    - d. Email dated 9/8/21 from Chuck Foster with WASI announcing James Drayton as the new CEO that will be filling Chuck's position upon his retirement.
    - e. WASI September newsletter was presented and an announcement was made that they are still have board member seats to fill.

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JAN 19 2022

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KNIK-FAIRVIEW COMMUNITY COUNCIL  
Settlers Bay Lodge

BOARD MEETING

6:30 PM

September 15, 2021

VIII. PERSONS TO BE HEARD:

IX. UNFINISHED BUSINESS:

- A. After a discussion of the success of the Redington High Shooting Club and the funds currently earmarked for the Redington High Sports Programs from the 2021 CAP Funds  
*A Resolution was made, seconded and passed unanimously to move \$2000 of the 2021 Cap funds for Redington High Sports to the Redington High Shooting Club sending them to Alaska SCTP.*


X. NEW BUSINESS:

XI. PUBLIC COMMENT/ANNOUNCEMENTS:

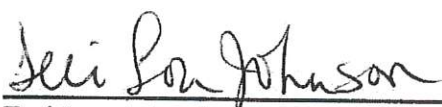
Next Board Meeting October 20, 2021, 6:30 pm at Settlers Bay Lodge

Next General Meeting November 3, 2021, 7:00 pm at Settlers Bay Lodge

XII. ADJOURNMENT: Meeting adjourned at 8:07 pm.

  
\_\_\_\_\_  
Patrick Cook, Vice President

Attest:

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

Date Approved: 11/17/21

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JAN 19 2022  
CLERKS OFFICE

# **KNIK-FAIRVIEW COMMUNITY COUNCIL**

## **RESOLUTION 21-03**

### **RESOLUTION IN FAVOR OF BURMA ROAD MAN SIZED UNDERPASS FOR THE IDITAROD NATIONAL HISTORIC TRAIL**

WHEREAS, the Iditarod National Historic Trail runs through the Knik-Fairview Community Council area, and

WHEREAS, the Knik-Fairview Community Council seeks to preserve and protect the trails within our council area, and

WHEREAS, dangerous conditions exist at the crossing of Burma Road on the Iditarod National Historic Trail, and

WHEREAS, the board members of the community council have discussed at the June 2021 Board Meeting the need for a man sized underpass on Burma Road to create a safe crossing for the Iditarod National Historic Trail,

NOW, THEREFORE BE IT RESOLVED that the Knik-Fairview Community Council Board of Directors is in favor of the Matanuska Susitna Borough constructing a man sized underpass on Burma Road for the Iditarod National Historic Trail.

ADOPTED by the Knik-Fairview Community Council Board of Directors at a meeting held June 16, 2021.



Bill Kendig, President  
Knik-Fairview Community Council

ATTEST:



Teri Lou Johnson, Secretary



MATANUSKA-SUSITNA BOROUGH  
LOCAL EMERGENCY PLANNING COMMITTEE MINUTES

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April 21, 2021

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

Advisory Board members in attendance establishing a quorum were:

Daniel Hansen,	Kara Cahill,
Bill Morrow,	Bea Adler,
Norm Straub,	Kevin Munson,
Casey Cook,	Bryen Bartgis,
Mike Chmielewski,	Kathy Watkins, and
Ken Hudson.	

Also in attendance were: Taunnie Boothby, MSB Planning; Talon Boeve and Kiela Cott, MSB EM; Kathy Cappa Palmer/Wasilla CERT; and Brenda McCain, Willow CERT.

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

**APPROVAL OF AGENDA:**

GENERAL CONSENT: The agenda was approved as presented.

**APPROVAL OF MINUTES**

GENERAL CONSENT: There was no objection to the approval of the January 20, 2021 minutes as presented.

**PERSONS TO BE HEARD**

Taunnie Boothby stated: The Hazard Mitigation Plan has been approved by all parties and will be current through February of 2026. About a year or so before that date, we will start to look at things again. As things come up, we can add them to the database for the next update. The Community Wildfire Protection Plan can also be added to the Hazard Mitigation Plan at the next update.

**REPORTS**

MSB Emergency Management

Chairman Cook stated:

- 1) They are still tracking and supporting COVID response, to include testing, supplies, and vaccinations. Capstone has opened a vaccine clinic in the old Sears building. The vaccination rates for the borough are between 25% – 28%.
- 2) There is legislation in the process for the borough to discuss getting an equity grant for vaccines and testing. That will allow a good portion of money to go to costs associated with testing and vaccines to underserved and rural populations.



- 3) We are starting a Wildfire Mitigation Program again which will include surveys, and a preparedness event on May 8<sup>th</sup>, with most fire service areas involved.
- 4) Without the support of the local CERT Groups and Team Rubicon the vaccine clinics wouldn't have been able to function as well as they have. He appreciates their involvement and help. Ms. Boeve mentioned that the Red Cross has also been instrumental in assisting and thanked them for their help.

#### Public Health

No report from Public Health.

#### Willow CERT

Ms. McCain stated:

- 1) It's been an awesome experience for the CERT team to work at the PODs and in coordination with all the other teams and groups involved in the effort.
- 2) Willow CERT has been asked by West Lakes Fire Department to attend their May 8<sup>th</sup> Preparedness event to promote CERT.
- 3) They are once again going to team up with the Red Cross to participate in the Sound the Alarm program for home smoke alarm educational awareness campaign.
- 4) Ms. Boeve and I and George Keeney from Valdez have been asked to be presenters at the State Emergency Management Conference. They will be part of a panel giving an overview of what CERT's do.
- 5) They appreciate the support of the borough for letting them use Teams for their meetings.

#### Talkeetna CERT

Ms. Watkins stated:

- 1) Talkeetna CERT's first vaccination site starts Friday from 12:00 p.m. to 4:00 p.m.
- 2) On May 8<sup>th</sup> the Talkeetna Fire Department would like the Talkeetna CERT to partner with them at Moore's Hardware and have a booth at the event to promote CERT.
- 3) They are in the planning stages of a three day CERT training for November. They have a guest speaker coming in from Nenana.

#### Palmer/Wasilla CERT

Ms. Cappa stated:

- 1) They have been actively involved in most of the POD's here. Ken has put in many hours volunteering. They are excited to have the POD's at the high schools and trying to get the kids and staff members vaccinated. They appreciate Mr. Molina from Mat-Su School District for all the snacks.
- 2) They are happy that Moderna might drop down their age to 12 so all the kids can get vaccinated for school next year.
- 3) Their team has participated in the Polar Plunge again this year.
- 4) They've been invited to join the Willow CERT team at the West Lakes event in May, however, other fire stations may need CERT presence so they may go participate at another area.

## Mat-Su Regional

Ms. Cahill stated:

- 1) They have submitted their Hazard Vulnerability Assessment (HVA). Pandemic and epidemic went up, but planning and resources helped to keep us out of the red in those areas. What jumped up quite a bit was their relative threat of supply chain shortage. They are trying to work through the best practice for keeping enough supplies on hand but not to stockpile so much as to not be able to use it before it expires.
- 2) They average 10-13 inpatient COVID patients per day. COVID patients make up about 40% of their emergency room visits. They reactivated their hospital command for that small increase in March. They have increased their visitation hours, expanded the visitation rules, and are working on their hospital staffing for summer.

## Preparedness Events

Ms. Boeve stated: They will be holding another virtual meeting at the beginning of May, and she's hopeful that rather than virtual, they will be able to have an actual in-person preparedness event at the Menard Center at the end of September. If anyone is interested in being part of the planning committee, they have areas where they could use new members to help.

## OLD BUSINESS

### EOP Review

Mr. Straub stated: He was able to provide a quick review of the current plan using the FEMA study guide for Emergency Operation Planning. He has some comments written up and wondered if he needed to spend any time reviewing the old annexes if they haven't changed. Chairman Cook stated that they haven't changed since the last review. He recommended that Mr. Straub send any comments back to Mr. Mohrmann.

## NEW BUSINESS

### Community Wildfire Protection Plan

Chairman Cook stated: The Community Wildfire Protection Plan that was sent out for review is the 2008 version. He has reviewed it and made some comments for changes. If the LEPC review committee would like to take a look at it and make suggestions that would be good. Cathi Kramer is planning to assist him and have a draft revision ready for the May 8<sup>th</sup> Preparedness Expo. They are hiring someone to do wildfire assessment surveys on private owner lands. We hope to re-institute (through grants or other funding) the assistance to homeowners to do wildfire mitigation on their properties.

## INFORMATIONAL ITEMS

### Membership

Ms. Laughlin stated that:

- 1) The Chair seat expires in August, but we do not have a meeting in August, so she is putting that item on the July agenda. Kathy Watkins nominated Casey Cook for another

term as Chair. Chairman Cook said that he is willing to accept the nomination but is also willing to let someone else step up and take the Chair position.

- 2) Micah Weinstein retired from MTA so he is no longer on the board. Scott Bell left the City of Wasilla so he is no longer on the board either. Christian Hartley did not renew his seat for another term. We are sitting at 16 voting members at this time.

#### Other Informational Items

Chairman Cook stated: The Alaska Emergency Management Association is putting together a certification course and certification test. At the next meeting he will have more information on the process and procedure to get folks credentialed. Ms. Watkins stated that there is a new brochure coming out explaining the program and membership.

Ms. Adler stated: This Saturday is Who Let the Girls Out in Palmer. They have asked her to wear the FEMA disaster coat that she made and she will be handing out emergency preparedness literature outside of Vagabond Blues.

Mr. Chmielewski asked if there will be SAT phones coming back into use during emergency situations. Chairman Cook said they have ordered a few to test.

Mr. Morrow stated: They are doing their Homes Made Safer campaign. They can't go into the homes to install smoke alarms at this time, but the fire departments are stepping in and helping. The Red Cross is focusing on hazards, evacuation plans, and family disaster planning.

Chairman Cook stated: On May 1<sup>st</sup> at Iditapark on Nelson in Wasilla from 10 a.m. – 11:00 a.m. will be an event called Out of the Darkness Mat-Su Valley Experience. It is a suicide prevention activity and he thinks it is important to recognize the rise in suicides during the COVID period. It's a good opportunity to support this outreach event and if you are interested, please call Dustin Morris at 907-201-9273.


#### NEXT MEETING DATE

Chairman Cook announced that the next meeting date would be July 21, 2021 via Teams or telephonically only.

#### ADJOURNMENT

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

ATTEST:

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

LOCAL ROAD SERVICE AREA ADVISORY BOARD, MATANUSKA-SUSITNA BOROUGH

RECEIVED

**REGULAR TELECONFERENCE MEETING**

Held 6:30 pm Thursday November 18, 2021 by teleconference/Microsoft "Team" **JAN 21 2022**

IN ATTENDANCE:

CLERKS OFFICE

**RSA #**

**RSA Members Present**

<b>09-Midway</b>	Dan Tucker <b>P tc</b>		
<b>14-Fairview</b>	Dan Elliott <b>P tc</b>	Craig Stewart <b>tc</b>	John Harris <b>tc</b>
<b>15-Caswell Lakes</b>			
<b>16-South Colony</b>	Rhonda Stark <b>P tc</b>	Phillip Cobb <b>tc</b>	
<b>17-Knik</b>	Doug Lowry <b>P tc</b>	Ryan Jimenez <b>tc</b>	
<b>19-Lazy Mountain</b>			
<b>20-Greater Willow</b>	Tom Phillips <b>P tc</b>		
<b>21-Big Lake</b>	Bill Haller <b>P tc</b>		
<b>23-North Colony</b>	Barbara Gerard <b>P tc</b>		
<b>25-Bogard</b>	Jesse Rongitsch <b>P tc</b>	Gary Hessmer <b>tc</b>	
<b>26-Greater Butte</b>	Mike Shields <b>P tc</b>		
<b>27-Meadow Lakes</b>	Stephen Edwards <b>P tc</b>		
<b>28-Gold Trails</b>			
<b>29-Greater Talkeetna</b>	John Strassenburgh <b>P tc</b>		
<b>30-Trapper Creek</b>	Donna Massay <b>P tc</b>		
<b>31-Alpine</b>			

tc = by teleconference/"Team" P = Primary

**RSAs not represented:** Caswell Lakes (15), Lazy Mountain (19), Gold Trails (28), and Alpine (31).

**MSB Staff:** Public Works: Terry Dolan, Director **tc**.

**Borough Staff** (other than Public Works): Russ Krafft, Procurement Officer **tc**.

**Borough Mayor:** None

**Assembly Representatives:** Mokie Tew (District 5) **tc**; Ron Bernier (District 7) **tc**.

**Visitors:** None

**CALL TO ORDER** at 6:32 pm, Chair Stephen Edwards presiding.

**ROLL CALL and QUORUM DETERMINATION:** 12 of 16 RSAs represented. Quorum was met.

**APPROVAL OF AGENDA:** Approved as presented.

**APPROVAL OF MINUTES:** Minutes of October 21, 2021, approved as corrected re who said what when.

**TRAINING:** None

**STAFF REPORTS:**

**A. O&M: Terry Dolan:** This recent brief but heavy snow resulted in 2 Deficiency Notices when the contractor couldn't keep up; the sand/chips delivery has been slow but should be completed this week; the construction season is now closed. Re snowstorm response, 4-inch depth is the trigger-point (may be 6-inch in a few northern RSAs), with a 12-hour maximum response time on bus routes, 24-hour on other roads, and must be continuous following initial response. Mokie Tew said that means "ditch-to-ditch" in cleared width.

**BOARD MEMBER REPORTS:**

**A. TAB:** None



LOCAL ROAD SERVICE AREA ADVISORY BOARD, MATANUSKA-SUSITNA BOROUGH

**UNFINISHED BUSINESS:**

**A. Time-and-Materials versus Service Contracts for road maintenance:** Brief discussion; the Board decided to keep this topic on the Agenda until it is resolved.

**B. Draft Resolution 21-04 re stopping Superintendents' response to off-hours calls:** Terry said the Manager is working with the Union, but there has been no other response to date. Discussion followed, including "any problems with the negotiations?", the answer being we don't know; "can we call the contractor?", the answer being "no" (Terry said "call me, or the Hot-Line, or the Problem Reporter App"); "can we get additional equipment from a different source to cover for a non-performing contractor?", the answer being it's possible but there's seldom any available when needed; "we need to inform the public about the App" and it must be easy to find (Terry said it's still in the testing phase, not yet ready for roll-out to everyone). The Board decided to keep this topic on the Agenda until it is resolved.

**NEW BUSINESS:**

**A. Draft Resolution 21-05 re Adding One Road Superintendent position:** Dan Tucker moved to adopt the draft as presented, Bill Haller seconded, and discussion followed. Assemblyman Tew twice stated his opposition to the proposal, saying the annual cost of a Superintendent position is \$200,000 and the Problem Reporter App will maximize the effectiveness of the 3 existing Superintendents. Terry disputed the \$200,000 figure (Mokie said he should look at the "record" Mokie had in front of him), and several Board members noted that an "app" can only inform, not manage or direct work, and has no effect on commute distances or the impact of one Superintendent being ill. Mokie said that Public Works has "other staff" that if necessary could fill in for an absent Superintendent and asked Terry to confirm that; Terry said there is no other staff with a Superintendent's qualifications or authority, though one or two might be qualified to assist with work inspection during emergencies. Assemblyman Ron Bernier wanted to "see the numbers" before taking a position. Dan Tucker asked that the first Whereas include a reference to "the greatly increased traffic volume"; this amendment was promptly seconded and approved by unanimous voice vote, with Mike to prepare the specific language. Steve Edwards then called for a roll-call vote on the amended Resolution, resulting in unanimous approval.

**B. Draft Resolution 21-06 re reduction of the sole-source ceiling from \$25K to \$15K:** Ryan Jimenez moved to adopt the draft as presented, Dan Elliott seconded, and discussion followed. Rhonda Stark asked when the \$25,000 limit was adopted; Mike said it stemmed from a 2008 Blue Ribbon Task Force recommendation raising it from \$10,000. Bill Haller brought up the issue of annual inflation, so \$25,000 in 2008 would be \$32,660 in 2021, and \$15,000 in 2008 would be \$19,600 in 2021, to keep pace. A majority of Board members expressed opposition to lowering the ceiling, at least one suggesting it be raised to \$30,000 to reflect inflation. Assemblyman Tew then said that sole-source contracts totaled over \$2.5 million per year, with \$1.0 million going to a single contractor, according to "the record" in front of him; Mike questioned the accuracy of such figures, noting that at \$25,000 the \$2.5 million figure equals at least 100 individual contracts, or over 6 per RSA per year at that level.

Russ Krafft then spoke to "the record" being a look at sole-sourcing between \$15,000 and \$25,000 over 17 months (1.42 years, covering 2 summers and one winter), and explained the process of "competitive Quotes" and its benefits in assuring the public we're spending their tax dollars wisely; when asked if he had enough staff to handle the increased administrative workload he said "Yes". John Strassenburgh asked, through the Chair, that Russ provide the Board with a written description of that process and these new procedures for our reference. Mike then asked if we needed a Resolution tonight given the differing numbers at play; following further discussion Steve Edwards called for a roll-call vote on postponement to the next Board meeting, the result being a majority (10 to 2) in favor of postponement.

**LOCAL ROAD SERVICE AREA ADVISORY BOARD, MATANUSKA-SUSITNA BOROUGH**

**PERSONS TO BE HEARD:** None


**CORRESPONDENCE AND INFORMATION:** None

**OTHER BUSINESS:** Mike gave a very fast synopsis of: (1) Supervisor reappointment notices were sent out in October, responses due to the Clerk by end of this month; (2) Who needs a mail-out versus electronic pre-meeting packet, subject for next meeting; (3) Do we need a December meeting, the majority answer being "No".

**BOARD COMMENTS:** None.

**ADJOURNMENT:** By unanimous consent meeting adjourned at 8:46 pm.

**NEXT MEETING:** Thursday, January 20, 2022, by teleconference/Team or mixed Team/in-person.

  
Stephen Edwards, Board Chair

  
Mike Shields, Board Secretary

## LOCAL ROAD SERVICE AREA ADVISORY BOARD

**RESOLUTION 22-01**

A RESOLUTION BY THE MATANUSKA-SUSITNA BOROUGH LOCAL ROAD SERVICE AREA ADVISORY BOARD (LRSAAB) TO THE BOROUGH ASSEMBLY REGARDING THE RECENT REDUCTION IN DOLLAR-LIMIT FOR SMALL, OFTEN SHORT-NOTICE, ROAD REPAIR SOLE-SOURCE CONTRACTS

WHEREAS: A \$25k per contract limit has been utilized since 2008 by the Superintendents to quickly and efficiently repair smaller road failures; and

WHEREAS: The LRSAAB has now had the opportunity to review the recent change to reduce these small procurement contract dollar-volume caps from the current \$25k down to \$15k; analyze the misleading numbers used at our November 18 meeting and correct them as necessary; and note that inflation over the past 14 years has reduced the buying power of \$15k to \$10,400, so we seem to be returning to the pre-2008 world; and

WHEREAS: No evidence of taxpayer complaints about this program has been presented, or been encountered by Board members. The change is being justified by a Code section which encourages competition as a means of demonstrating MSB's commitment to "the best bang for the taxpayer buck", but low-bid-prevails only assures the "cheapest bang"; and

WHEREAS: This change could have a detrimental effect on efficiency and timeliness for some projects by requiring a longer process to get the contracts issued, which in late summer could mean essential repairs get postponed to the following year; and

WHEREAS: The LRSAAB believes that the general public will be adversely affected, at an accelerating rate over time, unless this change is reversed;

NOW THEREFORE BE IT RESOLVED: The LRSAAB requests that this change be reconsidered; that some evidence of recent taxpayer complaints about the \$25k sole-source cap be presented in writing; and that no additional impediments be added which interfere in efficient and timely road repairs.

Adopted by unanimous vote on January 20, 2022

Stephen Edwards *Stephen Edwards* <sup>by MSA</sup> Board Chair

Mike Shields, *Mike Shields* Board Secretary



## LOCAL ROAD SERVICE AREA ADVISORY BOARD

## RESOLUTION 22-02

A RESOLUTION BY THE MATANUSKA-SUSITNA BOROUGH LOCAL ROAD SERVICE AREA ADVISORY BOARD (LRSAAB) TO THE BOROUGH ASSEMBLY REGARDING **MSB Resolution 21-135** and **IM 21-255** DIRECTING A PILOT PROGRAM AND TEST TIME-AND-MATERIALS CONTRACT FOR BIG LAKE RSA No. 21.

WHEREAS: This advisory Board has finally been given the opportunity to review the proposed Resolution and supporting IM in a regular meeting held before their presentation on the Assembly Consent Agenda; and

WHEREAS: The LRSAAB has now reviewed those documents, plus the MSB "Road Maintenance Services and Cost Analysis" which supports the idea of a test Time-and-Materials (T&M) contract, and has the following comments:

(1) There seems ample evidence per the Analysis, some of it still to be presented, to make an MSB test contract both premature and probably redundant.

(2) There is mention in the Analysis of the required increase in contract administration (primarily work inspection) for T&M contracts, but very slight mention of it in the proposed legislation, and we already know the Borough lacks the staff to reliably handle that increase.

(3) Perhaps most troubling, there is no mention anywhere of what happens to the current RSA 21 contractor when this "test contract" is implemented; why not? By the intent of the 5-year maintenance contract, the contractor is encouraged to invest in equipment replacement and upgrade, which McKenna has done to the tune of some \$2 million; are they supposed to just eat that? Are they supposed to (even allowed to) bid on the T&M contract while absorbing the obvious financial loss? Is not this a serious ethical lapse, if not a legal breach of contract? And

WHEREAS: All of the details of contract format, bids solicitation, quality control measures, invoice validation measures, road condition monitoring and contractor call-out are left to be determined by MSB staff prior to bids solicitation, leaving us to conjecture about them rather than "review and comment" on them.

NOW THEREFORE BE IT RESOLVED: That the LRSAAB strongly recommends postponement of the proposed "pilot test contract" until the more definitive Analysis data is fully available, the above questions have been acceptably answered in writing, and a consequently more accurate total-contracting-cost estimate has been provided to the Assembly.

Adopted by unanimous vote on January 20, 2022

Stephen Edwards Stephen Edwards<sup>by MA</sup> Board Chair

Mike Shields, Mike Shields Board Secretary

CC: Borough Manager  
Public Works Director  
Transportation Advisory Board  
Borough Mayor  
Procurement Officer



**LOUISE / SUSITNA / TYONE COMMUNITY ASSOCIATION (LSTCA)**  
**BOARD MEETING MINUTES**  
**Oct 2, 2021, Lake Louise Lodge**

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The LSTCA Board Meeting was called to order at 11:09 by Joe Stam, President.

**BOARD MEMBERS PRESENT:**

Joe Stam, President  
JoAnn Hobbs  
Kerin Fassler, Secretary  
Jake Anders, Acting Treasurer (via Zoom)  
Kristina Murray, Member  
James Hastings, Member (via Zoom)

**BOARD MEMBERS NOT PRESENT:**

Wendy Simpson, Member

**COMMUNITY ATTENDEES**

Mike Fassler  
Colton Conner  
Taylor Richey  
Ken Soldin  
Pete & Eileen Probasco  
Matt  
James Carson  
Dennis Oakland  
Rhonda & Eric Carlson  
Rick & Wendy Taylor  
Brittany Watson  
Brian Italer  
Yvette Delaquito  
Matt Easterwood

**QUORUM:**

A quorum of board members was established.

The Pledge of Allegiance was led by Kerin Fassler.

**SECRETARY'S REPORT:**

The Minutes of the Jul 10, 2021, board meeting were read. Motion made by Pete Probasco to approve minutes, was seconded by Kristina Murray and MOTION PASSED.

**TREASURER'S REPORT:**

The treasurer's report was presented by Jake Anders via Zoom. Total funds available as of June 30, 2021, were \$79,554.48. \$78,243.00 is in Money Market Account, Share Draft has \$1,284.07 and Primary Share has \$27.41. We have one outstanding bill for our website domain for \$54.34. IRS did not receive our tax returns; however, our accountant provided a copy of the certified mail receipt back to the IRS and it was determined that no changes to our taxes were to be made. Kristina Murray moved to accept the report, JoAnn Hobbs seconded. MOTION PASSED.

**OLD BUSINESS:**

- Kerin Fassler gave an update on the Community Directory. Having received very little community interest in the directory by the August 1, 2021, due date it was determined by the attendees that the directory is warranted but not economically feasible to produce. A suggestion by Kerin Fassler to complete the directory and post it to our website was made. This will be a directory consisting of the community as of a specific date and not one that will be continually updating through our website. Motion made by Eileen Probasco to approve this suggestion and Kristina Murray seconded. MOTION PASSED.

- Joe Stam discussed previous projects and requested input from the Board and the Community on potential projects for the future. Ken Hobbs indicated that new windsocks need to be installed at Army Point and at the channel. He has the Army Pt. one. Potential projects include:
  - Burn pit for wood in one of the closed gravel pits.
  - Sewer dump for RVs – Jake Anders reported there is a lot of red tape to do this.
  - Continue working on road corridor for hunting.
  - Snowmachine Club has equipment in the warm-up shack available for winter use.
  - Possibly take 2 connexs, place a roof over the top and park the groomer in it when not in use.
  - Large item trash day this winter so community can haul large items across the lake easily. MSB will not pay for an additional dumpster.
- Lake Louise Snowmachine Club has requested a letter of support from the LSTCA for backup in submissions for grants to support the purchase of a new groomer. The grant requests are being worked on now and they are looking for a low hours groomer. The old groomer was sold for \$6,500 and they have received about \$5,000 in donations to date. They are also having a raffle (need not be present to win) costing \$100 per ticket. The drawing will be November 13 at the Moose Lodge in Palmer. For Q&As on the subject, see their webpage. There will also be the annual auction this spring to raise additional funds. Also, they can always use help grooming. Anyone interested in helping should speak to one of the Club Officers.

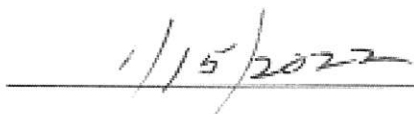
#### NEW BUSINESS:


- Interest in snow plowing the roads to the three lodges was discussed thoroughly with a consensus that although some feel the MSB should do this due to our tax payments, it is probably not going to happen. Matt Easterwood is willing to assist community members in plowing. Joe Stam motioned that \$5,000 be set aside with details to follow for the payment of plow services for 10 times each winter season for each of the three main roads. He will get a committee together to follow up with details. Kristina Murray seconded. MOTION PASSED.
- Kerin Fassler read a letter received by Joe Stam regarding a request from the Copper River Wrestling Booster Club for a donation to their wrestling program. Keegan Delaquito gave a short briefing on what the club does and how a donation would potentially be used. Kristina Murray addressed the benefits of the program as a parent. Pete Probasco described how in remote areas many of these types of organizations need community sponsorship to thrive. Kerin Fassler made the point that although we support the club as the club provides a community service to the Copper River area, we were not paying the club for community service work that was done this past summer on private property in the Lake Louise Community. Kristina Murray motioned \$500 be donated to the Wrestling Club, James Hastings seconded. MOTION PASSED.
- Community website at Lake Louise Lodge is being used enough that it was decided to not give up this service. There is no limit on data according to Jake Anders and the cost is \$102.84/month.
- James Hastings has requested a firebox be installed on the Healing Hearts property. Follow-up with fire chief, John Hicks will be made. He also indicated that there will be another wilderness training set up in the future for anyone who is interested in attending.

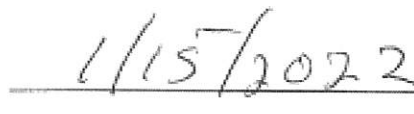
#### NEXT MEETING

The next regular board meeting will be in Jan 2022 at 11:00 location to be determined. JoAnn Hobbs motioned to adjourn, Kristina Murray seconded. MOTION PASSED. Meeting adjourned at approximately 12:54.

  
Kerin Fassler, Secretary

  
Date

  
Joe Stam, President

  
Date

# Meeting Minutes November 10, 2021

## Meadow Lakes Community Council Inc.

❖ 3 Officers required for quorum: TOTAL = YES ❖

Y Pres: Camden Yehle Y Vice Pres: Linda Conover  
N Treasurer: Andrea Scott Y Sec: Patricia Fisher  
Y Council Coordinator: Tim Swezey

❖ 13 Members of the Meadow Lakes Community required for quorum: YES ❖

**Meeting Quorum = Yes**

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**VIRTUAL MEETING CONDUCTED ON ZOOM and Streamed on Facebook.**

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

**Pledge of Allegiance:** Recited.

**Quorum:** Determination of quorum was made by the Membership Committee.

**Consent Agenda:** The Consent Agenda was passed with no objections.

**Treasurer's Report:** Highlights of the month's fiscal transactions were shared.

### **Board Reports:**

**President** Camden Yehle gave an update on MEA's schedule for the new Transmission Line. There will be a focus group meeting regarding the Line on December 15. Camden is MLCC's representative to the Focus Group. The next public hearing will be in January 2022.

There are new ATV regulations which take effect on January 1. The MLCC January meeting will include a presentation on the new regulations from Alaska State Troopers.

Camden hopes everyone will look after their neighbors now that cold weather has set in.

**Safety Chair** Chad Scott reminded all to check their stove pipes and smoke detectors.

**Gaming Chair** Ariel Cannon gave a report on gaming activity.

**Secretary** Patti Fisher reported that the Council received the grant from United Way of Mat-Su which paid for the replacement of a gate on the field, and repair of the adjacent fence.

**Council Coordinator** Tim Swezey reported that he is working on the plans for the improvements to the Park's irrigation system

**Parks and Trails Chair** Lori Benner reported that a surveyor has been found to survey the Visnaw Trail to the Little Su.

### **Presentation: Mat-Su Borough Staff, Alaska Redistricting, Pam Graham**

Pam Graham presented a power point program on the results of the Alaska Redistricting Board's decision on redistricting.

### **Old Business: None**

### **New Business:**

Camden announced that the Christmas White Elephant auction has regrettably been cancelled. Sherri Rusher reported that the Christmas Dinner Basket project will be conducted. A grant was received from the Mat-Su Health Foundation to cover a large part of the cost of the project. Donation are welcome to cover the remaining cost.



## Meeting Minutes November 10, 2021

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**Correspondence:** The Correspondence was read by Tim Swezey.

- o Drake Estates, MSB Case# 2021-169

The request is to create 8 lots from Lot2 Block 1, to be known as Drake Estates, containing 42.84 acres +/- . The plat is located east of N. Pittman Road, west of N. Suzanna Street, and directly south of W. Kathi Drive;

Comments due Nov. 12, 2021 & Public hearing Dec 16, 2021

Facebook October 22nd: <https://bit.ly/2Zmhcsq> & Documents: <https://bit.ly/3jt6k2N>

The application by Drake Estates was discussed in detail. Camden presented the draft of a letter which was prepared by Camden, and reviewed by the Board. The letter would be submitted to the Platting Board if approved by the membership at the meeting. The concerns with the application which were discussed were: 1) that the acreage is designated Wetlands, 2) the Council does not support the creation of flag pole lots, 3) that there are driveways on a curve with limited visibility, 4) the possible inadequate area for septic on Lot 5, and 5) the lack of a turn-around on lots 6 and 7 which will make Borough maintenance difficult.

A motion was made by Secretary Fisher to allow the president to complete the letter to include the concerns as discussed. The motion was seconded by Sherri Rusher. The motion was approved with 15 positive votes and 4 abstentions.

### Agency Reports:

**Senator David Wilson:** Senior Wilson reported that he is preparing for the 2022 legislative session. The ATV regulation will go into effect on January 1. Municipalities can opt out of the ordinance. Senator Wilson was asked about Trooper benefits.

**Chief Hightower, West Lake Fire:** The Chief gave an update on the activities of the fire department. The Fire Department is again making safety presentations in the schools. They are installing smoke and CO2 alarms, and have driveway address signs for residents. The chief recognized members of the department who had been given awards for excellent service.

**Representative Kevin McCabe:** Representative McCabe announced there is the Veterans' Day celebration at the Veterans' wall in Wasilla. He recognizes that Trooper retention is important, and is concerned about addressing the PFD issue during the coming legislation session.

**Persons to be Heard:** None

The meeting was adjourned at 9:00 pm.



Camden Yehle, President Date 1/14/22

\_\_\_\_\_  
Patricia Fisher, Secretary Date



The regular meeting of the Matanuska-Susitna Borough Platting Board was held on November 18, 2021, 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 Chair LaMarr Anderson.

**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 Seat #1  
Mr. LaMarr Anderson, District Seat #2, Chair  
Mr. Dan Bush, District Seat #4  
Mr. Dennis Vau Dell, District Seat #5  
Mr. Wilfred Fernandez, District Seat #6, Vice Chair  
Mr. Alan Leonard, District Seat #7

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Platting Board members absent and excused were:

Mr. John Shadrach, District Seat #3  
Ms. Barbara Doty, Alternate  
Ms. Amanda Salmon, Alternate

Staff in attendance:

Mr. Fred Wagner, Platting Officer  
Ms. Sloan Von Gunten, Platting Administrative Specialist

**B. THE PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Mr. Pio Cottini.

**C. APPROVAL OF THE AGENDA**

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

GENERAL CONSENT: The agenda was approved without objections.

**2. APPROVAL OF MINUTES**

Chair Anderson inquired if there were any changes to the minutes for October 7, 2021.

GENERAL CONSENT: The minutes for October 7, 2021 were approved without objections.

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

**4. UNFINISHED BUSINESS: Quasi-Judicial Matters**  
*(There is no Unfinished Business)*

**5. RECONSIDERATIONS/APPEALS**  
*(There are no Reconsiderations/Appeals)*

**6. PUBLIC HEARINGS: Quasi-Judicial Matters**  
*(There are no Public Hearings)*

**7. ITEMS OF BUSINESS & MISCELLANEOUS**

**A. 2022 Platting Board Schedule.**

The Platting Clerk gave a brief overview of the 2022 Platting Board schedule for the New Year.

MOTION: Platting Member Vau Dell moved to approve the 2022 Platting Board Schedule.  
The motion was seconded by Platting Member Leonard.

VOTE: The motion passed with all in favor by general consent.

**B. Review the Platting Board Policy & Procedure Manual, Section #9.**

The Platting clerk gave a brief overview of staff's write up for the Policy and Procedure Manual.

The board members started discussion of the policy & procedure manual.

**TIME: 1:24 P.M.**

**CD: 022:16**

**BREAK**

**TIME: 1:35 P.M.**

**CD: 0:34:13**

MOTION: Platting Member Vau Dell moved to remove the parentheses and the wordage in under reconsiderations. The motion was seconded by Platting Member Bush.

Discussion ensued on what should be written in the Policy & Procedure Manual.

Platting Member Vau Dell withdrew his motion.

MOTION: Platting Member Vau Dell moved to remove the wordage of Quasi-Judicial & legislative in parentheses under reconsiderations. The motion was seconded by Platting Member Leonard.

More Discussion by the platting Board on wordage.

**TIME: 1:55 P.M.**

**CD: 0:55:18**

**BREAK**

**TIME: 1:59 P.M.**

**CD: 0:58:38**

Platting Member Vau Dell amended his motion to include staffs wordage into his motion.

**POLICY & PROCEDURE WORDAGE:**

**(9) RECONSIDERATION**

A. Reconsideration by interested parties are outlined in MSB Title 43.35.005.

B. A Motion to reconsider a vote . . .

(1) A proper motion to reconsider suspends implementation and effect . . .

(2) Only one motion to reconsider shall be . . .

VOTE:           The motion passed with all in favor by general consent.

**C. Special Meeting Session on Title 43 White Board List.**

- Fred Wagner, The Platting Officer, Presented the White Board List Packet and went through the current items.

**Item #7-11**     Staff will be working on these items with surveyors. These items are on hold.

**Item #12**       Staff will be working on a resolution for this item. Will come back before the board in the next month.

**Item #13**       Staff will be working on changing the wordage and re-write for cutbanks the next time the white board list is worked on.

**Item #14**       Staff will be working on changing the wordage and re-write for Appeals the next time the white board list is worked on.

**Item #15**       Mr. Wagner gave an explanation on removing this item from the white board list.

**Item #16**       Staff will be working on a resolution for this item. Will come back before the board in the next month.

**Item #17**       Staff will be working on changing the wordage and re-write for MSB 43.15.049(G) and 43.15.016 (H)(6) the next time the white board list is worked on.

**Item #18**       Mr. Wagner Gave an explanation on removing this item from the white board list.

**TIME: 2:55 P.M.**

**CD: 01:53:27**

**BREAK**

**TIME: 3:00 P.M.**

**CD: 01:59:02**

- Item #19** Staff will be working on changing the wordage and re-write the next time the white board list is worked on.
- Item #20** Staff will be working on this item with surveyors. This item is on hold.
- Item #21** Mr. Wagner explained this item is not needed and removed this item from the white board list.
- Item #22** Staff will be working on changing the wordage and re-write for the next time the white board list is being worked on.
- Item #23** Mr. Wagner explained this item is not needed and removed this item from the white board list.

#### **8. PLATTING STAFF & OFFICER COMMENTS**

- A. Adjudicatory (*if needed*)
- B. Upcoming Platting Board Agenda Items

Mr. Wagner provided a brief update on the Platting Board schedule. The next meeting will be December 2, 2021. Will have the new re-write on Title 43 white board list packet with the changes being made. Will also start writing the Resolutions for the white board list. Update the board on the hiring status of the Platting Assistant.

Ms. Von Gunten stated that the resolution for the policy & procedure will be given to them in next month's meeting.

#### **9. BOARD COMMENTS**

- Platting Member Vau Dell commented on the white board list.
- Platting Member Leonard thanked staff for their work.
- Platting Member Cottini had no comments.
- Platting Member Fernandez had no comments.
- Platting Member Bush had no comments.
- Platting Member Anderson thanked staff and the board for their work.



**10. ADJOURNMENT**

With no further business to come before the Platting Board, Chair Anderson adjourned the meeting at 3:31 p.m. (CD: 02:31:45)

  
LAMARR ANDERSON,  
Platting Board Chair

ATTEST:

  
SLOAN VON GUNTEN,  
Platting Board Clerk

*Minutes approved: December 16, 2021*

**MATANUSKA-SUSITNA BOROUGH  
PLATTING BOARD RESOLUTION No. 2021-137**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLATTING BOARD  
ADOPTING THE POLICIES AND PROCEDURES MANUAL, THIRD EDITION.

---

WHEREAS, the Platting Board wishes to ensure consistent processes and descisions on actions before them; and

WHEREAS, a policies and procedures manual has been compiled to provide a resource for platting board members and the platting officer to locate policies and procedures affecting Platting Baord Meetings and actions. This document shall be used as a guide in conjunction with MSB Title 43, Roberts Rules of Order and other applicable documents; and

WHEREAS, MSB 43.10.045 RULE OF PROCEDURE states:

(A) The board may, by resolution, adopt its own written rules of procedure, consistent with this title, governing the conduct of its proceedings. In all matters of procedure not governed by such rules or this title, the current edition of Robert's Rules of Order, Newly Revised, shall govern.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Platting Board does hereby adopt the Platting Board Policies and Procedures Manual, Third Edition, dated December 16, 2021; and

BE IT FUTHER RESOLVED that adoption of this manual repeals and replaces all policies previously adopted by the Platting Board.

ADOPTED by the Matanuska-Susitna Borough Platting Board this 16<sup>th</sup> day of December, 2021.

  
LaMarr Anderson,  
Platting Board Chair

ATTEST:

  
SLOAN VON GUNTEN,  
Platting Board Clerk

(SEAL)



YES: Anderson, Vau Dell, Cottini, Leonard, Fernandez, Bush  
NO:

South Colony RSA 16  
Minutes  
October 20, 2021 3:00 PM

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CLERKS OFFICE

Call to Order – 3:05

Pledge of Allegiance

Roll Call & Quorum – Phil Cobb, Rhonda Stark, Jim Jensen, Will Barrickman, Cole Branham, Stephanie Nowers, Kelly Gordon, Karen Felt

Persons to be heard – Kelly Gordon & Karen Felts

Agenda – Phil moved we approve

Minutes – Phil moved to accept, Rhonda seconded

**Staff Reports –**

Will Barrickman - Additional maintenance – two projects – North Nugget Cir – widened, straightened and turn around for safety \$12,250.00, E Hilda Rose Rd– drainage issue and needed to be mitigated - PO issued for infiltration ditch dig that will catch the water \$5350.00. Next season a bit more ditching if needed.

Contractors grading and prepping for winter, salt and sand being delivered.

Cole Branham - See notes (2) projects – Joanne Dr complete, Grandview off of the Glenn and moved road out of railroad right of way – 95% complete but almost done. A few projects in design and Kilkenny in 35% design, Lady Sipper, Lingenberry, Caulkins – design just awarded, LaWalter Rd, Twig, Ticks and Pace hope to have surveyed and designed and completed next Fall.

Jim Jensen – Gearing up for winter, all moving along well and waiting on what might be coming up for federal funds but are expecting quite a bit of work next year. MOA has written but don't know where it is at right now. Might have to add in some roads into contract.

**Unfinished business –**

Boyd Rd. update – Signs have not yet arrived. Jamie is collecting data on speed bumps. Talked to Terry and found they are about two weeks out and once in maintenance can get installed. Speed bumps cannot be put on hills so doing some study on traffic calming.

Valley is growing and more and more people on the roads – may be space for ROW for walking/bike path. Kelly commented on other neighborhoods getting bike paths. Palmer Fishhook bike path is in the bond package. Boyd is a collector road. Discussion of bike path potential.

**New Business**

RIP List and Resolution 21-003



Cole gave overview of RIP list – much unfunded but much also designed and waiting for funds. Takes about a year for project to be designed and ready for bid. Funds received in July.

Discussion about RIP List

Rhonda moved to approve Resolution 21-003 approving 2022 road service area improvement plan for improvement projects. Phil seconded.

Discussion of new policy not allowing superintendent response to off hour calls.

Will's perspective – feels it is not letting him do his job, and keep from being in contact with RSAs, u nor respond to emergency calls. Phone has to be muted as soon as he clocks out at end of the day.

Jim – has been directed to limit after hours emails that are non-emergency. Phone calls not yet affected. If phone call is a non-emergency then must wait until the following day.

Discussion of Time and Materials vs Fixed Rate contract –

Adding superintendents – Phil strongly feels with Mat-su growth and road additions a fourth superintendent is merited. Will be discussed tomorrow night at monthly meeting and will wait to see what happens there.

Stephanie Nowers asked to add in a few items – update from assembly meeting last night - some money for paving that came in from Parks Hwy –

Jim – 10 million dollar grant from state for paving roads and a list of roads is being worked on. There will be a lot of paving. Most likely roads that really need to just get paved such as Pt. Mac Rd which is getting serious over use right now.

Stephanie – 12 million dollars to go out for bonds for roads - Hermon, and Hemmer PW highway to Bogard.

Nov 2 – 60 mil bond package on ballot

Last night assembly meeting – Glenn Hwy lighting project did come up and assembly has given blessing to mayor.

Next meeting January 12, 3:00

Adjourn 4:10.

*Phil Cobb*  
*Rhonda Stark 1/12/22*

**Meeting Minutes**  
December 2, 2021 7:00pm  
Upper Susitna Senior & Community Center

- I. Establish Quorum – Ned Sparks, Joe Pride, Brian Kirby & Clark Smith.
- II. Call Meeting to Order – 6:58pm
- III. Pledge of Allegiance
- IV. Approval of Meeting Agenda
  - a. Motion by: Brian Kirby
  - b. 2<sup>nd</sup> by: Joe Pride
  - c.
- V. Approval of Meeting Minutes
  - a. Motion by: Brian Kirby
  - b. 2<sup>nd</sup> by: Joe Pride
  - c.
- VI. Treasurer's Report
  - a. Checking Account – \$9737.00
  - b. Savings Account – \$225.85
- VII. Persons to be Heard (suggested 3 minutes each)
  - a. Charlie Belotti- Garbage and vehicles being brought across his property and the powerline by his property. The borough and MEA will not step in to help with the situation.
  - b.
- VIII. Correspondence –
  - a.
  - b.
- IX. Committee and Governmental Reports
  - a. **Road Service Areas (15 & 29)** – N/A
  - b. **Borough Assembly Update** – Tam Boeve informed the council that the borough approved the two paid positions for the Willow/Caswell fire Departments.
  - c. **Neighborhood Watch / Community Safety Update**— Have been doing patrols around local areas. If there are any houses or structures that need to be secured or watched after contact Neighborhood watch.
  - d. **Fire District Update** – N/A
- X. Old Business
  - a. **Fundraising Committee**- Tabled until Spring.
  - b. **Park Properties**- The Montana Creek property is already slated to be sold; it is no longer an option. The Sunshine property may be the only option.
  - c. **Trooper Station**- Need to contact Willow, Talkeetna and Trapper Creek to get everyone on the same page.
- XI. New Business
  - a. Apply for the next round of CAP Grant funding
  - b.
  - c.
- XII. Adjournment – 8:14pm

*Clark L. Smith*  
*RN Sparks*  
*1/06/22*

WEST LAKES FSA  
BOARD OF SUPERVISORS MEETING

RECEIVED  
JAN 13 2022  
CLERKS OFFICE

**West Lakes Public Safety Building Station 73  
10073 W. Parks Hwy.  
Wasilla, AK 99623  
December 13<sup>th</sup>, 2021**

**MEETING MINUTES**

**I. CALL TO ORDER**

The meeting of the West Lakes Fire Service Area Board of Supervisors was called to order at **6:02 PM** by Chairman Cathi Kramer on December 13<sup>th</sup>, 2021.

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

**Board members establishing quorums:**

*West Lakes Fire Service Area Board of Supervisors:*

Cathi Kramer – Chair, Cindy Michaelson – Vice Chair, Steve Simpson, Randy Newcomb (Via Telephone) and Larry Fetchenhier,

*Present from West Lakes:*

Chief Tawnya Hightower, and Admin Assistant Theresa Elliott

*Also Present:*

Deputy Director Brian Davis and Firefighter Stephen Robertson.

**III. PLEDGE OF ALLEGIANCE**

Cathi Kramer led the Pledge of Allegiance.

**IV. APPROVAL OF AGENDA**

**MOTION:** Larry Fetchenhier moved to approve the agenda.

Steve Simpson second the motion.

**VOTE:** Motion passed unanimously.

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

**MOTION:** Steve Simpson moved to approve November 8<sup>th</sup>, 2021 meeting minutes as written, Randy Newcomb second the motion.

**VOTE:** Motion passed unanimously.

**VI. ANNOUNCEMENTS**

**A. None**

**VII. CHIEF'S REPORT**

**District Chief's Report – Tawnya Hightower**



WEST LAKES FSA  
BOARD OF SUPERVISORS MEETING

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- **Emergency Calls**
  - November – 70 emergency Calls.
- **Prevention and Education**
  - 29 Installed Smoke Alarms
  - 5 Installed CO Detectors
  - 1 Driveway address sign
- **Training**
  - Medical First Responder
  - Thermal Imager
  - Annual Refreshers
    - Haz-Mat
    - Blood Borne Pathogens
    - HIPPA
- **Highlights**
  - Over night shifts staffed for extreme weather.
  - Flu Shot, PPD, and fit test clinic held at Station 73.
  - Borough Elections; Station 73 Polling Location.
  - Rising costs, limited quantities, slow shipping times.
  - New pumper tender is on the production line. 50% meeting coming up.
- **Project Updates**
  - **CIP's FY 2023**
    - Still waiting on government bids for new CV's & SV's.
    - Training Complex Station 82 – Paving and grounds & pad improvement.
    - 21417 W. Susitna Parkway Purinton Parkway BLK 1 LOT 1 – Land, well and utility development; level, gravel fill, and well drilling for future fire station.

**VIII. UNFINISHED BUSINESS**

**A. None to be heard**

**IX. NEW BUSINESS**

**A. 2022 BOS Meeting Schedule**

- X. **MOTION:** Cindy Michaelson moved to approve the 2022 BOS meeting schedule.  
Steve Simpson second the motion.  
**VOTE:** Motion passed unanimously.

**XI. PERSONS TO BE HEARD**

- A. **Deputy Director Davis** – Evaluating the Covid situation monthly. Have avoided cluster outbreaks.
- B. **Chief Hightower** – Annual appreciation event has been postponed, hopefully it will be possible in February.

**XII. ADJOURNMENT MOTION:** Cathi Kramer asked to adjourn meeting.

**VOTE:** Motion passed unanimously  
Meeting adjourned at **6:48 PM**



WEST LAKES FSA  
BOARD OF SUPERVISORS MEETING

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Cathi Kramer - BOS Chair

Cathi Kramer - Chairman West Lakes FSA B.O.S.

ATTEST:

Theresa Elliott

Theresa Elliott - Admin Assistant, West Lakes FSA B.O.S.

Minutes approved on 1/10/2022 (West Lakes FSA B.O.S.)

# WEST LAKES FIRE SERVICE AREA

## Board of Supervisors

P.O. Box 520869, Big Lake, Alaska 99652-0869



### BOARD OF SUPERVISORS

Cathi Kramer, Chair  
Cindy Michaelson, Vice Chair  
Randy Newcomb  
Larry Fetchenhier  
Steve Simpson

### DISTRICT CHIEF

Tawnya Hightower

### 2022 Meeting Schedule

6:00 PM

Public Safety Building Station 73  
10073 W. Parks Hwy, Wasilla, Alaska

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## DRAFT

January 10, 2022

February 7, 2022 (Note a week early to avoid Valentine's Day)

March 14, 2022

April 11, 2022

May 9, 2022- Joint Meeting with Central BOS @ Station 7-3 (WL Host)

June 13, 2022

July 11, 2022

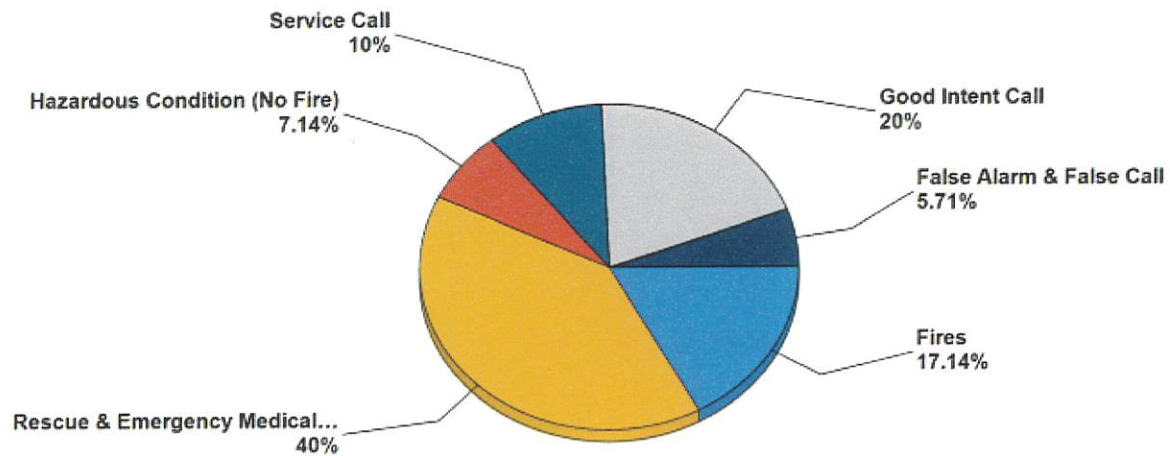
August 8, 2022

September 12, 2022

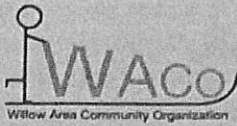
October 10, 2022

November 14, 2022- Joint Meeting with Central BOS @ Station 6-2 (Central Host)

December 12, 2022



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	12	17.14%
Rescue & Emergency Medical Service	28	40%
Hazardous Condition (No Fire)	5	7.14%
Service Call	7	10%
Good Intent Call	14	20%
False Alarm & False Call	4	5.71%
<b>TOTAL</b>	<b>70</b>	<b>100%</b>



RECEIVED  
JAN 20 2022  
CLERKS OFFICE

Willow Area Community Organization

P.O. Box 1027 - Willow - AK 99688

907-495-6633 [www.waco-ak.org](http://www.waco-ak.org)

## MEETING MINUTES

Date: November 3, 2021

Occasion: General Board Meeting

CALLED TO ORDER: 704PM

QUORUM: 7 BOARD MEMBERS – 17 COMMUNITY MEMBERS - WACO MTG of 11/3 attendees:

Chris Stitt, Al Felt, Julie Mitchell, Lisa & Mark & Kayli Schooler-Nuss, Tryg Erickson, Tam Boeve, Victor Snell, Debbie Cook, Maura & John Shea, Brenda McCain, Cheryl Fuglestad, Tom & Lynn Phillips, Steve Charles, Barb Ensley, Carol Goetz, Linda Oxley, Jesse Sumner (very briefly), Matt Adams, Wes McClure (at about 9p joined), Ron Bernier ( at about 9p joined).

PLEDGE - deferred

APPROVAL OF MINUTES FROM August MEETING: Approved

APPROVAL OF MINUTES FROM October MEETING: Approved

Adding to current agenda, permission to go to the assembly to thank Vern Halter and Tam Boeve.

Add Willow Junior 100

Youth Forum meeting on 11/4 cancelled.

**Borough Assembly Report - Tam Boeve –**

Ron Bernier was voted in as the next assembly person. Edna DeVries was elected the new Mat Su Mayor and the road package passed. 16 November will be the swearing in for new members.

Linda advised the AV system will need to be upgraded.

## UNFINISHED BUSINESS

Linda addressed 3 draft motions for when and how to reopen the Community Center. Open fully, close for November or open with mitigated rules and putting up good signage.

Motion was made by Trygve directing that the Community Center be available for rental and use under the customary conditions. The Chair or her designee is also requested to have strong signage recommending masking, distancing and hand sanitizing as a demonstration of respect for other users. Motion carried 7-1. Chris 2nded. It was also amended to have no use of the kitchen. Passed 8-0

Matt Adams with Church Mutual went over the details of what a policy with them would look like going forward. The Ice Rink would be covered. CERT would be covered in a regular training capacity but would not be covered in emergency situations. This would be a multi-peril policy with several coverages. This special form policy would have the following exclusions: communicable diseases, snow machine races and Carnival. Matt advised it is easier to just pick up special event coverage for Carnival. Matt will also



be pursuing special event coverage for the Poker Run. The building is covered at 1 million in liability and we can insure for whatever value we have in equipment etc. Matt also recommended covering the park pavilion for full replacement. Coverage pricing for the deck, fencing and kiosks will also be considered in the updated draft. Matt will be cleaning up the details of the policy and resending for review.

The 4th of July and BBQ are included and with the special form, anything that is not mentioned is covered except for the 3 exclusions above. We would also be covered at 1million for any incident with up to 3 incidents covered per year.

Al has taken care of workmans comp separately.

Linda advised all clarifying info would be sent out by Matt and we will address the insurance again at the 1 December meeting which was unanimously agreed.

WILLOW JR 100 – Chris – The Willow Jr 100 will be 11 and 12 February 2022 and is now in its 15<sup>th</sup> year. 12 kids are signed up so far. Chris is submitting a request for 500.00 from the board for costs. Trygve moved to meet the request for 500.00 and Barb 2nded. Approved.

FIRE CHIEF – Successful Trunk or Treat. A lot of calls last month. A lot of them due to covid. Advised the fogger is non-toxic using a solution of vinegar and salt water.

LIBRARY – Julie – 14 trunks participated in Trunk or Treat this year. There were over 200 kids and 2 fire trucks.

**DOG MUSHERS – N/A**

**LIONS CLUB** - The Lions Club had a successful little Halloween on the Shempete Trail.

**PTA – N/A**

**GARDEN CLUB – N/A**

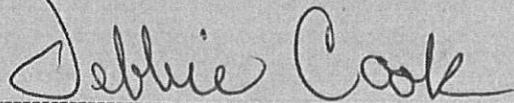
**ICE – Wes** – The rink is being modified and will be ready to go as soon as winter hits.

**Health – Brenda** – Vaccine Clinic at the elementary school 4 Nov. and Talkeetna 5 Nov.

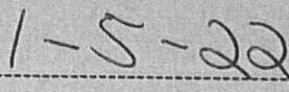
Ron Bernier tuned in at the end of the meeting to say hi and please contact him if we have any questions.

ADJOURN 935PM

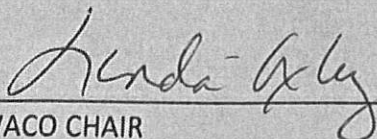
Respectfully submitted,  
Debbie Cook



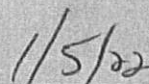
WACO SECRETARY



DATE

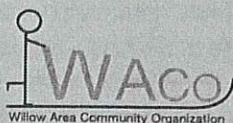


WACO CHAIR



DATE





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Willow Area Community Organization

P.O. Box 1027 - Willow - AK 99688

907-495-6633 [www.waco-ak.org](http://www.waco-ak.org)

#### MEETING MINUTES

Date: December 1, 2021

Occasion: General Board Meeting

CALLED TO ORDER: 700PM

QUORUM: 6 BOARD MEMBERS – 8 COMMUNITY MEMBERS

PLEDGE of allegiance

APPROVAL OF NOVEMBER MINUTES DEFERRED TO NEXT MEETING

AGENDA APPROVED

Lisa has officially resigned. Chris has stepped in to hold Vice chair position until the end of the term in April 2022. Trygve motioned to approve Chris as Vice Chair, 2nded by Debbie and unanimously approved.

Steve put through a proposal to the state for a grant for Pickle Ball and received 1000.00 which was used to purchase Pickle Ball equipment. Pickle Ball will be open to the public. Trygve motioned to recognize Pickle Ball as an official club in Willow. 2nded by Debbie and unanimously approved. Jan and Maura will be heading up the Pickle Ball Club.

#### UNFINISHED BUSINESS

Discussed liability insurance. Our current policy with Integra is 3776.00 plus a 250.00 broker fee. Integra advised that we have just about outgrown what they can do for us.

Church Mutual advised that after personalized adjustments to our needs a policy would be 5500.00 – 6200.00 and they will not charge a broker fee. Special form coverage would cover us for anything not mentioned whereas we are currently only covered for things that are mentioned. Only thing not covered would be Winter Carnival. All park structures and the ice rink would be covered. Linda could set up a ZOOM meeting to discuss insurance needs with Clay regarding ice rink. All insurances use the same special event coverage so that would not be different.

Trygve motioned to accept Church Mutual insurance proposal, Debbie 2nded and unanimously approved.

Kitchen use – Linda proposed to modify non-use of kitchen to allow the Jonsers monthly use for their business needs. Trygve motioned approval, Debbie 2nded, unanimously approved. All other use of the kitchen is otherwise closed. The kitchen hood was brought up to code and a large piece of foam has temporarily been placed in it to avoid airflow until further remedy can be reached. Sabrina will move the foam as a part of her duties.

#### Punch List -

Sprinkler heads are still being figured out. More cages are needed as accidental bumping could set them off and currently to only recourse would be to call the Fire Dept. to shut the water off.

Trygve is now in the loop to find out about protecting the fire alarms.



There is concern about the drainage ditch behind the community center. If there is a lot of snow, there could be backed up drainage which could become a safety hazard as there is a kids playground nearby. We now have 2 propane tanks – one for the kitchen and one for the library fireplace.

Offering any unused or unwanted furniture to Willow Rose or otherwise give away.

Lions Club will be putting the display case back in the hallway. Unwanted display cases can go to the Log Cabin.

Discussed the current AV system and whether or not it should be replaced. Tam advised they were told we have an excellent system in very good shape. We may need to make adjustments to placement on the walls but there is room for it.

Tam spoke to the borough and there are still some funds to be used to finish some things in the community center renovation. This would be under a different contractor.

We will also need to look into cleaning of the stage curtains in the future as they need it badly.

Chris's husband Mike offered to paint the inside walls of the CC at no charge if we get everything taped off. Chris is meeting with someone regarding free paint that would just need tinting. Tam advised Chris to speak with Jim Jensen as far as possible funds to help with paint and other finishing items.

White's cleaning service gave an estimate of 1500.00 to thoroughly clean the CC starting this weekend with kitchen except dishes. A new vacuum is also needed and Sabrina gave an estimated of 450.00 for a new one. Trygve moved to spend 2000.00 to clean the CC and purchase a new vacuum. Chris 2nded and unanimously approved.

There are 8 keys for the community center and we need to decide who should have them.

LIBRARY – Julie – consent agenda.

DOG MUSHERS – N/A

LIONS CLUB - Will be getting a Giving Tree to the library. Will be cleaning the upstairs and moving everything to one spot. The Parade of Trees will be 17&18 December.

WHWF – meeting 7pm tomorrow night at the library.

Fire – hiring a 2<sup>nd</sup> full time position and splitting the cost with Caswell.

PTA –GARDEN CLUB – ICE - N/A

Persons to be Heard

Tom – Road Service meeting 630pm on 8 December for all road concerns.

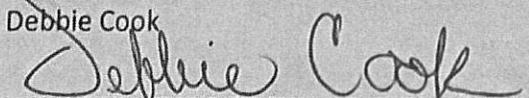
Barb – Long Lake, Emsweiler Lake and Crystal Lake are all marked.

Linda – Youth Meeting tomorrow and Carnival Meeting 20 December.

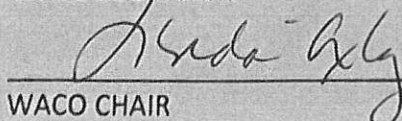
840pm adjourned

Respectfully submitted,

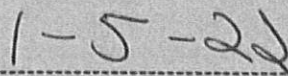
Debbie Cook



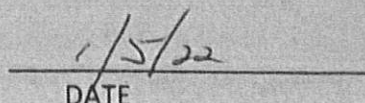
WACO SECRETARY



WACO CHAIR



DATE



DATE