

The regular meeting of the Matanuska-Susitna Borough Abbreviated Plat Hearing was held on March 19, 2025, at the Matanuska-Susitna Borough, Assembly Chambers, located at 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 8:30 a.m. by Platting Officer Fred Wagner.

RECEIVED

MAR 26 2025

CLERKS OFFICE

**1. INTRODUCTION**

**A. Introduction of Staff**

Staff in Attendance:

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

**2. UNFINISHED BUSINESS:**

(None)

**3. PUBLIC HEARINGS:**

- A. LOT 8A BURKE SHORE ADD 3:** The request is to create one lot from Lots 8 and 9, Block A, Burke Shore Addn. No.3, Plat 63-4, to be known as LOT 8A Burke Shore Addn. No. 3, containing .98 acres +/- (Tax ID's 6053B0AL008 & 6053B0AL009). The plat is located directly north of W. Northshore Drive, located within the SE ¼ Section 20, Township 17 North, Range 03 west, Seward Meridian, Alaska. In the Big Lake Community Council and Assembly District #5. (Petitioner/Owner: Paul & Lorraine Wyles, Staff: Chris Curlin, Case #2025-017)

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

Ms. Kayla Kinneen provided the mailing report.

- Stated that 38 public hearing notices were mailed out on February 26, 2025.

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

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

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

The petitioner's representative, Owen Dicks, agrees to the conditions of approval.

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

- B. QUESTED:** The request is to create 1 lot from Block 7, Lots 1, 2, and 3 of Windsong Subdivision, Plat No. 76-110, to be known as Quested Subdivision, containing 1.56 acres +/- (Tax ID# 1169B07L001, L002, L003) The plat is located directly North of E. Baker Boulevard, directly East of S. River Drive, and West of E. Wycoff Drive; located within the SE ¼ Section 08, Township 16 North, Range 02 East, Seward Meridian, Alaska. In the South Knik Community Council and in Assembly District #1. (Petitioner/Owner: Gerard Quested, Staff: Wyatt Anderson, Case #2025-022)

all  
cm

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

Ms. Kayla Kinneen provided the mailing report.

- Stated that 64 public hearing notices were mailed out on February 25, 2025.

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

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

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

The petitioner's representative, Lisa Gray, agrees to the conditions of approval.

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

- C. **KROSTEK ACRES:** The request is to create two lots from Parcel 1, MSB Waiver 95-11-PWm, recorded in Book 804 at Page 290 to be known as Krostek Acres, containing 8.85 acres +/- (Tax ID# 18N02E19C009) The property is located directly north of N. Palmer-Fishhook Road and west of N. Farm Loop; within Section 19, Township 18 North, Range 02 East, Seward Meridian, Alaska. In the Farm Loop Community Council and Assembly District #1. (*Petitioner/Owner: William Krostek, Staff: Chris Curlin, Case #2025-028*)

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

Ms. Kayla Kinneen provided the mailing report.

- Stated that 26 public hearing notices were mailed out on February 25, 2025.

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

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

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

The petitioner's representative was not present but did previously call the Platting Office and stated they agree to the conditions of approval.

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

- D. **ASA HILLS:** The request is to create four lots from Lot 21, Block 3, North Country Estates, (Plat#79-295), to be known as Asa Hills, containing 3.70 acres +/-, (Tax ID#1628B03L021). The property is located directly north of W. Harvest Loop and east of W. Pipestone Drive; within Section 17, Township 17 North, Range 01 West, Seward Meridian, Alaska. In the City of Wasilla and Assembly District #4. (*Petitioner/Owner: Kovs, LLC, Staff: Chris Curlin, Case #2025-029*)

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

Ms. Kayla Kinneen provided the mailing report.

- Stated that 59 public hearing notices were mailed out on February 25, 2025.

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

The following persons spoke:

- Robert Pettit

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

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

The petitioner's representative, Owen Dicks, agrees to the conditions of approval.

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

#### 4. ADJOURNMENT

With no further business to come before the Platting Officer, Fred Wagner adjourned the meeting at 8:39 a.m.



FRED WAGNER, PLS  
Platting Officer

ATTEST:



KAYLA KINNEEN,  
Platting Administrative Specialist

MATANUSKA-SUSITNA BOROUGH

ANIMAL CARE AND REGULATION BOARD

IN RE: )  
 )  
Appeal of the Protective Custody )  
Written Administrative Order of Kisima )  
 )  
Ceirnan Morriss, Appellant ) AC&R Case No. 25-04  
 )  
 )  
\_\_\_\_\_ )

**NOTICE OF RIGHT TO APPEAL AND FINAL DECISION**

NOTICE IS HEREBY GIVEN, that the Animal Care and Regulation Board, on April 2, 2025, rendered the following decision. This decision is a final decision and may be appealed to Superior Court within 30 days of the date of distribution pursuant to MSB 24.30.050 and the Alaska Rules of Appellate Procedure, Part VI, Rules 601-612.

**FINDINGS**

1. The incident which involved the animal, Kisima occurred on or about February 23, 2025, and is described in the Protective Custody Written Release Order, which was issued by the Chief Animal Care and Regulation Officer on February 24, 2025.
2. Kisima was found running at large by a citizen and eventually dropped at the night drop protective custody kennel at the shelter.

3. Officer Brown performed an intake screening and determined that Kisima has a body condition score of 2/9 based on the American Animal Hospital Association Guidelines.
4. She describes Kisima as having very little to no palpable fat, prominent hip bones, and vertebrae.
5. Officer Brown noted that Kisima had matted fur on her tail, legs, and belly.
6. Officer Brown was able to locate a microchip and contacted the person it was registered to who was Bethany Scelzer.
7. Ms. Scelzer confirmed that name of the person who purchased Kisima from her was Ceirnan Morriss and advised that if the owner did not claim Kisima, that she would like to claim her.
8. The shelter Veterinarian exam as noted on page 6 of the record on appeal states, "Very social and friendly, cooperative for exam. Food motivated, readily takes treats. MM are pink, CRT 2 seconds. Grade 1 periodontitis. EENT normal. HR 100, NSR, no murmurs ausculted [sic]. Normal BV noise bilaterally. Thin, estimate 30% at least underweight. Ideal weight estimated at approximately 80lb. i.5/1 BCS. Long overgrown toenails. Generalized loose, matting. Heaviest matting over the tail and cervical area. Abdomen-palpitation NSF. No OHE scare ventral abdomen, presume intact female. Assessment: Underweight by 30%, long

overgrown nails and matted fur. Needs grooming. Nice disposition."

9. On February 24, 2025, Ciernan Morriss came to the shelter and claimed Kisima and was issued the written release order which he signed and accepted and is the subject of this appeal.
10. In the application for appeal, the appellant noted that, "We are appealing the assessment of Kisima's condition as reported by animal control's veterinary report. There are significant inconsistencies within their own report. Officer Brown did not accurately describe Kisima's condition to me on the phone as compared to the report. The report and Officer Brown's opinion do not align [sic] with Kisima's veterinarian's assessment of 02/25/25 and 02/26/25."
11. Code does give the Board authority to modify a written administrative order but does not give the Board authority to modify a veterinarian's professional assessment of an animal.
12. The appellant did not appear at the appeal hearing. Staff attempted to reach the appellant by the number listed on the appeal form and by the number of what is believed to be his mother, as contained in the record.

13. The board did not take testimony of the parties due to the appellant's absence, but did decide to enter into adjudicatory session.

### CONCLUSIONS

Based upon the above Findings, the Animal Care and Regulation Board now makes the following Conclusions:

1. The Animal Care and Regulation Board has appellate jurisdiction over this matter pursuant to MSB 24.30.020(A)(3), written administrative orders with the exception of forfeitures.
2. Pursuant to MSB 24.30.040(C)(1), The animal care and regulation board shall give deference to the written administrative order issued by the chief animal care and regulation officer if the decision of the chief animal care and regulation officer is supported by the substantial evidence in the record. "Substantial evidence" means the relevant evidence a reasonable mind might accept as adequate to support a conclusion.
3. Pursuant to MSB 24.30.040(C)(2), The animal care and regulation board may affirm, reverse, or modify the classification of an animal as a Level 1 or 2 classification and may modify the written administrative order issued by the chief animal care and regulation officer. However, the mandatory conditions set forth in

MSB 24.26.040 if the animal is classified as a Level 1 or 2 shall not be modified by the board.

4. The Chief Animal Care and Regulation Officer has the authority under MSB 24.05.100(A) to issue a protective custody order as it pertains to AC&R 25-04.

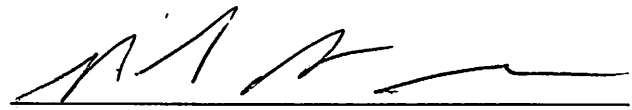
ORDER

Based upon the above Findings and Conclusions, and upon the fact that the appellant did not appear at the appeal hearing, the Animal Care and Regulation Board now makes the following final decision:

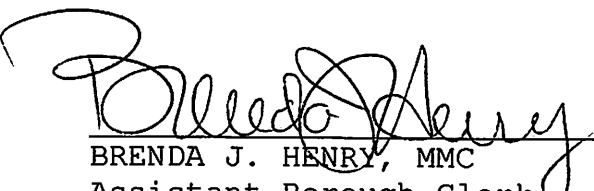
The Animal Care and Regulation Board affirms the Protective Custody Written Release Order of Kisima as issued by the Chief Animal Care and Regulation Officer.

DATED at Palmer, Alaska this 2 day of April, 2025.

MATANUSKA-SUSITNA BOROUGH  
ANIMAL CARE AND REGULATION BOARD

  
DANIEL BOWEN, Acting Chair

ATTEST:

  
BRENDA J. HENRY, MMC  
Assistant Borough Clerk



RECEIVED

MAR 21 2025

CLERKS OFFICE

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

**REGULAR MEETING by TELECONFERENCE/TEAMS and IN PERSON**

**February 20, 2025, 7 PM, at Fire Station 73, 10073 W. Parks Hwy**

**Conference Call Line Number: Dial 1-907-290-7880, then Conf ID 236 315 759 929#**

CALL TO ORDER at 7:02 PM.

ROLL CALL, DETERMINATION OF QUORUM: 10 RSAs were represented for a quorum.

<u>RSA#</u>	<u>Member Name</u>	
9	Dan Tucker	
14	Terry Dolan	
15	DJ McBride	Tam Boeve
16	Kelly Gordon	Charlie Crim
17	None	
19	None	
20	Tom Phillips	
21	Pat Daniels	Andrew Traxler
23	None	
25	Jennifer Noffke	
26	Jim Stocker	
27	Steve Edwards	
28	Harry Zola	
29	None	
30	None	
31	None	

*cm  
OCB*

---

**Public Works:** Chad Fry (O&M) by VTC,

---

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

---

**Assembly Members:** Stephanie Nowers

---

**PLEDGE OF ALLEGIANCE TO THE UNITED STATES OF AMERICA**

**APPROVAL OF AGENDA:** Dan Tucker moved to approve. DJ McBride seconded. Terry moved to strike extra text in the approval of minutes block. Steve Edwards seconded. The agenda was approved as amended.

**APPROVAL OF MINUTES** of January 16, 2025, meeting. Tom Philips moved to approve. Dan Tucker seconded. The minutes were approved without objection.

**TRAINING:** None

**STAFF REPORTS**

- A.** Chad Fry reported RSA Contracts are in purchasing. Proposed budgets are available. Chad will provide. RMS hiring is underway. Public hearing for Borough Budget starts on April 1. Discussion at the next meeting. Dustin's team is working on the public construction list and RSA Boards should discuss with this with their RMS during March meetings. Steve Edwards asked if the amounts in the budget have changed. Chad said they have not. Tom Adams reported they are in budget season and Public Works is looking at operating budgets. Tom explained where capital funds come from and said they are currently smaller than they have been in the past. He asked board members to consider what they want for capital funding. Discussion ensued. Chad reported the RIP lists were approved by the Assembly with an amendment for RSA 20. Andrew Traxler provided a recommendation on how to approach the Assembly with proposed mill rate changes. More discussion on mill rates ensued. Harry Zola asked about a feedback mechanism for road service. Chad Fry spoke about existing feedback including quality of maintenance, quality control of small improvement projects. Tom recommended using Bonfire to see the project bidding. Jennifer agreed to send the link to the MSB Bonfire portal.
- B.** Other Staff reports. Jamie Taylor reported that the SS4A Comprehensive Safety Action Plan was in draft and asked for a resolution of support. Resolution 25-02 was emailed to board members. Dan Tucker offered grammatical modifications. Jamie stated the plan included increased maintenance. A discussion of pathway maintenance and law enforcement with ATV use ensued. Jamie stated the issue is addressed in the plan. Additional discussion ensued. Jamie also stated they are collecting input to changes for the subdivision construction manual. Steve asked to put the SCM/DCM on the agenda for the next meeting.

## **BOARD MEMBER REPORTS**

**A. Transportation Advisory Board (TAB).** Pat Daniels reported that the TAB had a meeting last Friday. The Board considered the SS4A resolution and a transit update. Pat thought the TAB agenda would be good reading for RSA board members. Pat described four options for funding Valley Transit. Pat also stated that the pathways resulted in fewer pedestrians walking on roadways in RSA 21. Next TAB meeting is April 4.

**B. Municipal Planning Organization (MPO).** Dan Tucker reported that the Executive Director of the MPO has been hired. A search for office space is underway. Integration of email and records from pre-operation to operating status is underway. The MPO may have to reduce funding to Mat Valley Transit. Tom Adams added that STIP amendment 2 draft is out for public comment. Dan talked about the corridor access management plan for Bogard Road, and a general discussion ensued.

**AUDIENCE PARTICIPATION.** (Members of the public have 3 minutes to address the Board on any topic.) Stephanie Nowers agreed on the techniques for explaining increased mill rates proposed earlier in the meeting. Stephanie stated that the Assembly may not always get all the information it needs. She recommended planning ahead with things like corridor plans for right of way acquisition.

**A. UNFINISHED BUSINESS.** None.

## **NEW BUSINESS:**

**A. None.**

**PERSONS TO BE HEARD:** (Requires 14 Days Advance Notice. If No Advance Notice Is Given, Persons Wishing to Speak May Do So Under The Audience Participation Section Of The Agenda.) None

**CORRESPONDENCE AND INFORMATION:** None

**OTHER BUSINESS:** None.

**BOARD COMMENTS:** Jim Stocker talked about the Butte Community Council meeting discussion of road safety issues. Jim asked some questions about road planning. Tom Adams

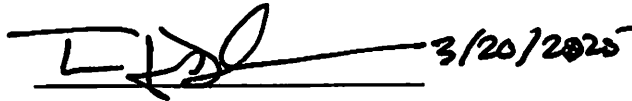
recommended he call Jamie Taylor. Jim asked for a point of contact for flooding issues. Some discussion ensued. Jim also asked about code compliance issues related to private snow being pushed into the public right of way and Tom Adams referred him to the Borough's Code Compliance office. Jim also spoke about ATV use along rights of way.

Steve Edwards spoke about the Assembly attempt to mandate five member RSA boards in the six RSA from Meadow Lakes to the north. The legislation will come before the Assembly on March 18. Steve stated he spoke before the Assembly on the issue and encouraged others to do so as well. A discussion ensued.

ADJOURNMENT Dan Tucker moved to adjourn at 8:36PM. Motion passed unanimously. Next Meeting: March 20, 2025, at 7PM (In-person mixed w/ Teams at Fire Sta. 73)



Stephen Edwards, Board Chair



Terry Dolan, Board Secretary

RECEIVED

MAR 27 2025

CLERKS OFFICE

**North Lakes Community Council  
Membership Meeting Minutes**

January 30, 2025 – 7 pm

Website: <https://www.nlakes.cc>

**Boys & Girls Club Bogard**

1. **CALL TO ORDER** - Meeting was called to order at 7:00 by Rod Hanson. R. Hanson welcomed everyone. Board members and others introduced themselves. Quorum verified as 4/5 board members and more than 10% of council members present. The fifth Board member arrived at 7:05. Pledge of Allegiance led by R. Hanson.

2. **AGENDA APPROVAL**

The agenda was reviewed. There were no recommended revisions. The agenda was approved unanimously.

3. **PRIOR MEETING MINUTES APPROVAL**

A motion to approve meeting minutes from December 19, 2024 Membership Meeting by Valerie Koivunen and seconded by Dave Fetzner received no objections. Minutes approved unanimously.

A motion to approve meeting minutes from January 23, 2025 Board Meeting by Franklin Conaway and seconded by Joleen Coleman received no objections. Minutes approved unanimously.

4. **AUDIENCE PARTICIPATION #1**

John Miller reminded members to warn others of potential hazards such as moose on the roadway by flashing lights. He also asked members how they are affected by bright headlights at night and mentioned that he could not find a state regulation about limitations on the lumen limit.

F. Conaway spoke about the potential gravel pit and new driveways that will be added on Bogard and Engstrom. He expressed a belief that it was more likely that the MSB would construct the North route Engstrom to Bogard Connector road and that it was unlikely the Southern Route Engstrom to Bogard connector road would be constructed, thereby providing an alternative to the Bogard access point to Central Gravel's operations. R. Hanson gave an update with clarification that the decision on which route will be created has not yet been finalized, and that the NLCC will continue to advocate for the South route connector.

5. **CORRESPONDENCE & ACTIVITY SUMMARY**

R. Hanson reviewed a few highlights of the January 30, 2025 Correspondence & Activity Summary. A full copy of the summary is in the meeting packet.

## **5. OFFICER / COMMITTEE REPORTS**

- a. President's Report - R. Hanson had nothing additional to add.
- b. Treasurer's Report - Joleen Coleman summarized the year end 2024 balance sheet and budget report.
- c. Finance Committee - No meeting. No report.
- d. Bylaws Committee - No meeting. No report.
- e. Nomination Committee - No meeting. No report.
- f. Road & Traffic Safety Committee - R. Greenberg was unable to attend tonight. Rod Hanson summarized the meeting that was held on 1/19/25. The committee continues to welcome any additional participants that may want to volunteer.
- g. North Lakes Comprehensive Plan Committee - C. Vague gave an update of the process needed to create the comprehensive plan. Expected to cost \$150,000 - 200,000 to create and will need to be budgeted for by the borough. She is seeking volunteers to participate in the Committee.

## **6. GUESTS / ELECTED OFFICIALS**

Assemblyman Dimitri Fonov was present and provided an update on borough voting machines. Fonov is also creating a resolution to restrict DEI hiring and ensure all borough hiring remains merit based.

## **7. ONGOING / UNFINISHED BUSINESS**

- a. Waterbody Setback Code Revisions- R. Hanson reviewed a letter that the NLCC sent to the Waterbody Setback Advisory Board. The next WSAB meeting is scheduled for February 5th. Rod will be attending. We will find out there what the next steps are for the WSAB.
- b. Safe Streets 4 All - Action Plan Feedback - R. Hanson reviewed the written feedback that the NLCC provided to the planning team.
- c. Bogard-Seldon Corridor Access Management Plan (CAMP) Update. R. Hanson reviewed the current status of the CAMP. At noon today the borough published an updated plan and only a few of the NLCC suggestions were incorporated. Further influence will likely need to be with the State and Borough project managers as specific projects go through preliminary engineering. A letter will be developed for submission to the CAMP team with copies to the MSB and AKDOT.
- d. 2025 Volunteer Opportunities. R. Hanson led a discussion to review current volunteer opportunities and identify any additional opportunities. Next summer community council BBQ potentially set for July 26. NLCC will continue with outreach to encourage membership and participation and will consider using the MSB provided mail-out to highlight more than just the annual BBQ.

## 8. NEW BUSINESS

- a. Review approved 2025 Budget Summary & Details. R. Hanson reviewed the rationale behind the budget that was approved by the NLCC Board on 1/23/24. An explanation and copy of the approved budget was in the meeting packet.
- b. Preview / Discussion of upcoming topics and activities. R. Hanson led a discussion on upcoming activities and topics for discussion. This included:
  - i. a discussion of the upcoming reports from 2024 grant recipients;
  - ii. the process deadlines for 2025 grant applications;
  - iii. engagement with the MSB on transit funding discussions;
  - iv. engagement with the MSB and DOT on Bogard Road projects definition;
  - v. engagement with the MSB on the Northern vs Southern Route for the Bogard to Trunk connector road project.
  - vi. the annual BBQ event, tentatively set for July 26.

Other ideas for future agenda topics were put forward as follows:

- F. Conaway discussed the possibility of investing a portion of our savings in Crypto Currency or other higher return investments. Board and group consensus was not to invest in crypto currency.
- D. Fonov mentioned that another community council helped clean up some properties that were in violation of code compliance. He encouraged the community council to nominate properties that may benefit from help.

## 9. ADDITIONAL AUDIENCE PARTICIPATION

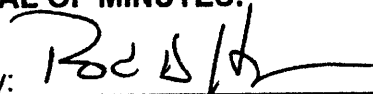
- a. V. Koivunen wondered if Bogard road could require mandatory headlights on at all times, similar to the way this was managed on Knik - Goose Bay road. Examples were shared by attendees of how such a policy could have helped in near accidents they had experienced on Bogard. This is something that we could reach out to AKDOT for discussion.

## 10. BOARD MEMBER COMMENTS

- a. C. Vague thanked members for bringing up issues with lack of headlights.
- b. No additional Board Member comments.

11. ADJOURN - The meeting was adjourned at 8:37.

### APPROVAL OF MINUTES:

Signed by: 

Date Signed: 2/27/25

Attested by: 

Date Signed: 2/27/25



RECEIVED

MAR 26 2025

CLERKS OFFICE

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

**Chairperson** – James Jones – At Large 1  
**Vice Chair** – Ruth Wood - District 7  
Vacant – District 1  
Vacant – At Large 2

Kimberly Waychoff - District 3  
Vacant – District 4  
Michael Rovito – District 2  
Harry Hillman – At Large 4

Jill Martinson - District 5  
Maksim Revutskiy – District 6  
Kenni Psenak – At Large 3

**MEETING MINUTES**

**REGULAR MEETING  
Lower Level Conference Room  
And Teams**

**Meeting ID: 235 322 904 252  
Passcode: Gg7dK2qm**

**February 24, 2025**

- I. CALL TO ORDER
  - A. Called to order at 6:01 pm
- II. ROLL CALL – DETERMINATION OF QUORUM
  - A. Present: James Jones, Ruth Wood, Michael Rovito, Jill Martinson, Maksim Revutskiy, Kenni Psenak, Harry Hillman (at 6:09 pm)
  - B. Absent: Kimberly Waychoff
- III. APPROVAL OF AGENDA
  - A. Mr. Rovito motioned to approve, unanimous consent.
- IV. PLEDGE OF ALLEGIANCE
  - A. Pledge was conducted.
- V. MINUTES OF PRECEDING MEETING
  - A. NOVEMBER 25, 2024 – Ms. Wood motioned to approve, unanimous consent.
- VI. BOROUGH STAFF REPORT
  - A. Hugh Leslie, Recreation & Library Services Manager – Mr. Leslie informed the board about summer positions to be posted next week, Jonesville management agreement to be signed and 2 staff will be going to an NRA Range Management course and initial budgets have been submitted. Updated about the signed purchase agreement for the Big Lake Recreation Center, programming to be available at the outdoor rinks, Adam Madson being promoted to Branch Manager in Rec Services, Wasilla Pool updates and let the board know Jillian was planning on coming to the meeting but had a family emergency. Information regarding the Jim Creek Clean Up on May 10, the new software being implemented for the recreation facilities and campgrounds.
- VII. PERSONS TO BE HEARD / AUDIENCE PARTICIPATION – 3 minutes per person
  - A. Dewey Bitler – Spoke about the trail that the Meadow Lakes Community Council is building and what the next steps may be.

*GR*  
*Cur*



VIII. UNFINISHED BUSINESS

A. Mat River Park

- i. Updated the board regarding the master plan for Mat-River Park, when it gets updated with current estimates for upgrade costs we will present it to the board.

B. Matanuska Valley Moose Range at Jonesville PUA

- i. Mr. Leslie spoke about this in the staff report.

C. Code of Ordinances for Parks and Recreation

- i. No report

IX. NEW BUSINESS

A. None

X. VOLUNTEER NOMINATIONS

A. None – Criteria for Volunteer Nominations was requested

XI. CORRESPONDENCE

A. None

XII. MEMBER COMMENTS

A. James Jones – Mr. Jones reminded everyone about the Rec Services FB page and he will be out of the country after March's meeting but should be able to attend remotely.

B. Ruth Wood – Ms. Wood reminded everyone about the Oosik Race in Talkeetna, a bike race and an event from Multi-users of Talkeetna Trails. Updated on the state of the trails.

C. Michael Rovito – Mr. Rovito updated on the state of some of the trails at Government Peak and the Butte. Trash was seen on the trails, asked people to not trash the trails.

D. Harry Hillman – Mr. Hillman apologized for being late, asked for the pages to be numbered and have reviewed dates on the bottom.

E. Maksim Revutskiy – Mr. Revutskiy asked for the FB page to include the Jim Creek Clean Up Day and maybe provide "grabbers" for the children to help in the cleanup.

F. Kenni Psenak – Ms. Psenak thanked staff for expeditious processing of the annual parking passes. Hoped for a little more winter than what we've had.

XIII. NEXT MEETING

March 24, 2025 – unanimously accepted.

XIV. ADJOURNMENT

A. Mr. Hillman motioned for adjournment, Mr. Rovito 2<sup>nd</sup>. 6 aye, 1 no.

Adjourned at 6:51 pm

ATTEST:

X   
James Jones - Chair

X 24 March 2025  
Date

X   
Sarah Thomas - Staff Support

X 3/24/25  
Date

**MATANUSKA-SUSITNA BOROUGH  
PLATTING BOARD MINUTES**

**REGULAR MEETING  
March 06, 2025**

The regular meeting of the Matanuska-Susitna Borough Platting Board was held on March 6, 2025, at the Matanuska-Susitna Borough 350 E Dahlia Ave, Palmer, Alaska. Chair Traxler called the Meeting to order at 1:00 p.m.

**1. CALL TO ORDER**

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

Platting Board members present and establishing a quorum:

Mr. Chris Chiavetta, District Seat #1  
Mr. Michael Liebing, District Seat #2  
Mr. Eric Koan, District Seat #3  
Ms. Amanda Salmon, District Seat #4  
Ms. Michelle Traxler, District Seat #5  
Ms. Sandra Kreger, District seat #6  
Mr. Sidney Bertz, District seat #7

**RECEIVED**  
**MAR 26 2025**  
**CLERKS OFFICE**

Platting Board members absent and excused were:

Ms. Karla McBride, Alternate A  
Mr. Robert Hallford, Alternate B

Platting Board members absent were:

Staff in attendance:

Mr. Fred Wagner, Platting Officer  
Ms. Kayla Kinneen, Platting Board Clerk  
Mr. Matthew Goddard, Platting Technician  
Mr. Chris Curlin, Platting Technician  
Mr. Wyatt Anderson, Platting Technician

**B. THE PLEDGE OF ALLEGIANCE**

Platting Member Koan led the pledge of allegiance.

**C. APPROVAL OF THE AGENDA**

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

MOTION: Platting Member Salmon made motion to approve February 6, 2025 Minutes. Platting Member Koan seconded.

VOTE: The Agenda was approved unanimously.

**2. APPROVAL OF MINUTES**

- February 6, 2025.

**MOTION:** Platting Member Salmon made motion to approve February 6, 2025 Minutes. Platting Member Koan seconded.

**VOTE:** The Minutes were approved unanimously.

**3. AUDIENCE PARTICIPATION & PRESENTATIONS**

**PERSONS TO BE HEARD** (Three minutes per person for items not scheduled for public hearing)  
(None)

**4. UNFINISHED BUSINESS**

(None)

**5. RECONSIDERATIONS/APPEALS**

(None)

**6. PUBLIC HEARINGS**

- A. **GREENFIELDS 19-1**: The request is to create 5 lots from Block 1, Lot 19, Greenfields Subdivision, Plat # 77-119, to be known as Greenfields 19-1, containing 5.77 acres +/- . The property is located north of N Pittman Rd, west of N Church Rd, and directly east of N Autumn Ln. (Tax ID #1349B01L019); within the SE ¼ Section 19, Township 18 North, Range 01 West, Seward Meridian, Alaska. In the Meadow Lakes Community Council and in Assembly District #7. (*Petitioner/Owner: Matthew Estrada, Staff: Wyatt Anderson, Case #2025-005*)

Chair Traxler read the statement regarding Ex-Parte & Interest on quasi-judicial action into the record.

Kayla Kinneen provided the mailing report:

- Stating that 42 public hearing notices were mailed out on February 11, 2025.

Staff gave an overview of the case:

- Staff recommends approval with 7 conditions and 6 findings of facts.

Chair Traxler invited the petitioner/petitioner's representative to give an overview.

The petitioner's representative was not present.

Chair Traxler opened the public hearing for public testimony.

There being no one to be heard Chair Traxler closed the public hearing and invited the petitioner and/or the petitioner's representative to further discuss and answer any questions from the Board.

The petitioner's representative was not present.

Discussion ensued.

**MOTION:** Platting Member Kreger made a motion to approve the preliminary plat of Greenfields 19-1. Platting Member Salmon seconded the motion.

Discussion ensued.

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

- B. THE COVE AT JEAN LAKE:** The request is to create 33 lots from Lot 4, Long Birch (Plat #98-126) and Tax Parcel B4, created by Warranty Deed recorded at 1999-013702-0, to be known as The Cove at Jean Lake, containing 128.37 acres +/- . The proposed design will include a gated entry with private internal roads. The property is directly west of Jean Lake, directly east of W. Long Lake Road (Tax ID #19N04W19B004 & 4788000L004); within the N ½ & S ½ Section 19, T19 North, Range 4 West, Seward Meridian, Alaska. In the Willow Community Council and in Assembly District #7. *(Petitioner/Owner: Walter E. Newman & Walter E. Newman Rev Trust, Staff: Chris Curlin, Case #2025-006)*

Chair Traxler read the statement regarding Ex-Parte & Interest on quasi-judicial action into the record.

Kayla Kinneen provided the mailing report:

- Stating that 97 public hearing notices were mailed out on February 11, 2025.

Staff gave an overview of the case:

- Staff recommends approval with 12 conditions and 5 findings of facts.

Chair Traxler inquired if there was any questions for staff.

Discussion ensued.

Chair Traxler invited the petitioner/petitioner's representative to give an overview.

The petitioner's representative, Paul Pilch spoke.

Chair Traxler opened the public hearing for public testimony.

The following persons spoke:

- Tim Potter

There being no one else to be heard Chair Traxler closed the public hearing and

invited the petitioner and/or the petitioner's representative to further discuss and answer any questions from the Board.

The petitioner's representative spoke.

Discussion ensued.

**MOTION:** Platting Member Salmon made a motion to approve the preliminary plat of The Cove at Jean Lake. Platting Member Chiavetta seconded the motion.

Discussion ensued.

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

## **ITEMS OF BUSINESS & MISCELLANEOUS**

*(None)*

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

A. Adjudicatory *(if needed)*

B. Upcoming Platting Board Agenda Items

Platting Officer, Fred Wagner stated that the training that was requested will be addressed at the March 20<sup>th</sup> Platting Board Meeting. Platting Officer, Fred Wagner informed the board of upcoming items:

- There are 2 cases scheduled for March 20, 2025 Platting Board.
  - South Shore Waterfront MSP
  - Haven Park

### **8. BOARD COMMENTS.**

- Chair Traxler – Hopes everyone has a good day.

### **9. ADJOURNMENT**

With no further business to come before the Platting Board, Chair Traxler adjourned the meeting at 1:44 PM.

  
MICHELLE TRAXLER  
Platting Board Chair

ATTEST:

  
KAYLA KINNEEN  
Platting Board Clerk



**SOUTH COLONY ROAD SERVICE AREA (RSA) 16**

**Dorothy Swanda Borough Headquarters Building**

**Clerk's Office Room #203**

**Meeting Minutes: October 9, 2024**

RECEIVED

APR 02 2025

LEAKS OFFICE

**Roll Call and Quorum**

A quorum was established, with the following in attendance:

Rhonda Stark, RSA 16 Board Chair

Charlie Crim, RSA 16 Board Member

Kelly Gordon, RSA 16 Board Secretary

Doug Sughroue, MSB Public Works O&M Division Road Maintenance Superintendent

Dustin Spidal, MSB Public Works Project Manager

Stephanie Nowers, MSB Assembly Member, District 2

**Call to Order**

Attendees were called to order at 2:07pm.

**Pledge of Allegiance**

Respectfully executed by all.

**Agenda Review/Revision**

The agenda was reviewed and approved as presented. Kelly moved to approve and Charlie seconded.

**Approval of Minutes**

Rhonda moved and Kelly seconded approval of the minutes of the April 10, 2024 meeting.

**Persons to be Heard**

There were none in attendance.

**Staff Reports**

Doug Sughroue:

-Received a street light request for the intersection of Lucky Shot Lane and Gold Creek Circle. It is a bus stop, however, there is another bus stop 100 feet away. Dustin explained that a light pole costs \$10K. Installation of a pole with a light and transformer cost \$21K. The goal is to find a pole with an existing transformer. He also mentioned that Community Councils can pay for all or part of the installation fees. Doug said he would drive by and assess the situation.

-An asphalt patch was completed on Irwin Loop.

-A bad dip was fixed on Colony Way.

-All brushing has been completed, with extra brush cleared in areas prone to drifting.

-Gravel was used to facilitate a repair on New Hope Street.

cm  
ocr

-The frontage road off Palmer-Wasilla Highway in front of Napa was paved. Napa contributed to the cost of the paving.

-Updates on pedestrian pathways

RSA 16 is now responsible for the new bike path along the improved of the Glenn Hwy.

RSA 16 will be responsible for the section that runs along Bogard Rd. from the Glenn Hwy. to Palmer Moose Dr. Dustin added we are awaiting the cost estimate of the upkeep from the contractor.

#### Dustin Spidal:

-Gave status updates on projects in the RSA

Chanlyut Circle – Project is complete.

Crimsonview Subdivision – Working on 95% design in preparation for 2025 construction season

Kilkenny, Kildare, & Ravendale Drives, and Highland and Garret Woodson Circles – Design complete; awaiting funding for 2026 construction

LeWalter Road, Twig, Tick, & Pace Circles – 65% design is complete; working acquisition of Mr. Van Theil's property in order to advance to 95% design

Gunny Sack Road & Grover Lane – ROW acquisitions complete on Grover Lane; 65% design on hold until Gunny Sack ROW acquisitions complete; residents affected by drainage easement seem not willing to work with the planners.

Lady Slipper Lane – 95% design complete; working permitting with AKDOT&PF; working the approaches while the engineers are still under contract.

France Road to PW Hwy – Anticipate 35% design by fall; move to 65% in November; re-evaluating the northern alignment and a possible turn lane; construction set for 2025 pending assembly approval.

Hemmer Road Extension – finishing geotechnical report; possibly complete two 15% designs, then choose which to pursue.

Edgerton Parks Road – Project has been awarded to Neeser Construction, Inc.; Project designed by DOWL; a CM firm has been hired; project completion is slated for December 2025.

49<sup>th</sup> State Street – Awaiting engineer's report on failing retaining wall.

Sand storage – TBD; remove from RIP list for now.

-Gave briefing on use of reclaimed/recycled asphalt as a cost-saving measure; it is 10-15% cheaper than new asphalt.

-Mentioned that the design criteria will do away with inconsistencies currently found in the Subdivision Manual.

#### **Unfinished Business**

##### Traffic Calming:

RSA 16 is experiencing massive growth with limited resources. The Community Councils can buy speed carts. Encourage all to use the link to the speed collection data site to triage where the carts should be placed.



## **New Business**

### Lights on Glenn Hwy:

Stephanie explained that RSA 16 picked up snippets of roads that make sense for the Borough to maintain.

Review contract: be prepared with inputs for January's meeting

Roadside clearing: causes spears that impale kids on their bikes

Brush more often?

Contract specifies cleaning up of brushing

Wendt Road parking lot at Moose Range: This project is not happening. Cole laid out the details and prerequisites as to why this project is not being pursued.

Platting notices: Received by board chair; sent to all board members; all concerns are to be sent to POC listed on the notice. RSA 16 board submitted letter of concern to the platting board regarding the South Village Master Plan.

## **Next Meeting**

The next meeting will be 2:00pm January 8, 2025.

## **Board Member Comments or Discussion**

None

## **Adjourn**

Kelly motioned to adjourn, seconded by Charlie. Secretary failed to note time of adjournment.

  
Rhonda Stark, President

  
Kelly Gordon, Secretary

RECEIVED

APR 03 2025

CLERKS OFFICE

**SOUTH COLONY ROAD SERVICE AREA (RSA) 16**

**Dorothy Swanda Borough Headquarters Building**

**Clerk's Office Room #203**

**Meeting Minutes: January 8, 2025**

**Roll Call and Quorum**

A quorum was established, with the following in attendance:

Rhonda Stark, RSA 16 Board Chair

Charlie Crim, RSA 16 Board Member

Kelly Gordon, RSA 16 Board Secretary

Doug Sughrue, MSB Public Works O&M Division Road Maintenance Superintendent

Dustin Spidal, MSB Public Works Project Manager

Stephanie Nowers, MSB Assembly Member, District 2

**Call to Order**

Attendees were called to order at 2:02pm.

**Pledge of Allegiance**

Respectfully executed by all.

**Agenda Review/Revision**

The agenda was reviewed and approved as presented. Kelly moved to approve and Rhonda seconded.

**Approval of Minutes**

Minutes from the October 9, 2023 meeting will be reviewed for approval at the next meeting. They were not in attendance today.

**Persons to be Heard**

There were none in attendance.

**Staff Reports**

Doug Sughrue:

-No snow problems this season

-Scarified where possible, but requires snow underneath

-McKenna has been working with him on vehicle recovery and sanding where drivers have gone off the road

Dustin Spidal:

-Legislation for RIP list is in progress

It was not ready for the 20 January Borough meeting

Will be complete for 1 February meeting

Pavement preservation will be included in RIP list

Cm  
OCK

RECEIVED  
CLERKS OFFICE  
-Gave status updates on projects in the RSA:

LeWalter Road, Twig, Tick, & Pace Circles – Mr. Van Theil is subdividing his property and is willing to work with the Borough to move past the ROW issue.

Gunny Sack Road & Grover Lane – ROW acquisitions complete on Grover Lane; 65% design on hold until Gunny Sack ROW acquisitions complete; residents affected by drainage easement at odds with each other; possibly extend approximately 50' and add an offset cul-de-sac on the opposite side from the utilities. HDL recommends leaving the project as it was; Borough is working with resident that is against this plan

Lady Slipper Lane – Driveway permits are in the works

France Road to PW Hwy – Still working on design; possible turn lane

Hemmer Road Extension – Relooking at documentation for 302s

49<sup>th</sup> State Street – Determination was made on retaining wall: create a fill in front of the wall to prevent further decline

-Borough will pre-sand roadways if weather forecast dictates

-Problem Reporter – users need to drop the pin at the troublesome location rather than the location from which they are reporting – spread the word!

-Sand Pile – The current contract will be extended in which we mix our own salt into the sand.

MS4 permits are forcing RSAs to build storage facilities

Research results show a hoop structure on top of conexes seems the best design.

Requires three layers: D-1, gravel, and a geodetic liner

Possibly at Seldon and Seward Meridian, behind Tealand Elementary

Key Card system not viable due to liability of no Borough personnel present.

## **Unfinished Business**

### New Contract:

Out for bid in February

Tom and Dustin tweaked verbiage to include a penalty schedule.

Special cost saving provisions added, such as no winter maintenance of trails

### Traffic Calming:

Doug is looking into whether a new key was made in order to access speed feedback signs. He will be out of state during next meeting; an answer may not be available then.

## **New Business**

### Funding Speed Feedback Signs:

An idea is to approach the Community Councils (CC) in our RSA for funding of the signs. A discussion ensued regarding the length of time the signs affect driver behavior versus the cost of the sign. North Lakes CC is a good resource for information on this.

### Information from the Assembly:

From Stephanie Nowers:



The water set-back comment period will expire on 16 January, then will go to the Borough.

A motion has been entered to extend Assembly member terms to four years, and will allow an elected member to continue serving their former district if they move out of that district during their term.

#### **Next Meeting**

The next meeting will be 2:00pm April 9, 2025.

#### **Board Member Comments or Discussion**

Ask Dustin if a different day/time will be more convenient for him.

#### **Adjourn**

Charlie motioned to adjourn, seconded by Kelly. Meeting adjourned at 3:39pm.

  
Rhonda Stack, President

  
Kelly Gordon, Secretary

# Sutton Community Council Regular Meeting

Wed, April 24, 2024, 7:00 pm @ Sutton Public Library Meeting Room

RECEIVED

MAR 28 2025

CLERKS OFFICE

1. Call to Order and Pledge to the Flag: Chris called to order
2. Establish Quorum
  - a. Board Members Present: President Chris Spitzer, Vice Chair Brian Largent, Treasurer Juli Buzby, Board Members: River Charles, Nancy Bertels, Garret Nelson, Ezra Walls
  - b. Board Members Absent: Jeremiah Hix
3. Additions or Changes to Agenda

Add announcement from Brian Largent - River motions to accept as amended, Juli seconds
4. Announcements
  - a. Jonesville clean-up May 18<sup>th</sup>
    - Borough covering dumpster and DNR covering portable toilets
    - Looking for sign up table volunteers – Nancy Bertels 10-2 and Tim Hale 12-4
  - b. Brian Largent is moving
5. Guests Presentations
  - a. Joe Metzger – MSB Land & Resources Mgr.
    - Final plan from DNR coming late summer or early fall
    - Borough is fully committed to Jonesville
    - 2 locations currently proposed for shooting range
      - Borough is looking near Slipper Lake
      - DNR is looking up top and says shooting should not be near a public use area, but this is not what the community has asked for due to accessibility and it is not cost effective at this time
  - b. Nancy Dryden – Alpine Historical Society
    - May 23<sup>rd</sup> 11-4 Clean-Up
    - Park open Memorial Weekend
6. Borough and State Reports
  - a. Time Hale, Borough Assembly
    - Budget cycle started
      - Increase in MIL rate of .3 (\$250 for average homeowner)
      - 2 more public hearings – tomorrow in Wasilla and Tuesday in Palmer
      - Deliberations on the 2<sup>nd</sup>, 9<sup>th</sup> & 14<sup>th</sup>
    - Chickaloon resolution will be on the May 7<sup>th</sup> agenda asking DPS for more public process
    - Borough accepting applications for the new Book Committee
  - b. Emily Austin, Sutton Elementary Principal
    - Tomorrow open house for Pre-K & K
    - Last day of school May 23<sup>rd</sup>
    - Thank you SCC for the jerseys
  - c. Representative George Rauscher, State House District 9- Absent
    - Not Present
  - d. Senator Mike Shower, State Senate District O
    - Shonda here online as representative, they are in Juneau
    - Day 100, 20 days to go, talking about a special session
    - SB151 addresses indigenous victim crimes

Chris  
OCE

## Sutton Community Council Regular Meeting

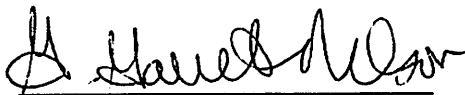
Wed, April 24, 2024, 7:00 pm @ Sutton Public Library Meeting Room

---

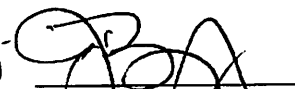
- e. Juli Buzby, Sutton Public Library
  - 26<sup>th</sup> 5-7 community scavenger hunt
  - 27<sup>th</sup> 11-4 quilt Saturday & craft swap
  - 28<sup>th</sup> 5-6:30 speaker series
  - Last afterschool 16<sup>th</sup> and last teen Friday 31<sup>st</sup>
  - Summer start-up 1<sup>st</sup> week of June
- 7. **Officer Reports**

Officer reports and correspondence is uploaded to [suttoncommunitycouncil.com/business.html](https://suttoncommunitycouncil.com/business.html)

  - a. Chair: Chirs Spitzer - none
  - b. Secretary: Jeremiah Hix – not present
    - Email correspondence – cell tower proposal at 58 mile
    - Approval of previous minutes – postpone February & March until next meeting
  - c. Treasurer: Juli Buzby
    - FY24 CAP Funds (\$15,789) now available for application
    - Approval of Treasurer's Report February & March - postpone until next meeting
- 8. **Committee Reports**
  - a. Jonesville Public Use Area Planning Committee – already covered in Announcements and Guest Presentations
- 9. **Old Business**
  - a. Information sign update – Jim Tapley, not present
- 10. **New Business**
  - a. Community Clean-Up May 11-20, secure 2 weeks at the transfer site for drop off bags
  - b. Driveways on either side of the public access to Seventeen Mile Lake have been improved/moved and this has changed the accessibility. Joe Metzger says the Borough is aware and waiting for the ice to leave the lake to make further assessment.
  - c. \$25 central landfill coupon available online only – we will add link to our web page
- 11. **Call for the Good of the Order**
  - a. None
- 12. **Restate motions and voting results**
  - a. Motion to accept agenda made by River Charles, Juli Buzby seconds, passed unanimously
- 13. **Adjourn Meeting** Garrett motions at 8:43 PM, Nancy seconds.

  
\_\_\_\_\_  
President's Signature

2/25/25  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Secretary's Signature

2/25/25  
\_\_\_\_\_  
Date

# Sutton Community Council Annual Meeting

Wednesday, October 30, 2024 @ Sutton Public Library Meeting Room

RECEIVED

MAR 28 2025

CLERKS OFFICE

1. **Call to Order and Pledge to the Flag:** President Chris Spitzer called to order at 7:05 p.m. President Chris Spitzer led the pledge.

2. **Establish Quorum**

- a. *Board Members Present: Chairman Chris Spitzer, Vice Chair Mark Bertels, Treasurer Juli Buzby, Board Members: Garret Nelson, Nancy Bertels, River Charles, Ezra Walls*
- b. *Board Members Absent: Jeremiah Hix, Secretary*

3. **Additions or Changes to Agenda**

Garret Nelson makes a motion to accept the agenda as presented. Juli Buzby seconds the motion. Motion passes with unanimous consent.

4. **Election Results and Officer Nominations**

New appointments to the board include: James Bodolosky, Earl Houser and Julie Morgan.

Elected Officers:

Garret Nelson – Chairman  
Earl Houser – Vice Chairman  
Treasurer – Juli Buzby  
Recording Secretary – Nancy Bertels  
Correspondence Secretary – Ezra Walls

Ezra Walls gives annual review of events. Copy of review attached.

5. **Guests Presentations – None**

6. **Borough and State Reports**

- a. Tim Hale – Matanuska-Susitna Borough Assembly – District 1 - no report
- b. Emily Jordan, Sutton Elementary Principal
  - Halloween Costume Parade at the school at 3:30 pm, October 31. Afterschool Drama club will begin after Veterans Day. November 4 & 5 – Parent Teacher Conferences. Bake Sale for 5<sup>th</sup> grade Field Trip will occur during the November 5<sup>th</sup> election and the Library Holiday Bazaar on December 7. The next coffee with the principal will be November 20 from 8:30 – 9:00 a.m. For individuals seeking a small school experience, Sutton Elementary Schools bus route begins each day at the Palmer Post Office. Contact Principal Jordan for more information.
- c. Representative George Rauscher - House District 29
  - Representative Rauscher requests time at the next regular council meeting to do presentation on railbelt energy. (20-25 minutes) Representative Rauscher will be attending the Resource Development Conference next week at the Denaina Center in Anchorage.
- d. Senator Mike Shower – State Senate District O – no report
- e. Juli Buzby – Sutton Librarian -
  - Trunk or Treat will take place in the library parking lot on Halloween evening from 4:30 – 6:30 pm. Teen Group will host Halloween games in the resource room for kids that evening also. Hay Ride will begin at 5 p.m. at Blakeman's home. State and Borough elections will be

## **Sutton Community Council Annual Meeting**

**Wednesday, October 30, 2024 @ Sutton Public Library Meeting Room**

---

held next Tuesday, November 5 in the library resource room from 7 am – 8 pm. Baskets for the Friends of the Library Fall Silent Basket Auction are due at the library by November 1.

### **7. Officer Reports**

- a. Chair: no report
- b. Secretary:
  - Approval of previous minutes – Nancy Bertels moves to approve the minutes from September 2024. Earl Houser seconds the motion. Motion passes with unanimous consent.
- c. Correspondence Secretary:
  - No report.
- d. Treasurer Report
  - CAP applications: \$15, 789 received this year from the State to disburse to community projects. 3 Project applications have been received: Sutton Recycling, Sutton Library, Zamboni Restoration. The requests from these applications total \$7,800. Garret Nelson makes a motion to fund the 3 submitted applications. James Bodolosky seconds the motion. Motion passes with unanimous consent.
  - Juli Buzby makes a motion to remove Chris Spitzer from the bank account and add Garret Nelson. Ezra Walls seconds the motion. Motion passes with unanimous consent.

### **8. Committee Reports**

- a. Jonesville Public Use Area Planning Committee – no report

### **9. Old Business**

- a. Information Sign Update – James Tapley – no report

### **10. New Business**

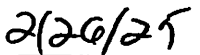
- a. Welcome to Sutton Signs – the council has previously discussed erecting Welcome to Sutton signs at Mile 56 and Mile 66 of the Glenn Highway. DOT permits were issued for these locations. Discussion on whether to proceed with this project.

### **11. Call for the Good of the Order**


- a. None

### **12. Adjourn Meeting at 7:55 PM.**

  
\_\_\_\_\_  
President's Signature

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Secretary's Signature

  
\_\_\_\_\_  
Date



RECEIVED

MAR 28 2025

CLERKS OFFICE

**Sutton Community Council Minutes**  
**Wednesday, January 29, 2025**  
**Sutton Library**

1. **Call to Order and Pledge to the Flag:** Meeting called to order at 7:04
2. **Establish Quorum:** River Charles, Nancy Bertels, Ezra Walls, Julie Morgan, Earl Houser, Juli Buzby, Garret Nelson, James Bodolosky
3. **Changes to Agenda:** James Hastings removed from Guest Presentations
4. **Announcements:**  
Jonesville Timeline presented.  
Joe Metzger at February meeting.  
Grand/Eska/Granite/Utah paving project for the community.
5. **Guest Presentations:**  
Brian Carver - Fire Chief - Sutton Fire Department -  
The mission of the fire department is to serve the community through response to emergency services . Requested council's help in recruitment for new members. There are 8 members currently. 12-20 members would be optimum. 100% volunteer response in Sutton. Palmer Fire Department insures there will be a response to emergencies in Sutton during normal work hours. 3 fatalities - 70 calls this past year. Meetings are regularly scheduled on Tuesdays at 7 p.m. for interested parties
6. **Borough and State Reports:**
  - a. Tim Hale - MSB Assembly District 1 - no report
  - b. Emily Austin - Sutton Elementary School - Afterschool Winter Wellness is in full swing with skating and skiing, - Parent Teacher Conferences to be held on 2 Mondays - Feb 10, 17 . Preschool will continue next year.
  - c. Representative George Rauscher - State House District 9 - Base Student Allocation could change with Trump administration to include charter, homeschool and other unique schooling methods. Met with Joe Metzger - talked about mining reclamation money and Pittman Robertson money for potential sources of income for Jonesville . Discussion on current borough funds available for Jonesville project.
  - d. Juli Buzby - Sutton Librarian - Strategic Plan Open House - Feb 4 - 5-6 pm— Library - online survey available. Feb18 - Armchair Traveler - China - with Joseph Davis Teens Trivia Night on the Feb. 28th. Grant funds received for greenhouse construction. Trails which connects sidewalk by MSB Trails guys. Working on Rasmuson grant for story walk.
7. **Officer Reports:**
  - a. President: no report
  - b. Secretary - Julie Morgan makes a motion to approve January 2024 minutes with corrections. River Charles seconds the motion. Motion passes.
  - c. Communication Secretary Report - no report
  - d. Treasurer Report -  
Civic Club waiting for status of Brownfield Grant with Chickaloon Village before determining how to proceed with old community hall.  
2 1099's were Issued for recycling services to individuals.  
Waiting for 2025 CAP funds to be received. Application made for 2026 CAP funds.

Can  
OCR

Earl Houser makes a motion to approve the January 2025 Treasurer's Report as submitted. Ezra Walls seconds the motion. Motion passes.

**8. Committee Reports:**

a. Jonesville Public Use Area - Joe Metzger MSB Land Management Asset Manager has been in Juneau meeting with legislators and visiting their shooting range. Will be at February meeting.

**9. Old Business**

a. Information sign update - remove from agenda.

b. Welcome to Sutton signs - Garret Nelson has requested a quote on a "Welcome to Sutton."

c. CAP Applications -

1. HPAC Avalanche Center - Ezra Walls makes a motion to donate \$1,000 to HPAC as requested. Juli Buzby seconds the motion. Motion passes.

2. Earl Houser makes a motion to fund Alpine Historical Society Projects in the amount of \$3,000. River Charles seconds the motion. Motion passes.

**10. New Business -**

**11. Call for the Good of the Order:**

Discussion on potential funding for new fire truck with State of Alaska CAPSIS funding, CAPSIS requests need to be in by February.

Garret Nelson is seeking presenters for each month's meeting.

Jonesville Clean-Up - May 17 - Sutton Community Council to pay for the toilets - Alaska Off-Road Toyota is primary sponsor of the event. Garret Nelson and Ezra Walls volunteer to work sign up table.

Monique Merrill - Suggests local Sutton Jobs Fair - recruiting for school, fire department, small businesses, etc.

Copy of October's signed minutes.

**12. Adjournment:** Nancy Bertels makes a motion to adjourn the meeting at 8:25 p.m.



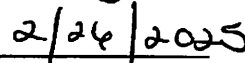
President's Signature



Date



Secretary's Signature



Date



MATANUSKA-SUSITNA BOROUGH  
TALKEETNA SEWER & WATER BOARD

for  
SERVICE AREA NO. 36

RECEIVED

APR 03 2025

CLERKS OFFICE

Andrew Haag, Chair  
James Kellard

Jane Steere, Vice Chair

Ryan Sheldon  
Vacant

## MINUTES

### REGULAR MEETING

Talkeetna Public Library  
24645 Talkeetna Spur Road  
Talkeetna, AK 99676

Microsoft Teams  
Meeting ID: 219 084 064 569  
Passcode: Rwkjk6

March 5, 2025  
1:05pm-1:47pm

#### I. CALL TO ORDER

This regular meeting of the Talkeetna Sewer & Water Board for Service Area No. 36 was held on Wednesday, March 5, 2025 at the Talkeetna Public Library at 24645 Talkeetna Spur Road in Talkeetna, Alaska and via Microsoft Teams. The meeting was called to order at 1:05pm by Andrew Haag.

#### II. ROLL CALL

Talkeetna Sewer & Water Board members present and establishing a quorum were:

Mr. Andrew Haag - present and on-time  
Ms. Jane Steere - present and on-time  
Mr. James Kellard - present and on-time

Mr. Ryan Sheldon - present but not eligible for quorum

Also in attendance:

Chad Fry, O&M Division Manager

oal  
cm

### **III. APPROVAL OF AGENDA**

Motion to adopt the agenda by Jane Steere. Seconded by James Kellard.

No changes, agenda approved as presented.

### **IV. APPROVAL OF MINUTES OF PRECEDING MEETINGS**

#### **A. Regular Meeting:**

Minutes for the February 5, 2025 regular meeting were reviewed by the Board.  
Motion to approve the minutes by Jane. Seconded by James.

No objections, minutes approved as presented.

### **V. STAFF REPORT**

#### **A. TSW Supervisor (Amanda Fleming)**

- Interviewed for operator vacancy this week – expecting to onboard someone within the next few weeks.
- Online payment system has been available to customers for about a year with approximately 50% of customers utilizing the online payment system with either autopay or single payments. There has been a reduction in late payments and disconnect notices as a result. Billing occurs the first week of the month and the due date cannot be earlier than 25 days from the billing date. This normally puts due dates between the 28th and the 1<sup>st</sup> of every month. Consistency on the billing side provides more consistency for customers to make planned payments.
- New billing system has allowed for more consistency with billing. The billing process is much more automatic than with the previous system, but paper statements are still mailed.

#### **B. MSB Engineer (Mike Campfield) – absent**

- On Mike's behalf, Amanda provided a brief update on the Water Upgrade Request for Proposal (RFP) – this is currently working through the internal signature process. Mike also recommended we postpone the Public Input Meeting to later this fall since the RFP has not been awarded.

### **VI. AUDIENCE PARTICIPATION**

One person in attendance – no comment.

### **VII. UNFINISHED BUSINESS**

#### **A. Meeting Procedures – New procedures going well.**

Motion to remove item from unfinished business by Jane. Seconded by Jim. Approved.

- B. **Service Area Rules & Rates** – Amanda was successfully able to test the new rates for January and February consumption. The comparison to the current rates identified a slight reduction in monthly revenues however this can be contributed to lower base rates during lower demand months and not billing late fees or other services charges within the test feature.

The new rules and rates will go into effect July 1, 2025. Legal reviewed the rule changes that we proposed, and the Assembly adopted those changes in December 2024. Amanda hopes to send out additional information regarding the grease trap rule change and fees. Drew received an inquiry from a community member regarding which commercial accounts would be required to install grease traps – the rule would impact businesses such as commercial kitchens, hangars, and other businesses that have potential to contribute significant fats, oils, and greases (FOG) into the sewer collection system.

**Public Input Meeting – May 7, 2025** – Drew and Amanda met with Julie Spackman with MSB Planning to discuss the meeting structure and how to best advertise information to the community. She recommended scheduling the meeting later this summer/fall after an Engineering group has been selected so we can coordinate with their project timeline. Discussion occurred regarding specifics within the RFP including well size, depth, chemical treatment processes. Fluoride was discussed including access to chemicals, expense, safety of employees, and general public need and/or desire to have fluoride added to the water.

Motion to re-schedule the May 7<sup>th</sup> Regular Meeting to 1:00pm and postpone the Public Input Meeting to later this year by Jane. Seconded by James. Approved.

- C. **Budget Preparations for FY26** – Budget has been reviewed by the Public Works Director with no significant changes.

The Office of Risk Management provided a summary document of the MSB's Commercial Insurance Program. The Board requested for Layla Lesley, Risk Management Specialist for the MSB, to attend the next meeting to provide more detail on the program specifically in relation to TSW.

## VIII. NEW BUSINESS

- A. None

**IX. COMMENTS FROM THE BOARD**

A. Jane – Hope to fill the vacant board position.

**X. NEXT MEETING**


A. Regular Meeting: April 2, 2025, 1:00pm, Talkeetna Public Library & Teams

**XI. ADJOURNMENT**

Motion to adjourn the meeting by Jim. Seconded by Jane.  
Meeting adjourned at 1:47pm.

  
\_\_\_\_\_  
Mr. Andrew Haag, Chair

**ATTESTED:**

  
\_\_\_\_\_  
Ms. Amanda Fleming, Board Administrative Support



RECEIVED

MAR 21 2025

CLERKS OFFICE

# MATANUSKA-SUSITNA BOROUGH WATER & WASTEWATER ADVISORY BOARD

Bob Walden, Chair  
Terry Gorlick  
Dan Tucker

Danny Noland, Vice Chair  
Gina Jorgensen

Amanda Fleming  
Matthew Midgett

## MINUTES

### REGULAR MEETING

December 11, 2024

MSB Assembly Chambers  
350 E. Dahlia Ave  
Palmer, AK 99645

2:30 p.m.

---

### I. CALL TO ORDER

This regular meeting of the Matanuska-Susitna Borough (MSB) Water and Wastewater Advisory Board was held on Wednesday, December 11, 2024, at the DSJ Building at 350 East Dahlia Avenue in Palmer, Alaska. The meeting was called to order at 2:34 p.m. by Mr. Bob Walden, P.E.

### II. ROLL CALL AND DETERMINATION OF A QUORUM

Water and Wastewater Advisory Board members present and establishing a quorum were:

Mr. Bob Walden - present

Mr. Danny Noland - present

Ms. Amanda Fleming - present

Mr. Terry Gorlick - present

Ms. Gina Jorgensen – not present

Mr. Matthew Midgett - present

Mr. Dan Tucker – not present

### III. APPROVAL OF AGENDA

Motion to adopt the agenda, by Mr. Gorlick with adding the handout “Resolution of the Matanuska -Susitna Borough Serial No. 02-060” to the Agenda under Informational Handouts and Communications XII.

VOTE: No objections. The agenda was approved with the addition of the handout noted.

### IV. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mr. Walden.

### VI. APPROVAL OF MINUTES OF PRECEDING MEETING

---

*CM*  
*OCK*

A. June 12, 2024 (regular meeting)

Minutes for the June 12, 2024 (regular meeting) were reviewed by the Board.

Motion to approve the minutes as presented, by Ms. Fleming.

VOTE: The minutes were approved without objection.

VII. AGENCY AND STAFF REPORTS

A. City of Wasilla – Mr. Bob Walden, P.E., Public Works Deputy Director

The City of Wasilla (COW) is still going through the process for an update on the wastewater treatment discharge permit. The City is also working on a possible wetland discharge permit change.

B. City of Palmer – Mr. Matthew Midgett

The City of Palmer (COP) has no updates. They are still working on the booster station which should be online May 2025.

C. Matanuska-Susitna Borough – Ms. Amanda Fleming

Ms. Amanda Fleming commented on Talkeetna Sewer and Water. Received results back from a test location on the eastside of Talkeetna with arsenic levels below maximum contaminate level. Request for Proposal will go out for pursuing design for water treatment and water storage at this location.

Will be doing a water condition assessment study in May 2025 for the distribution system through Stephi Engineering.

VIII. PRESENTATION

Mr. Bob Walden provided a presentation on the Palmer/Wasilla Water Connection Study.

The MSB initiated the idea for the COP's and the COW's water system to interconnect to improve resilience. The idea evolved after the 2018 earthquake when many public and private wells got damaged.

There are two alternatives to connect the two cities. Alternative 1 would be a connection on Bogard Road where the natural geological surroundings are beneficial for the construction and waterflow. Alternative 2, located south of the COW, would include more mechanical solutions since it comes in at the end of pressure zone 5 and would need to be boosted up into pressure zone 4. Since it is a shorter distance, it would be a less expensive alternative.

Please see attached presentation slides for additional information. On request, an audio version is available as well.

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

None.

X. UNFINISHED BUSINESS

A. Update on water quality monitoring

Upon recommendation of the MSB Manager, Mr. Terry Gorlick requested Mr. Andrew Strahler's, Project Manager with the Public Works Department of the MSB, assistance with this project. A similar project had been worked on in 2002; Volunteer

---



Water Quality Monitoring Program, Resolution 02-060. Mr. Gorlick informed the Board, after inquiring with State and Federal granting agencies, of the availability of funding that can be applied for. According to Mr. Gorlick's estimation \$150,000 to \$200,000 will be needed, providing that testing instruments would be donated. Mr. Strahler and Mr. Gorlick will begin drafting a Scope of Work.

B. Update on COP's new booster station construction

Planning on having water running in May 2025. The MSB is forecasting water will be running to Colony Middle School and Colony High School in 2026. This or next year water will be running from the COP, along the Trunk Road.

C. Update on Talkeetna Sewer and Water additional improvements

Updates given under Staff Reports, Agenda Item VII C.

D. Update on COW expansion of their WWTP facilities

Updates given under Presentation, Agenda Item VIII, with the following additions mentioned under Agenda Item X A.

The goal is to get back into compliance with our permitting and to be accepted to go from 400,000 gallons per day to 500,000 gallons per day. New septage and headwater facility will be another upcoming project.

Wetland issues became easier to navigate, due to new laws within the last two years.

XI. NEW BUSINESS

- A. Presentation about the Setback ruling (MSB 17.55 – Setback and Screening Easements) (if the legislation is being passed by the Assembly – Agenda date unclear at this point)

XII. INFORMATIONAL HANDOUTS AND COMMUNICATIONS

- A. Resolution of the Matanuska -Susitna Borough Serial No. 02-060.

Commented during Agenda Item X A.

XIII. COMMENTS FROM THE BOARD

Mr. Bob Walden: Happy Holidays.

Mr. Danny Noland: No comments.

Ms. Amanda Fleming: Congratulation to the Palmer/Wasilla Water Connection Study. Out of own experience it works very well and will be beneficial to the community.

Mr. Terry Gorlick: Happy Holidays. New administration, new funding availabilities, stay close to representatives.

Ms. Gina Jorgensen: Not present.

Mr. Matthew Midgett: No comments.

Mr. Dan Tucker: Not present.

XIV. NEXT MEETING

- A. March 19, 2024, 2:30 p.m., MSB Assembly Chambers

XV. ADJOURNMENT

Motion to adjourn the meeting, by Mr. Bob Walden.

The meeting was adjourned at 3.09 p.m.



---

Mr. Bob Walden, Chair

ATTESTED:



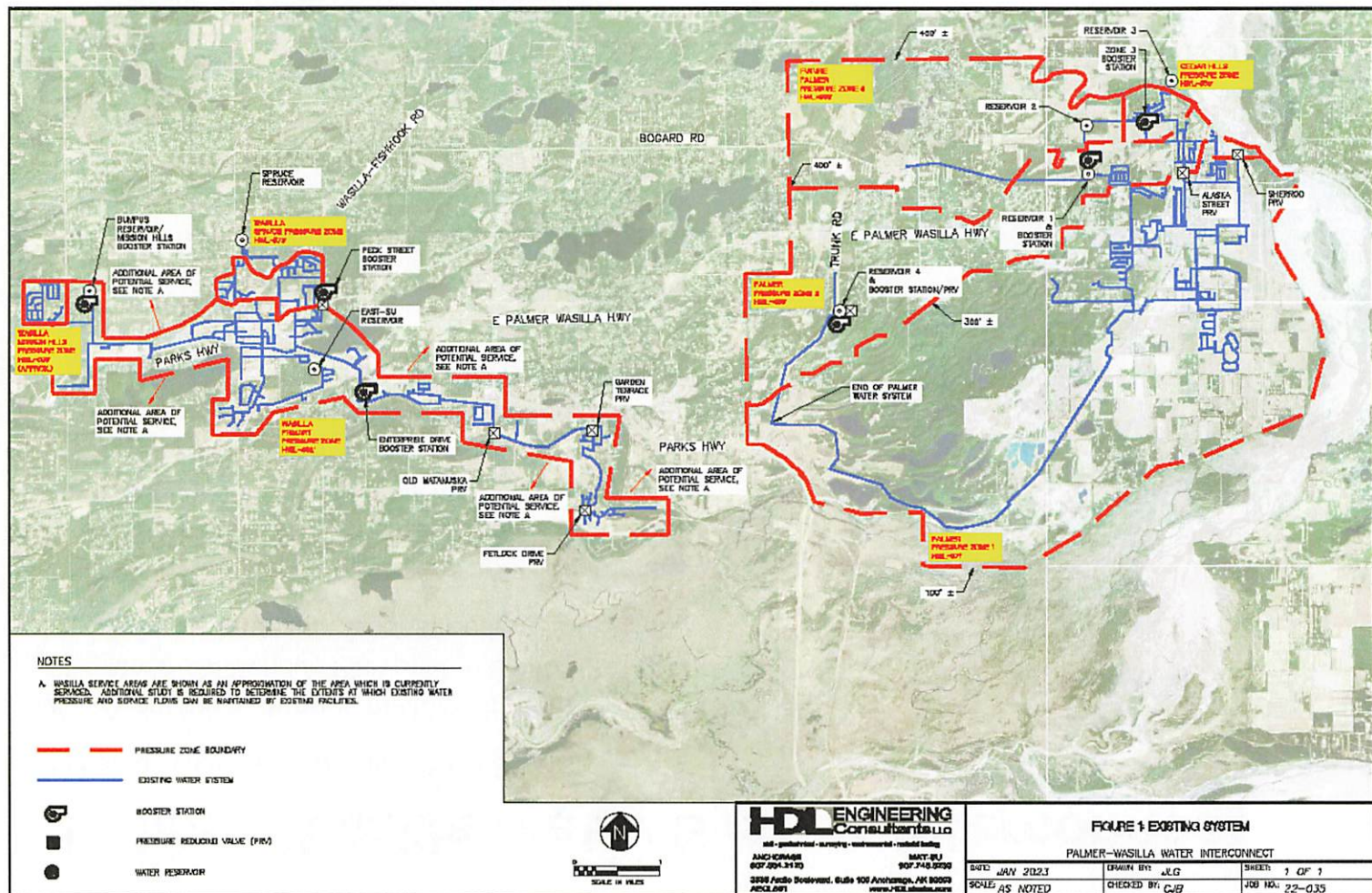
---

Christina Sands, Board Administrative Support

# Palmer-Wasilla Water System Interconnect

Initiated in January-February 2023 by MSB

- Grant funds through the MSB from the American Rescue Plan past Assembly 3-7-23. \$1,924,468 design & construction \$2,142,045.
- City of Wasilla accepted and appropriated the monies and a RFP was issued in July and reviewed in August and awarded to HDL/Tutka LLC through council early September to continue the design connection & construct the Old Matanuska Road Booster Station.
- Meetings and evaluations in October and November has led us toward instead of the booster station leaning towards another water tower construction that would benefit the lower connection option.
- Continuing to model through the winter.
- Design/build water tower 2025 summer.



## **COW and COP services**

- CITY OF WASILLA

Water connection 1,750; 600,000 GPD

Wells 6ea for total production 2,200GPM

4 Reservoirs totaling 4 million gallons

487 Hydrants

2 booster stations

With 3 other wells needing treatment could  
bring online an additional 1,000GPM.

- CITY OF PALMER

Water connections 2,450; 900,000 GPD

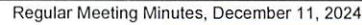
Wells 3ea total production of over 3,000GPM

4 Reservoirs totaling 2.5 million gallons

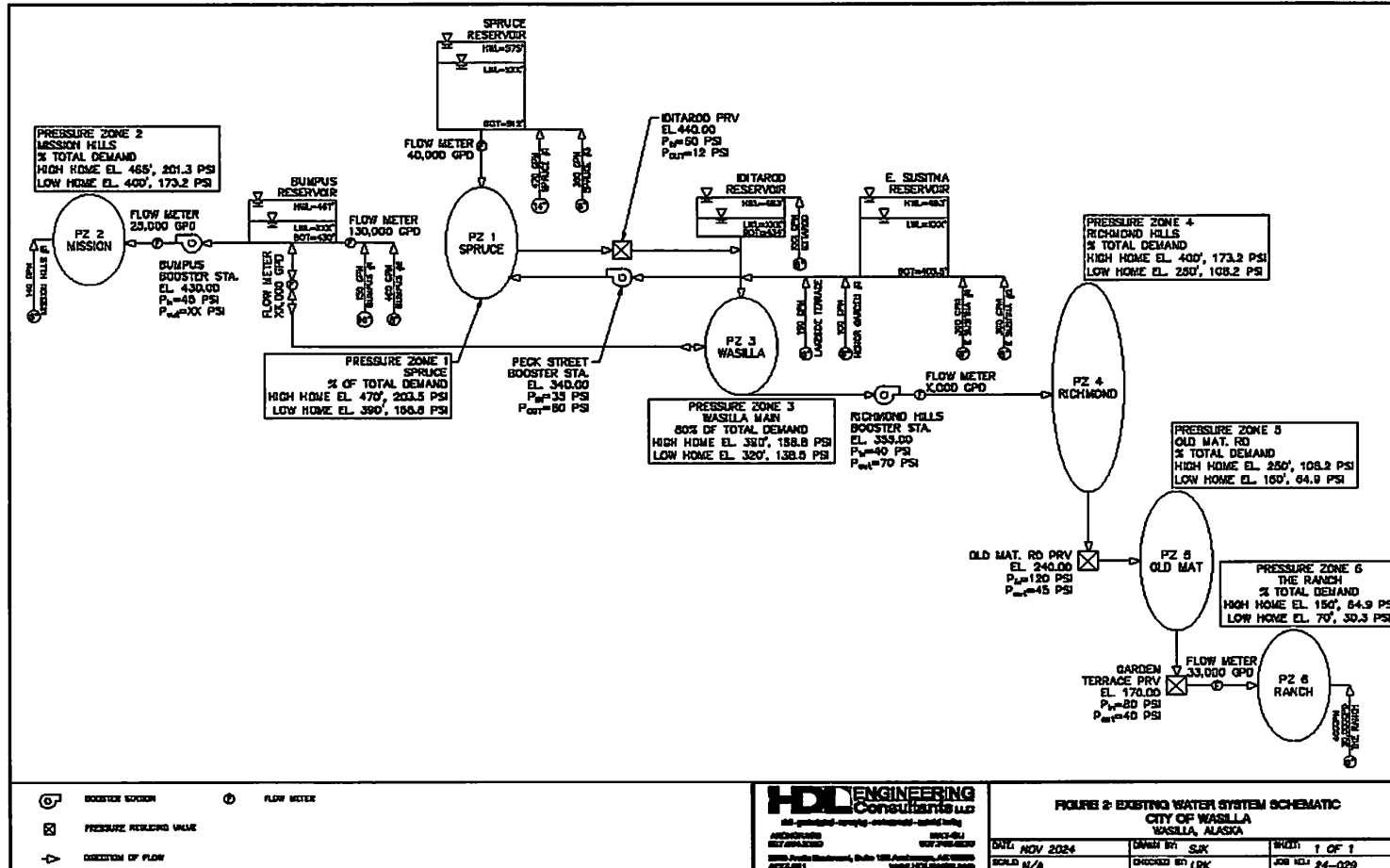
453 Hydrants

2 booster stations

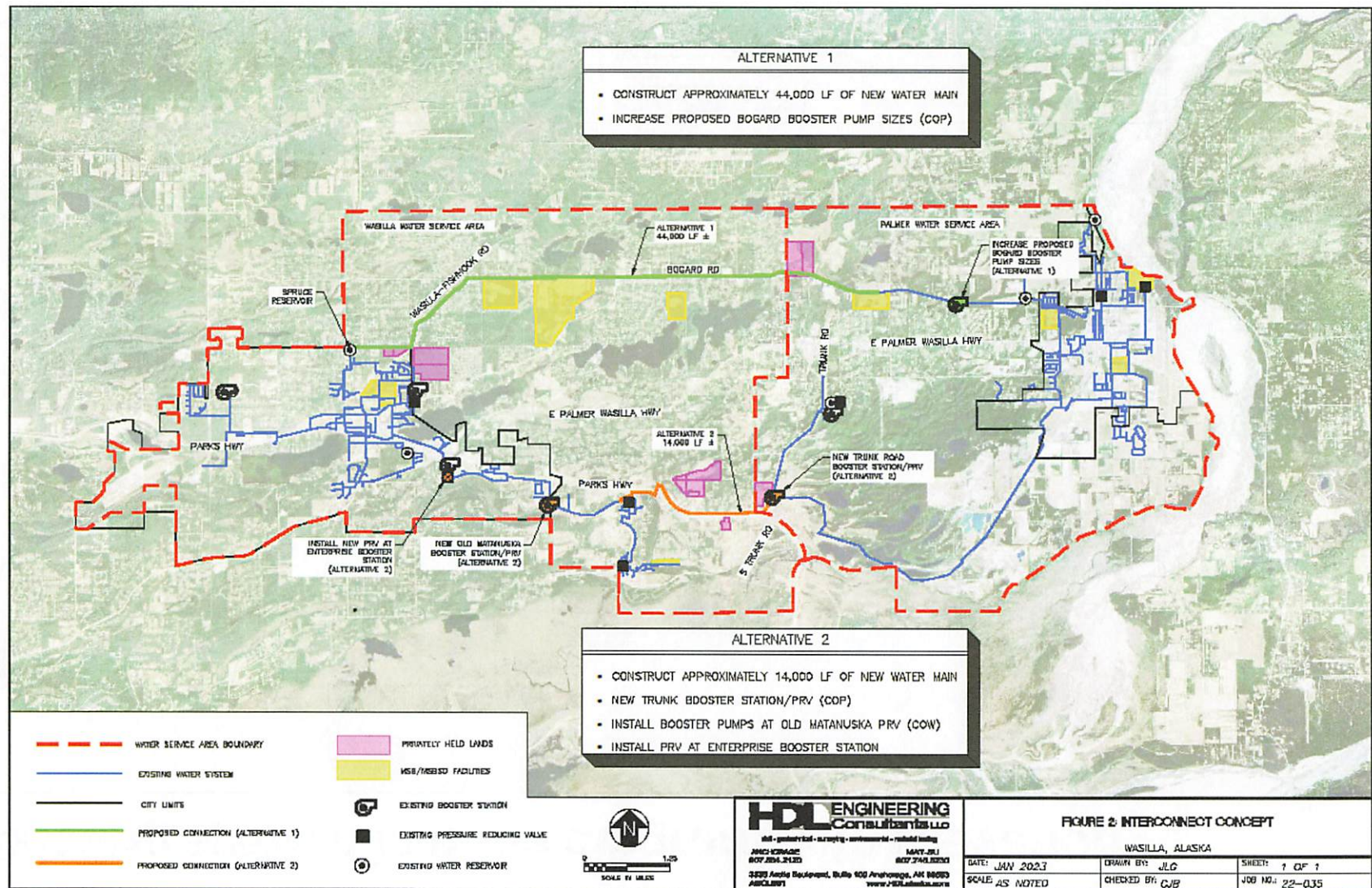




# Existing system in node diagram with Elevation







Introduced: 07/16/02  
Adopted: 08/06/02

**MATANUSKA-SUSITNA BOROUGH  
RESOLUTION SERIAL NO. 02-060**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY APPROVING THE SCOPE OF WORK AND BUDGET FOR THE MATANUSKA-SUSITNA VOLUNTEER WATER QUALITY MONITORING PROGRAM, PROJECT NO. 20307, AS FUNDED BY THE ALASKA STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION.

WHEREAS, over the past decade the population and economy of the Matanuska-Susitna Borough has grown tremendously; and

WHEREAS, over the past decade there has been a corresponding increase in the use of the borough's water supplies; and

WHEREAS, the availability of non-polluted water is important to the economic vitality of the borough; and

WHEREAS, a volunteer-based water quality monitoring program will provide information on the quality of the borough's water supplies as well as involve the local citizenry in the program's implementation; and

WHEREAS, a grant in the amount of \$37,000 from the State of Alaska Department of Environmental Conservation has been accepted and appropriated by Ordinance Serial No. 02-105 by the Matanuska-Susitna Borough; and

WHEREAS, the required match of \$24,666 will be met with the fiscal year 2003 planning division operating budget and volunteer time.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Assembly hereby approves the following scope of work and

budget for the funds awarded by the State of Alaska Department of Environmental Conservation, for the purpose of implementing a volunteer water quality monitoring program:

#### **SCOPE OF WORK**

- Train volunteers in the proper method of collecting water quality samples, conducting Secchi Disk readings, using water quality monitors and completing surveys of wildlife, birds, land use, and human use.
- Citizen monitoring of at least 25 lakes borough wide for dissolved oxygen, pH, conductivity, temperature, and turbidity.
- Citizen monitoring of at least 25 lakes for chlorophyll A and phosphorous.
- Citizen site surveys for at least 25 lakes for wildlife, birds, human use, and surrounding land use.
- Maintain and calibrate equipment, and analyze samples and surveys.
- Continue multi-year database of monitoring results for each lake in the program.
- Coordinate with local Alaska Job Corps for assistance with water quality monitoring programs.
- Fund a part-time, seasonal, volunteer coordinator.
- Educate and outreach to property owners around Lake Lucille.
- Monitor, collect and analyze data and surveys for Lake Lucille.
- Review and revise the Quality Assurance Project Plan as necessary.
- Compose, print, and distribute the annual report of the program's findings.
- Develop a presentation of data, program evaluation and results to the MSB Planning Commission.



**BUDGET**

GRANT	
Salaries/Benefits	\$ 8,037
Contractual	\$25,803
Administration	\$ 3,160
Total	<u>\$37,000</u>
MATCH	
Salaries/Benefits	\$11,367
Materials/Supplies	\$ 4,017
Other (volunteer time)	\$ 9,282
Total	<u>\$24,666</u>
<b>TOTAL</b>	<b>\$61,666</b>

ADOPTED by the Matanuska-Susitna Borough Assembly this 6 day  
of August, 2002.

**/S/**

TIMOTHY L. ANDERSON, Borough Mayor

ATTEST:

**/S/**

SANDRA A. DILLON, Borough Clerk

(SEAL)