

**MATANUSKA-SUSITNA BOROUGH
AGRICULTURE ADVISORY BOARD**

**RECEIVED
MAY 18 2018
CLERKS OFFICE**

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

MINUTES

**REGULAR MEETING
DSJ BUILDING LOWER LEVEL CONFERENCE ROOM**

**April 18, 2018
4:30 P.M.**

I. CALL TO ORDER AT; ROLL CALL

Mr. Harris called the meeting to order at 4:28 p.m.

- A. Members present and establishing a quorum were:
- B. Dr. Norman Harris, James Skinner, Bruce Bush, Dick Zobel, Jon Olsen, Erik Johnson, Derylee Hecimovich, and Jenny VanderWeele participated telephonically.
- C. Members Absent and Excused: Donald Brainard
- D. Members Absent: Brandon VanderWeele
- E. Staff present: Tracy McDaniel, Asset Manager, and Deborah Selman, CD Dept. Admin. Specialist.

II. APPROVAL OF AGENDA; PLEDGE OF ALLEGIANCE – Mr. Zobel requested an amendment to the Agenda to add under V. ITEMS OF NEW BUSINESS; Chijuk Timber Sale and Contract. Mr. Skinner, motioned to approve the Agenda with the amendment, Mr. Olsen 2nd the Agenda was approved by general consent and without objection.

III. AUDIENCE PARTICIPATION (Limit to 3 minutes)

- A. None

IV. APPROVAL OF MINUTES

- A. January 17, 2018

Mr. Johnson motioned to approve the minutes, Mr. Skinner 2nd, the minutes were approved by general consent and without objection.

- B. February 21, 2018 & March 21, 2018 Meetings – None - Cancelled

V. ITEMS OF BUSINESS

- A. Correspondence
 - 1. Email – Erik M. Johnson – SOA Land Sale Brochure Public Notice
- B. Staff Report

1. Tracy McDaniel, Asset Manager, Staff Report 3/7/18

Ms. McDaniel discussed her report and research on the Veteran's Program.

2. Tracy McDaniel, Asset Manager, Staff Report 4/4/18

Ms. McDaniel requested recommendations for potential new board members to fill vacant Seats 3 and 6.

C. PPM Ag Land Sales Subparts Draft Review

1. PPM Draft with edits from January 17, 2018 meeting

1.1 – Authority - Mr. Johnson moved to approve 1.1 Authority as written, Mr. Skinner 2nd, approved by general consent.

2.1 – Classification – Mr. Johnson moved to approve 2.1, Ms. Hecimovich 2nd, approved by general consent.

3.1 – Sale Notice – Mr. Johnson moved to approve 3.1, Mr. Olsen 2nd, approved by general consent.

4.1 – Purchaser Qualification – Amend to strike C through E. Mr. Johnson moved to approve with amendment, Mr. Zobel 2nd, approved with amendment by general consent.

5.1 – Sale Method – Mr. Johnson moved to approve, Mr. Skinner 2nd, approved by general consent.

6.1 – Farm Conservation Plan and Right to Farm Statue – Amend to strike A. 2.a after “changed” to read: The Farm Conservation Plan will be included in the case file and will run with the land until/unless specifically changed. Mr. Johnson moved to approve with amendment, Mr. Zobel 2nd, approve by general consent.

7.1 – Construction of Real Property Improvements – Mr. Johnson move to approve, Mr. Skinner 2nd, approved by general consent.

8.1 – Sale – Amend 8.1 A after “are” to include: “classified by Natural Resource Conservation Service as land capability class, those classes are;...” Mr. Johnson moved to approve the amendment, Mr. Zobel 2nd, amendment approved by general consent. Ms. VanderWeele moved to postpone further discussion on 8.1 until the next meeting on May 16, 2018, Mr. Johnson 2nd, approved by general consent.

D. Chijuk Timber Sale and Contract

Discussion on Chijuk Timber Sale and Contract with no public notice or Ag Board review. Mr. Zobel moved to send a letter to the Borough Assembly, Mr. Skinner 2nd,

approved by general consent. Mr. Harris will draft a letter for the board to review by the next meeting on May 16, 2018.

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

Mr. Bush – Hoping to have a nice, warm growing season.

Mr. Zobel – no comments

Mr. Johnson – Apologized for sending an email to the board and stated he would send all correspondence through the board secretary from now on.

Ms. Hecimovich – Goat and sheep folks are watching the Movi disease closely and the board may want to be aware of their concerns.

Mr. Skinner – Appreciates the board and stated they commented quite well.

Mr. Olsen – no comments

Mr. Harris – no comments

Ms. VanderWeele – no comments


VII. NEXT MEETING

A. May 16, 2018, 4:30 pm – DSJ Building Lower Level Conference Room


VIII. ADJOURNMENT

Mr. Harris adjourned the meeting at 6:06 p.m.

AGRICULTURE ADVISORY BOARD


Norman Rex Harris, Chairman

ATTEST:


Deborah Selman,
Department Administrative Specialist

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CLERKS OFFICE

**MATANUSKA-SUSITNA BOROUGH
AGRICULTURE ADVISORY BOARD
RESOLUTION NO. 18-02**

A RESOLUTION RECOMMENDING ASSEMBLY ACTION TO APPROVE THE REQUEST BY AGRICULTURAL RIGHTS HEIRS TO SUBDIVIDE BY 40-ACRE EXEMPTION AND COMBINE FOUR PARCELS, CONTAINING 720 ACRES, INTO TWO PARCELS TO SEPARATE THE HEIRS TITLE INTEREST AFTER SUBDIVISION (MSB007376).

WHEREAS, the Agriculture Advisory Board was enacted by Matanuska-Susitna Borough Ordinance No. 15-050 to review issues specifically related to and affecting borough agriculture lands, and advise the assembly and manager on such matters; and

WHEREAS, agricultural rights heirs submitted an application requesting to subdivide and combine four parcels, a total of 720-acres, into two parcels to complete their father's estate and separate the heirs' title interest after subdivision; and

WHEREAS, the recorded Covenants, Conditions, and Restrictions of the property require the agricultural rights owners to obtain Borough Assembly approval prior to subdivision; and

WHEREAS, Mr. Arthur Petersen passed away in 2014 and Tax ID Parcels 24N04W23D001 AND 24N04W26A002 were conveyed by the Estate of Mr. Arthur Petersen to the heirs, Mark A. Petersen and Cindy M. Mattingley; and

WHEREAS, Mark Petersen and Cindy Mattingley desire to combine the two larger parcels with their individual 40 acre parcels creating a 440-acre parcel (Mark Petersen) and a 280-acre parcel

(Cindy Mattingley); and

WHEREAS, the proposed subdivision will allow Mr. Petersen and Ms. Mattingley to pursue their individual agricultural endeavors that will be added to adjacent farms that favorable contributes to the economics of agricultural production and allows the heirs the ability to prepare their individual estates.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Agriculture Advisory Board recommends the Matanuska-Susitna Borough Assembly pass an Ordinance to allow Mark Petersen and Cindy Mattingley to subdivide their interest as proposed through the Platting Division, Title 43, 40 Acre Exemption process and the conditions of Matanuska-Susitna Borough Title 13, the code in which the agricultural rights of this property were sold prior to subdivision.

ADOPTED by the Matanuska-Susitna Borough Agriculture Advisory Board this 16th day of MAY, 2018


Norman Rex Harris, Chairman

ATTEST:


Deborah Selman
Department Administrative Specialist

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MAY 24 2018

CLERKS OFFICE

Minutes Fairview Road Service Area #14
Meeting at Snowshoe Elementary School at 6:30pm
February 13, 2018

Quorum: Supervisors Daniel Elliott, Kurt Anderson
and John Harris, and Superintendent Scot Sanderson

Minutes of Previous Meeting August 16, 2017; approved
(There was no November meeting due to lack of quorum.)


Introduction of new supervisor John Harris. Scot Sanderson
gave Mr. Harris a number of documents to explain the
role of a supervisor.

Resolution 1801: Transfer of \$134,000 from Fund Balance
to Capital Improvement Program. Passed by all.

General Discussion: Pavement should occur for Carter, Surrey
and W. Grand Bay Dr. Jenks Dr. and E. Gislason need
drainage improvements. E. Marble Way is at 35% Design.
We agreed that this would be the last season for using
calcium chloride. It would be more effective use of dust
control money on longer lasting piers. It was agreed we
would try to schedule a ride along meeting for all supervisors
during break up. Next regular quarterly meeting: May 16, 2018

Minutes of this meeting 2/13/18 approved May 16, 2018

Dan Elliott


JOHN HARRIS

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MAY 24 2018

CLERKS OFFICE

Meeting of the Board of Directors
May 24, 2018

Agenda: Supervisors' Report
and other business

Supervisor's Report
The Board of Directors

Supervisor's Report
The Board of Directors

Supervisor's Report
The Board of Directors

Supervisor's Report
The Board of Directors

Supervisor's Report
The Board of Directors

Supervisor's Report
The Board of Directors

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

Approved Michael Shields

Attested [Signature]

Date 5/22/18

April 12, 2018, at the MSB O&M Building

Meeting Called to Order at 6:00 pm

In Attendance:

Mike Shields, Supervisor
Roy Nuttal, Supervisor
Will Barickman, MSB Superintendent
Alex Senta, MSB Construction Manager

Visitors

none

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

Approval of Agenda: Approved as amended to include Bergman et.al. under Unfinished Business

Approval of Minutes from January 11, 2018, regular meeting; approved as written.

Borough Staff Reports

Road Superintendent's Report on:

Maintenance contract performance: Continues to be excellent; icing and flooding on Julie Marie continue to be problems, pumped 3 times so far and contractor has bladed to remove ice and restore road crown. Mike reported a resident's verbal question of why the sanding on Aurora Lane has tended to stop at the foot of the steepest segment; as expected it is due to extreme risk to equipment and operators and failure of sand to remain on the road due to its over 20% grade.

Monthly Budget Performance and Fund Balance Reports: Reports handed out.

CIP Projects status: Most projects on hold pending cumulative buildup of funding level. It is probable we could fund the 3 Cabbage Patch street lights and fund the utility relocates portion of the Bergman project this year without endangering the Bergman roads project in FY 19.

Optional Maintenance: Additional snow plowing and a replacement culvert on Ticonderoga came to roughly \$11,000.

Unfinished Business

Roads Bond nomination lists: Mike gave an update on the status of both LRSAAB (the "Big Board") and Capital Projects lists.

Doing Cabbage Patch streetlights in 2018: Will reported the MEA estimate is \$12,000; clearance is scheduled for next week. Brief discussion followed, with the Board supporting moving ahead on this.

Bergman et.al upgrade: We now have \$500K in Fund Balance; it was agreed to do the needed utilities relocates this FY, assuming that FY '19 income will allow project completion in next year and essential upgrade of Julie Marie the following year.

New Business

Resident complaints about sanding on Aurora Lane: See under Staff Reports above.

Resident query about north end of Republican upgrade: Mike gave background; lowest item on CIP List, unlikely to be considered in next 4 to 5 years.

Resolution 18-01 for Funds Transfer: \$100K from Fund Balance to Road Maintenance & Improvements approved by unanimous vote.

Schedule for spring Drive-Around Meeting: Meeting scheduled for 10:00 am May 22, starting at Butte Fire Station.

Recruitment of new Board members: Brief discussion. Board now has one super-busy member and 2 members approaching 80; we should be thinking about our replacements.

Adjourned: Meeting adjourned at 6:45 pm. Drive-Around meeting is on May 22; next regular meeting is on July 12, 2018.

GREATER PALMER CONSOLIDATED
FIRE SERVICE AREA
BOARD OF SUPERVISORS
TUESDAY, JANUARY 9, 2018
3:30 P.M. - PALMER FIRE TRNG. CTR.

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JUN 01 2018
CLERKS OFFICE

MINUTES

- A. CALL TO ORDER. The meeting of the Greater Palmer Consolidated Fire Service Area Board of Supervisors was called to order at 3:30 P.M.
- B. ROLL CALL. Present were board members Barry Mothershead and Jesse Werner. GPFSA personnel attending the meeting were Chief John McNutt, Assistant Chief Todd Russell and Chief Engineer Bruce Axtell. Mat-Su Borough Deputy Director of Fire and Rescue Ken Barkley was also in attendance.
- C. MINUTES FOR APPROVAL. The minutes of the regular meeting of June 20, 2017, were approved as presented.
- D. NEW BUSINESS.

1. 2019 Proposed Budget.

Chief McNutt and Deputy Director Barkley discussed the proposed 2019 budget with the Board of Supervisors. Added items for 2019 include heating fuel oil for Station 32 and building rental for the new fleet maintenance facility. Property and vehicle insurance, administration fees, and audit fees are unknown values at this time. The proposed contract total for 2019 is \$383,683.

2. Station Maintenance.

Chief McNutt stated that Station 32 is nearly complete. The current 300 gallon fuel tank at the station may need to be upgraded to 500 gallons as the station ran out of fuel over the Thanksgiving holiday due to an auto refill issue with the fuel provider. Fencing for the station was discussed. GPCFSA staff expressed concerns regarding potential vandalism issues at the station if the facility is unfenced. Also proposed was the expansion of the current parking lot to the south to provide for additional parking.

Current Station 33 maintenance proposals include parking pad repair due to frost heave and general repairs inside the station.

3. Borough Incident Reporting System.

The Mat-Su Borough has a new incident reporting system in place. The system tracks response types and numbers for each station, as well as total incidents Borough-wide.

E. OLD BUSINESS.

1. General Discussion.

Current projects were briefly discussed.

F. STAFF REPORT/COMMENTS.

Chief McNutt stated the new command vehicle is fully approved.

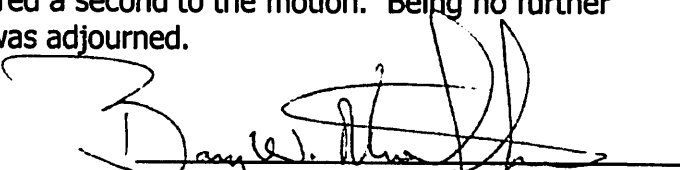
The specifications for the replacement tanker for Tanker 352 are nearly complete. It is expected the bid for the tanker will be put out in February 2018.

Chief McNutt and Chief Engineer Axtell again discussed possible modifications for the air trailer. Proposed changes include the addition of side door louvers with thermostat control as well as exhaust ports. The original air trailer bottle holders have been replaced to accommodate larger SCUBA sized bottles.

The new SCBA's (air packs) are awaiting final approval by the Borough Assembly next week.

Deputy Director Barkley expressed his appreciation for the additional assistance with services that Palmer provides to other departments in the Borough.

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



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

xc: Mat-Su Borough
Mat-Su Borough Public Safety

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JUN 01 2018

MATANUSKA-SUSITNA BOROUGH
HISTORICAL PRESERVATION COMMISSION

CLERKS OFFICE

REGULAR MEETING MINUTES
Thursday, April 19, 2018

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

The regular meeting of the Matanuska-Susitna Borough Historical Preservation Commission was called to order at 6:00 PM on Thursday, April 19, 2018, in the Matanuska-Susitna Borough Conference Room 119, 350 E. Dahlia Avenue, Palmer, Alaska.

Historical Preservation Commission members present and establishing a quorum were:

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

Staff and Agency Representatives in attendance were:
Ted Eischeid, Planner II

II. APPROVAL OF AGENDA

MOTION: Ms. Burlinski made a motion to approve the 3/29/18 minutes with two changes; Mr. Jake Anders seconded. Discussion ensued. Motion passed unanimously.

III. PLEDGE OF ALLEGIANCE

IV. AUDIENCE PARTICIPATION (*three minutes per person*)

There were was no audience participation.

V. GUEST SPEAKERS/STAFF REPORT/CORRESPONDENCE

- a. Sheri Hamming, Palmer Historical Society, did a presentation on the Colony House Museum.
- b. Mr. Eischeid made a staff report.
- c. Correspondence packet was shared.

VI. OTHER REPORTS/HISTORICAL SOCIETY & MUSEUM UPDATES

- a. There were no reports or updates.

VII. OLD BUSINESS

- a. Proposed changes to MSB Code 4.46 Historical Preservation Commission

MOTION: Ms. Deborah Burlinski made a motion to refer proposed changes to MSB Code 4.46 Historical Preservation Commission to a subcommittee of Ms. Fran Seager-Boss and Mr. Jake Anders for edits to consider at the next HPC meeting scheduled for 5/17/18; Ms. Eileen Haines seconded. Discussion ensued. Motion passed unanimously.

- b. Calendar – Meeting Dates and Locations

MOTION: Ms. Deborah Burlinski made a motion to move “Goal Setting” to the next HPC meeting on 4/17/18; Mr. Jake Anders seconded. There was no discussion. Motion passed unanimously.

VIII. NEW BUSINESS

- a. Review process for re-naming Bulchitna Lake and Lake Creek to the correct Dena’ina names.

MOTION: Ms. Fran Seager-Boss made a motion to postpone discussion of this issue until the 4/17/18 HPC meeting; Ms. Eileen Haines seconded. There was no discussion. Motion passed unanimously.

IX. COMMENTS FROM THE BOARD

Ms. Fran Seager-Boss: Spoke about an exhibit at the Dorothy Page Museum. She is also still working on a final meeting location for the 4/17/18 HPC meeting at a Knik-Wasilla Historical Society facility.

X. NEXT MEETING

Thursday, May 17, 2018, 6:30 PM. Location to be determined (probably at Knik-Wasilla Historical Society facility).

XI. ADJOURNMENT

MOTION: Ms. Eileen Haines made a motion to adjourn; Ms. Deborah Burlinski seconded. Motion passed unanimously.

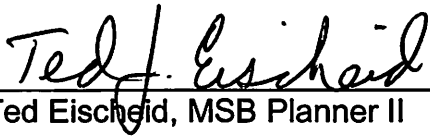
Meeting stands adjourned at 8:06 PM.



Fran Seager-Boss, Chair

Dated: 5/17/18

ATTEST:



Ted Eischeid, MSB Planner II

**MATANUSKA-SUSITNA BOROUGH
HISTORICAL PRESERVATION COMMISSION
RESOLUTION SERIAL NO. 18-03**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH HISTORICAL PRESERVATION COMMISSION RECOMMENDING THAT THE ASSEMBLY SUPPORT THE KANTISHNA HISTORIC MINING DISTRICT RESOURCES OF DENALI NATIONAL PARK MULTIPLE PROPERTY DOCUMENTATION FORM AND THE KANTISHNA ROADHOUSE NATIONAL REGISTER NOMINATION.

WHEREAS, the Matanuska-Susitna Borough Historical Preservation Commission is to recommend to the Assembly historical preservation and restoration programs and site improvements to be supported by the Borough; and

WHEREAS, the Denali National Park and Preserve has proposed and invited comment on the Kantishna Historic Mining District Resources Multiple Property Documentation Form and the Kantishna Roadhouse National Register nomination; and

WHEREAS, the Historical Preservation Commission values these efforts to document, preserve, and interpret our region's history; and

WHEREAS, we recognize the cultural and economic benefits of this effort; and

WHEREAS, this support is right and proper in the Borough's role as a Certified Local Government.

NOW, THEREFORE, BE IT RESOLVED that the Matanuska-Susitna Borough Historical Preservation Commission recommends that the Matanuska-Susitna Borough Assembly express support for the Kantishna Historic Mining District Resources Multiple Property

Documentation Form and the Kantishna Roadhouse National Register nomination.

ADOPTED by the Matanuska-Susitna Borough Historical Preservation Commission this 17th day of May, 2018.

A handwritten signature in blue ink, appearing to read "Fran Seager-Boss", written over a horizontal line.

Fran Seager-Boss, Chair

ATTEST:

A handwritten signature in blue ink, appearing to read "Ted J. Eischeid", written over a horizontal line.
Ted J. Eischeid, Planner II

LOCAL ROAD SERVICE AREA ADVISORY BOARD, MATANUSKA-SUSITNA BOROUGH

MEETING

Held 6:30 pm Thursday April 19, 2018 at West Lakes Fire Station #79

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IN ATTENDANCE:

RSA #

RSA Members Present

CLERKS OFFICE

09-Midway	Dan Tucker P tc		
14-Fairview	Dan Elliott P		
15-Caswell Lakes	Dave Korpi P tc		
16-South Colony		Rhonda Stark	
17-Knik		Daniel Huttunen	
19-Lazy Mountain			
20-Greater Willow			
21-Big Lake			
23-North Colony			
25-Bogard	Gary Hessmer P	Carol Christiansen	
26-Greater Butte			
27-Meadow Lakes	Stephen Edwards P		
28-Gold Trails			
29-Greater Talkeetna	John Strauszenburgh P		
30-Trapper Creek	Joan Medberry P tc		
31-Alpine			

tc = by teleconference **P** = Primary

RSAs not represented: Lazy Mtn (19), Greater Willow (20), Big Lake (21), North Colony (23), Greater Butte (26), Gold Trail (28) and Alpine (31).

MSB Staff: Public Works: Terry Dolan

Borough Staff (other than Public Works):

Borough Mayor: None

Assembly Representatives: None

Visitors: None

CALL TO ORDER at 6:37 pm, with Pledge of Allegiance, Chair Steve Edwards presiding.

ROLL CALL and QUORUM DETERMINATION: 9 of 16 RSAs represented. Quorum was met.

APPROVAL OF AGENDA: Approved as amended to add Logging Contract – Impact on RSA's under New Business.

APPROVAL OF MINUTES: Minutes of March 15, 2018, approved as written.

TRAINING: None

STAFF REPORTS:

A. O&M: Terry Dolan: Passed out Project Update Sheets. Projects are getting out for design and construction bids. Construction will not start for about six weeks. 50% weight restrictions are in place for all MSB roads. There are still roads with excess water. Most gravel roads are rough, no grading will be done until roads dry out. If applicable, dust control will happen shortly. In answer to some questions throughout meeting: only weight restriction waivers extended was to the contractor for RSA 27 for emergency repairs. If board member going on a ride around with Superintendents, advertise for public meeting and have those interested meet you at the road/s. Public Works received list of wish projects from the board, he had to remove all residential classified road, they are generally not bondable. Some

LOCAL ROAD SERVICE AREA ADVISORY BOARD, MATANUSKA-SUSITNA BOROUGH

were able to be upgraded to a collector status. Terry advised Planning that we did want the board list available to the Assembly with the resolution so they could see individual RSA projects recommended from their RSA boards and decide which they wanted to support. Suggested if there is a project that is top priority to contact your assemblymember. Terry going to check with Planning Department and see if the legislation has been done, or will definitely be done by the Planning Department and ensure that both lists will be available to the Assembly. The manager directed Terry and the Planning Department to submit 2 bond lists for consideration. One for @ 50 million and one for @ 100 million with the assumption that this one would be match by federal funds.

BOARD MEMBER REPORTS:

A. TAB: Dan Elliott: Not present at last two meetings but received the following updates; new board officers were nominated, working on a wish list for a road bond package. Email received and approved DOT projects include two Fairbanks projects, Fairview Loop Pathway and Southbound Glenn Highway, Hiland Road to Artillery Road Reconstruction. Some discussion on the extent of these projects. The next TAB meeting is Thursday, April 26, 2018.

UNFINISHED BUSINESS:

A. Resolution of support for Planning Department's Roads Bond List: Steve read two versions of the draft resolution to the board, the first was his version created after the March 15th meeting. The next version included some revisions suggested by Dan Huttunen. Steve led the discussion, primarily determining which list/s were going to be presented with the approved resolution. Dan stated that his view is that the LRSAAB needs to assert their lists and his understanding was that the board was going to support the projects on the common list but wanted any projects submitted on the board list included in the bond package. Much discussion followed, individual members commenting on projects in their area. After much discussion, Steven Edwards motioned for approval of the second version of the resolution. Dan Elliot requested the second version be reread. Steve read the version for approval. No objection received for vote on revised resolution. Steve Edwards called for voice vote, Dan Huttunen seconded. Voting results:

RSA 9__Y__	RSA 14 __Y__	RSA 15__Y__	RSA 16__Y__
RSA 17__Y__	RSA 19____	RSA 20____	RSA 21____
RSA 23____	RSA 25__Y__	RSA 26____	RSA 27__Y__
RSA 28____	RSA 29__Y__	RSA 30__Y__	RSA 31____

Resolution 18-01 adopted by unanimous vote of members present.

Jennifer to contact Planning Department and get the lists completed by Planning, one is the master and includes their recommendations the other is an alternative list and includes road service area projects submitted by the boards and deemed to meet the criteria for bond projects. These to be attached to the fully executed resolution prior to submitting to the Planning Department and the Assembly.

NEW BUSINESS:

A. Nick's memo regarding e-mail "discussions" and Open Meetings Act requirements: Discussed interpretation of requirements. It is acceptable to send out information to board members but do not open up a discussion regarding the information. Discussion followed on

LOCAL ROAD SERVICE AREA ADVISORY BOARD, MATANUSKA-SUSITNA BOROUGH

interpretations of requirements and meaning. Board would like clear rulings from Law. Terry is going to confer with Law and provide some clarification.

- B. New logging contract awarded – impact to RSA's:** John Strassenburgh informed the board that a logging contract was approved by the assembly last week. The route would be Oilwell Road and there would be 25 loads daily. Much discussion followed about impact and potential damage to roads, not just Oilwell but Vine. Oilwell will be maintained as part of the contract because borough code requires the Transportation Plan and the Safety plan to cover the road from cutting area to collector (Petersville). Terry pointed out that roads are designated public right of way and we cannot prevent any one entity from using the roadways.

PERSONS TO BE HEARD: None

CORRESPONDENCE AND INFORMATION: None not covered above.

OTHER BUSINESS: Rhonda asked about current outstanding bonds. Jennifer is going to get the debt portion of the proposed FY19 budget and send to all members of the boards. Steve reminded everyone to talk with their assemblymembers about their road bond projects. Rhonda asked best way to report problems seen on roads or with maintenance. Advised her to report all to the Road Hotline, 861-7755. Joan asked about getting speed limit changed, specifically on Oilwell. Terry said boards can get an engineer's analysis that the RSA would pay for, get with your Superintendent to set up.

BOARD COMMENTS: Carol Christensen asked Terry about the Bogard/Engstrom safety issue. State intersection, they have several concepts for design. Public Works has seen several versions and have recommended a design. Discussion followed.

ADJOURNMENT: Gary Hessmer moved, all board second; meeting adjourned at 8:10 pm.

NEXT MEETING: Thursday, May17, 2018 at the West Lakes Fire Station #79, 1250 Spring Drive.

Board Chair



Board Secretary



Matanuska-Susitna Borough
FISH AND WILDLIFE COMMISSION

Thursday, April 19, 2018 3:00pm

MINUTES

I. CALL TO ORDER/ROLL CALL

Meeting was called to order at 3:0pm by Terry Nininger; Commissioners present: Larry Engel, Andy Couch, Terry Nininger, Howard Delo, Jim Sykes, John Wood, Mike Wood and Bruce Howard.

II. APPROVAL OF AGENDA

MOTION: Larry Engel made a motion to approve the agenda; Howard Delo seconded the motion.

AMENDMENT: Terry Nininger added NPFMC to the Agenda; and Move Fish Protection Grants and Prince William Sound hatchery pink salmon straying to the May meeting; John Wood added Task Force meeting discussion.

Motion approved as amended by unanimous vote.

III. APPROVAL OF MINUTES

a. February 15, 2018

MOTION: John Wood made a motion to approve the minutes; Howard Delo seconded the motion.

Discussion: John Wood made a motion to amend the minutes on Page 3 to state he said "met with the Governor's staff".

Motion approved as amended by unanimous vote.

b. March 15, 2018

MOTION: Howard Delo made a motion to approve the minutes; John Wood seconded the motion.

Discussion: Terry Nininger advised the commission to keep the concept of a workshop on our radar. Bruce Knowles advised that Reuben Hanke will be providing a draft King Salmon management plan for Norther Cook Inlet for consideration shortly – he will forward to the commission when it is available.

Motion approved by unanimous vote.

IV. AUDIENCE INTRODUCTION/PARTICIPATION

Neil Dewitt – here representing himself – brought up road tree cutting in Trapper Creek.

Emily Anderson – Wilde Salmon Center-presenting on Ballot initiative

Rich Graham

Ron Benkert – ADF&G

Jerome Ryan – Su-Knik Mitigation Bank Presentation

Ray Nix – MSB Land and Resource Management
Greg Pralle – MSB Land and Resource Management

V. STAFF/AGENCY REPORTS & PRESENTATIONS

a. Wetland Mitigation – Jerome Ryan, Su-Knik Mitigation Bank

A power point presentation was shown along with other visuals regarding the Wetland Mitigation.

Discussion: The presentation was about the Army Corps of Engineers using old information for mitigation requirements. The commission was interested in Mr. Jerome's presentation. Mr. Larry Engel stated that this was a new issue for the commission. "As a commission, we need to be informed. Would like to put time and effort into this." Mr. Ryan would like a resolution from the FWC. Mr. Terry Nininger asked about the pipeline crossing borough land and using that as leverage. Mr. Jerome Ryan will be back in May and June and he is working with Mr. Ray Nix and legal regarding resolution wording. Mr. Howard Delo suggested that Mr. Jerome Ryan ask ADF&G for escapement data. Mr. Andy Crouch stated it is not just escapement data, it's also harvest data that is needed. Mr. John Wood recommended a resolution requesting borough attorney to get research on our legal rights and get back to us. The urgency of this is roughly three months. Mr. Howard Delo is uncertain of our position as the commission is an advisory board.

MOTION: John Wood made a motion to make a request to the manager and the Assembly to help the FWC get legal advice on our options on the mitigation bank and projects that may affect our wetlands in the borough and the departure of the 2008 rule by the Corps. and public input on the process; Howard Delo seconded the motion.

Discussion: Need to get the legal aspects figured out and then obtain the data.
Motion approved by unanimous vote.

Mr. Larry Engel asked Mr. Jerome Ryan how he became involved. Mr. Jerome Ryan stated that the borough put out for an RFP and his company responded – this was a long process. They were awarded the contract in 2006 from a second RFP.

Five-minute recess. Returned at 4:17pm.

b. Stand for Salmon Overview – Emily Anderson & Ron Benkert
A power point presentation was shown.

Discussion: Mr. Mike Wood stated the reason for having the Stand for Salmon Overview. "The commission asked for clarification on what the initiative language means. We wanted to show support or at least remain neutral. We are stepping out on a big limb if we

choose to support changes to Title 16. After the presentation we can have a debate on where we want to go with this.”

This is about updating the fish habitat permitting laws which are about 50 years old – passed just after Statehood. Ron Benkert gave an overview of current habitat permitting processes and what was proposed in HB199 (which looks it isn’t moving out of committee this session). Emily Anderson spoke to the Ballot Initiative and that the proposed changes would include standards that permits would have to meet for water quality, quantity and fish passage- but that those standards are purposefully not prescriptive so they allow the department the ability to craft regulations that make sense and can be enforced.

MOTION: Larry Engel made a motion to support the initiative; Howard Delo seconded the motion.

Discussion: None

Motion approved by a vote of six to one (Mr. John Wood opposed).

VI. ITEMS OF BUSINESS

a. Assembly Resolution

MOTION: Howard Delo made a motion to support the resolution; John Wood seconded the motion.

Discussion: Amend resolution to add aquatic habitat in front of laws and another WHEREAS, Alaska Board of Fish recommended that permit requirements for fish habitat be updated/visited/etc.

Motion approved by a vote of six (Mr. Jim Sykes abstained).

b. NPFMC (email)

Nomination deadline is June 1, @ 12:00pm; let’s review this at May meeting – encourage group to nominate themselves and to contact Sherry Wright.

VII. MEMBER COMMENTS

Howard Delo: Spoke with legislator to get an idea of how he feels about HB199 – he said he was against but if he received a letter, he would vote yes.

John Wood: Thanks to Mike for having Emily and Ron provide a presentation on the initiative. The Governor wanted to meet on smaller scale with respect to the Task Force. Terry should get ahold of Commissioner Cotton to get status of Task Force; what is our goal? Return to biological capacity of our watershed?

Mike Wood: Meeting was awesome – loved the questions. Glad Jerome Ryan was here. We are all fighting for the same thing.

Andy Couch: One of my goals is King Salmon. ADF&G to come out with answers that would be the trigger to the management plan.

Bruce Knowles: No comment.
Randall Kowalke: (absent)
Larry Engel: No Comment
Terry Nininger: We need to be proactive – have a workshop with ADF&G. Concur with John. Glad to have Jerome Ryan here. We need to keep focused on this.

MOTION: Andy Couch made a motion to have Howard Delo request information from ADF&G on runs that are not meeting escapement or are close to not meeting escapement; John Wood seconded the motion.

Discussion: no discussion
Motion approved unanimously.

MOTION: Howard Delo made motion to adjourn; Larry Engel seconded the motion.
Motion approved by unanimous vote.

VIII. ADJOURNED at 6:30pm



Terry Nininger, Chair

ATTEST: 

Brianne Blackburn, Staff

The regular meeting of the Matanuska-Susitna Borough Planning Commission was held on May 7, 2018, at the Matanuska-Susitna Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 6:00 p.m. by Chair Colleen Vague.

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

Planning Commission members present and establishing a quorum:

Ms. Mary Anderson, Assembly District #1
Ms. Eileen Patterson, Assembly District #2
Ms. Patricia Chesbro, Assembly District #3
Ms. Colleen Vague, Assembly District #4, Chair
Mr. Chris Elder, Assembly District #5
Mr. Stafford Glashan, Assembly District #6
Mr. Sassan Mossanen, Assembly District #7, *via teleconference*

Staff in attendance:

Ms. Eileen Probasco, Planning and Land Use Department Director
Mr. Alex Strawn, Development Services Manager
Ms. Shannon Bodolay, Assistant Borough Attorney
Mr. Christopher Cole, Planner II
Ms. Mary Brodigan, Planning Commission Clerk

II. APPROVAL OF AGENDA

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

GENERAL CONSENT: The agenda was approved without objection.

III. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Mr. Alex Strawn, a member of Planning Staff.

IV. CONSENT AGENDA

A. Minutes

1. April 16, 2018, regular meeting minutes

A. INTRODUCTION FOR PUBLIC HEARING: QUASI-JUDICIAL MATTERS

1. **Resolution 18-14**, a Conditional Use Permit (CUP) in accordance with MSB 17.30 – Conditional Use Permit for Earth Materials Extraction Activities; allowing a modification to the operation of mining site, located at 55339 S. Parks Highway (Tax ID# 23N04W32C001); Township 23 North, Range 4 West, Section 32, Seward Meridian. Public Hearing: May 21, 2018. (*Applicant: Quality Asphalt & Paving, Staff: Mark Whisenhunt*)

A. INTRODUCTION FOR PUBLIC HEARING: LEGISLATIVE MATTERS

1. **Resolution 18-21**, recommending Assembly adoption of the Settlers Bay Coastal Park Recreation Development Plan. Public Hearing: May 21, 2018. (*Staff: Emerson Krueger*)
2. **Resolution 18-15**, recommending the Assembly amend definitions related to Marijuana within MSB 17.60. Public Hearing: May 21, 2018. (*Staff: Alex Strawn*)

Chair Vague read the consent agenda into the record.

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

GENERAL CONSENT: The consent agenda was approved without objection.

V. COMMITTEE REPORTS

(There were no committee reports.)

VI. AGENCY/STAFF REPORTS

(There were no agency/staff reports.)

VII. LAND USE CLASSIFICATIONS

(There were no land use classifications.)

VIII. AUDIENCE PARTICIPATION (Three minutes per person.)

The following persons spoke in favor of Resolution 18-06: Ms. Elizabeth Thickstun, Mr. Scott Anselm, Mr. Mike Pannone, Ms. Kim Evans, and Mr. Steven Pannone.

The following person spoke regarding changing the times when planes can take off at the Wolfe Lake Airport: Mr. Randy Hixson.

The following person spoke in opposition to Resolution 18-06: Mr. Robert Farmer.

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

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

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

(There were no quasi-judicial public hearings.)

X. PUBLIC HEARING LEGISLATIVE MATTERS

- A. **Resolution 18-12**, recommending Assembly approval of an ordinance amending the applicability of MSB 17.60 Conditional Uses to exempt the Port MacKenzie Special Land Use District from permit requirements within MSB 17.60, and adding Standards within MSB 17.23 Port MacKenzie Special Land Use District to address Junkyards. (*Staff: Alex Strawn*)

Chair Vague read the resolution title into the record.

Mr. Alex Strawn provided a staff report:

- staff recommended approval of the resolution.

Commissioners questioned staff regarding:

- whether CUP applications will go before the Port Commission or just the Borough Manager;
- can the PC recommend that the Assembly require all applications for port development go through the Port Commission;
- clarification of Section 5 on page 125 of the packet and whether the reference to a commission is the Planning Commission or the Port Commission; and
- confirmation that these amendments are intended to streamline the permit process at the Port.

Chair Vague opened the public hearing.

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

Chair Vague invited staff to respond to questions and statements from the audience.

Mr. Strawn responded to questions and statements from a member of the audience.

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

MOTION: Commissioner Glashan moved to approve Resolution 18-12. The motion was seconded.

MOTION: Commissioner Glashan moved a primary amendment to item d) on page 3 of 4 of the ordinance (page 125 of the packet) by substituting “prevent” for “protect from” and insert “soil, surface water, and” after “of” to read: “The commission shall consider whether adequate controls are in place to prevent contamination of soil, surface water, and groundwater”. The motion was seconded.

VOTE: The primary amendment to the ordinance passed without objection.

Discussion ensued regarding:

- concerns with the lack of public process for permitting at the Port;

- clarification that public notification is not the same as a public hearing;
- clarification of how the Borough Manager will get input from the public if there is no public hearing;
- potential negative consequences that may result from this ordinance; and
- the average time that it takes to approve a permit and how much time will be saved by implementing this streamlined process.

VOTE: The main motion passed with Commissioners Vague, Anderson, and Patterson in opposition.

XI. CORRESPONDENCE AND INFORMATION

(There was no correspondence and information.)

XII. UNFINISHED BUSINESS

- A. **Resolution 18-06**, recommending Assembly approval of an ordinance adopting MSB 17.10 Overlay Districts. Postponed from March 19, 2018. *(Staff: Eileen Probasco).*

Ms. Eileen Probasco and Mr. Christopher Cole provided a staff report:

- staff recommended approval of the resolution recommending Assembly approval of the substitute draft ordinance.

MOTION: Commissioner Anderson moved to amend by substitution the draft ordinance dated May 7, 2018. The motion was seconded.

VOTE: The motion to amend by substitution passed without objection.

MOTION: Commissioner Chesbro moved a primary amendment to substitute “may” for “will not” and insert “the distance of which shall be considered on a case by case basis” after “areas” in 17.10.110(B)(4) to read: “Privately owned, restricted use airports may be known as ‘restricted airports.’ Aviation Activity Notice Areas will be established for these areas, the distance of which shall be considered on a case by case basis”. The motion was seconded.

MOTION: The primary amendment passed without objection.

Discussion ensued regarding:

- safety concerns with the compatibility of the airport next to residential areas;
- clarification that this is a notification zone only, and not authorizing any uses or restrictions;
- whether there are noise restrictions and if they apply to airports;
- clarification that the lakes are managed by the state;
- lakes should be addressed lake by lake as some lakes are too small to allow for aircraft; and
- clarification of notification requirements.

MOTION: Commissioner Anderson moved a primary amendment to the second WHEREAS statement in the ordinance to substitute “an aviation activity notice area district” for “several aviation overlay districts”, to read: “The Wolf Lake airport group has submitted a request to the borough to develop an Aviation Activity Notice Area District” and to strike “first” in the third WHEREAS statement. The motion was seconded.

(The meeting recessed at 7:40 p.m., and reconvened at 7:50 p.m.)

VOTE: The primary amendment to the ordinance passed without objection.

Commissioner Glashan referred to item (D) on page 4 of 5 of the ordinance and suggested that since there is currently only one Aviation Activity Notice Area, the item should be made singular.

MOTION: Commissioner Glashan moved a primary amendment to make Item (D) on page 4 of 5 of the ordinance a single item. The motion was seconded.

VOTE: The primary amendment passed without objection.

VOTE: The main motion to approve Resolution 18-06 passed without objection.

XIII. NEW BUSINESS

(There was no new business.)

XIV. COMMISSION BUSINESS

A. Upcoming Planning Commission Agenda Items

Ms. Probasco provided a brief update on projects that will be coming before the Planning Commission.

XV. DIRECTOR AND COMMISSIONER COMMENTS

Commissioner Patterson suggested that based on a comment from a member of the public, it would be a good idea to have someone come from Radio Free Palmer live stream PC meetings.

Commissioner Chesbro:

- stated that she looked at the Wolf Lake Lake Management Plan and noted that at that time they did not want to restrict air traffic noise at all;
- they were interested in restricting water craft noise;
- noted that there was a flurry of lake management plans in the 1990’s; and
- suggested that perhaps communities will want to take another look at their lake management plans to see if they still meet their needs.

Chair Vague:

- thanked staff for all of their hard work; and
- stated her appreciation that Planning has been approved for an additional staff member to help with the work load.

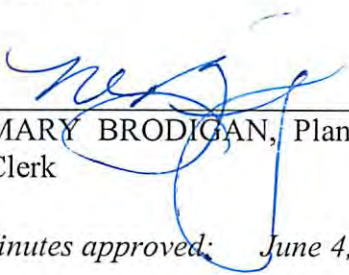
XVI. ADJOURNMENT

The regular meeting adjourned at 8:01 p.m.



COLLEEN VAGUE, Planning Commission
Chair

ATTEST:



MARY BRODIGAN, Planning Commission
Clerk

Minutes approved: June 4, 2018

By: Mark Whisenhunt
Introduced: May 7, 2018
Public Hearing: May 21, 2018
Action: Approved

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 18-14**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION APPROVING THE MODIFICATION OF AN EXISTING CONDITIONAL USE PERMIT FOR THE EXTRACTION OF 2,000,000 CUBIC YARDS OF EARTH MATERIAL FROM A 52.3-ACRE SITE WITHIN A 55.83-ACRE PARCEL, LOCATED WITHIN TOWNSHIP 23 NORTH, RANGE 4 WEST, SECTION 32, TAX PARCEL C1 (23N04W32C001), SEWARD MERIDIAN.

WHEREAS, an application for was submitted by Colaska (dba QAP) to modify an existing conditional use permit to remove earth materials from 55339 S. Parks Highway (Tax ID# 23N04W32C001); located within Township 23 North, Range 04 West, Section 32, Seward Meridian; and

WHEREAS, the applicant is specifically requesting three changes: 1) Expanding the hours and days of operation to 7:00 a.m. - 7:00 p.m., daily. The existing Conditional Use Permit restricts the operation to 7:00 a.m. - 7:00 p.m., Monday through Saturday. 2) Extending the expiration of the permit by one year, to 2028. 3) Expanding the size of the operation to 52.3 acres, with an extraction of approximately 2,000,000 cubic yards of material. The existing Conditional Use Permit allows the extraction of approximately 600,000 cubic yards of material from a 20-acre site within the subject parcel; and

WHEREAS, MSB 17.30.110 allows a property owner to apply for a modification of a Conditional Use Permit; and

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

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

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

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

WHEREAS, on April 3, 2017, Colaska (dba QAP) obtained approval from the MSB Planning Commission to conduct a commercial earth materials extraction operation on the subject property, through the adoption of Planning Commission Resolution 17-05; and

WHEREAS, Colaska (dba QAP) is currently operating in accordance with Conditional Use Permit #173020160001; and

WHEREAS, the total footprint for earth material extraction activity is 52.3 acres; and

WHEREAS, earth material extraction activity is expected to begin in May and end in November annually, with the expected final year of extraction occurring in 2028; and

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

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

WHEREAS, an ADNR reclamation plan with financial assurance was accepted by ADNR for this project site; and

WHEREAS, per the application material, a qualified person has determined a storm water pollution prevention plan (SWPPP) is not required as there is no reasonable potential to cause a discharge of storm water into any waters of the United States; and

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

WHEREAS, this property is located within the Susitna (formerly Y) Community Council planning area. The Y Community Council Area Comprehensive Plan was adopted in 2007; and

WHEREAS, according to the application material, a 25-foot vegetative buffer with a 15-foot tall berm will encompass the mining area; and

WHEREAS, according to the application material, the applicant is proposing to increase the height of the earthen berms by 5 feet, for a total height of 15 feet; and

WHEREAS, according to the application material, proximity alarms have been installed on all vehicles preventing unnecessary backup alarm noises; and

WHEREAS, two haul routes have been identified: 1) direct access onto an unnamed access road within the Parks Highway right-of-way, then proceed to the frontage road known as S. Parka Parkway, and then proceed north or south on the Parks Highway to the location of the road project. 2) During the Parks Highway upgrade project, the site will access the highway project area directly; and

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

WHEREAS, according to the application material, the applicant will install monitoring wells to ensure the operation does not mine below or within four feet of the seasonal high water table; and

WHEREAS, according to the application material, slopes will be left at 2:1 (H:V) which meets the standards of MSB 17.28.067(D)

which requires a maximum 50 percent (2:1) slope or the natural stabilized angle of repose of the existing earth material; and

WHEREAS, goal four of the Y Community comprehensive plan states: *Guide location and character of development with significant off-site impacts to minimize impacts on environmental and community quality, particularly industrial activities and natural resource development, e.g. coal-bed methane, logging, gravel extraction, etc. Encourage forms of development that create economic opportunity and help sustain the area's rural character, including agriculture and timber harvesting; and*

WHEREAS, under Standards for Specific Uses of the Y Community comprehensive plan it states: *Sand and Gravel Extraction - The following policies apply to all existing and future operations:·An approved Master Plan for Operations and Reclamation is required prior to commencing operations. Operators must put up a performance bond ensuring compliance to the master plan and other development standards. · Reclamation required - Return the land to a useable state. Noise - If necessary to avoid disrupting neighboring uses, build sound reducing walls around the operation. · Use of residential roads by trucks, heavy equipment is a significant community concern. The amount and timing of use shall be limited to avoid congestion, noise, dust and safety impacts on community roads; and*

WHEREAS, an operations plan was submitted to the Borough as part of the application material; and

WHEREAS, an ADNR reclamation plan with financial assurance was accepted by ADNR for this project site; and

WHEREAS, earthen berms and vegetative buffers have been incorporated into the operation plan as noise mitigation measures; and

WHEREAS, according to the application material, water trucks will be used on gravel haul routes and at the site as needed during operations as a dust control measure; and

WHEREAS, land uses within one-half mile of the site contain a mixture of undeveloped, recreational, and residential uses; and

WHEREAS, lands abutting the site contain undeveloped and residential uses; and

WHEREAS, large undeveloped parcels ranging from 10 to 40 acres in size are directly to the south and west; and

WHEREAS, to the north, northeast, and southwest there is a mix of vacant land and residential homes on parcels ranging from one to eight acres in size; and

WHEREAS, earth material extraction activity is expected to begin in May and end in November annually, with the expected final year of extraction occurring in 2028; and

WHEREAS, the Parks Highway and Alaska Railroad abut the parcel to the northwest and west; and

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

WHEREAS, according to the application material, the proposed crusher and hot mix asphalt plant will be located at the southern area of the property, which is maximizing the distance to residential uses as required by condition #14 of Conditional Use Permit #173020160001; and

WHEREAS, all of the site plan(s) and site development information have been provided; and

WHEREAS, the applicant is required to obtain and comply with an Environmental Protection Agency (EPA) Air Quality Permit for the operation of the hot mix asphalt plant; and

WHEREAS, MSB 17.30.055(B) requires the operation to comply with State and Federal laws pertaining to air quality, water quality, and the use and storage of hazardous materials, waste and explosives; and

WHEREAS, according to the site plan, the location of permanent and semi-permanent structures associated with the proposed use meet setback requirements; and

WHEREAS, maps are included in the record identifying surrounding property ownership, existing land uses, and waterbodies within ½ mile of the proposed site; and

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

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

WHEREAS, Matanuska-Susitna Borough data lists S. Parka Parkway as a minor collector road that is maintained by the Borough; and

WHEREAS, according to the application material, it is estimated that at peak operation, the site will produce approximately 40 trips an hour; and

WHEREAS, Noise levels exceeding the levels in 17.28.060(A)(5)(a) are prohibited; and

WHEREAS, according to the application material, if lighting is needed, exterior lighting will be located and shielded to direct the light towards the ground, in order to minimize light spillage onto adjacent properties and upward into the night sky and illumination or other fixtures mounted higher than 20 feet or 150 watts or more will have downward directional shielding; and

WHEREAS, National Wetlands Inventory data shows wetlands near the parcel but not within the parcel boundaries; and

WHEREAS, the Planning Commission conducted a public hearing on May 21, 2018 on this matter.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby adopts the aforementioned findings of fact and makes the following conclusions of law supporting approval of Planning Commission Resolution 18-14:

1. All of the requirements to demonstrate compliance with state and federal law have been met (17.30.055(A)); and
2. The proposed modification is not inconsistent with the applicable comprehensive plan (MSB 17.30.60(A)(1)); and
3. The proposed modification with conditions, will not detract from the value, character and integrity of the surrounding area (MSB 17.30.060(A)(2)); and
4. The application material has met all of the requirements of this chapter (MSB 17.30.060(A)(3)); and
5. The proposed modification with conditions, will not be harmful to the public health, safety, convenience and welfare (MSB 17.30.060(A)(4)); and
6. Sufficient setbacks, lot area, buffers and other safeguards are being provided (MSB 17.30.60(A)(5)); and
7. The surrounding property ownership, existing land uses, and wetlands and water bodies within the notification area have been identified (MSB 17.28.060(A)(1)); and

8. Location of the proposed mining activities, description of the topography and vegetation, and approximate time sequence for the duration of the mining activity have been determined. No permanent, semi-permanent, or portable equipment are anticipated to be located within the required setbacks (MSB 17.28.60(A)(2)); and
9. The proposed traffic route and traffic volumes have been identified. Traffic generated from the proposed use will not exceed 100 trips during the morning or afternoon peak hour or more than 750 trips per day, as specified in MSB 17.61.090, Traffic Standards (MSB 17.28.60(A)(3)); and
10. Existing vegetation and earthen berms will be used to meet the visual screening measures (MSB 17.28.60(A)(4)); and
11. The proposed modification with conditions, meets the noise standards in accordance with MSB 17.28.060(A)(5); and
12. The proposed modification meets lighting standards in accordance with MSB 17.28.060(A)(6); and
13. Earth materials extraction activities will not take place within 100 feet of any identified wetlands or waterbodies in accordance with MSB 17.28.060(A)(7).

BE IT FURTHER RESOLVED, that the Planning Commission finds the proposed modification does meet the applicable standards of MSB 17.30 and 17.28 and does hereby modifies the conditional use permit approved on April 3, 2017 for the earth material extraction activities, by approving the following conditions to supersede conditions two, three, four, five, thirteen, fourteen, and twenty-one of Planning Commission Resolution 17-05:

1. All aspects of the operation shall comply with the description detailed in the application material related to this request for modification. An amendment to the Conditional Use Permit shall be required prior to any alteration or expansion of the material extraction operation.
2. Material extraction shall be limited to the area (approximately 52.3 acres in size) identified in the applicant's site plan(s) with the "received" stamp dated April 11, 2018.
3. The 15-foot tall earthen berms encompassing the mining area identified on the site plan(s) with the "received" stamp dated April 11, 2018, shall be maintained.
4. The vegetative buffer surrounding the proposed mining area shown on the site plan(s) with the "received" stamp dated April 11, 2018, shall be maintained.

5. All extraction activities, including all activity that causes noise, dust, or traffic, shall remain limited to 7:00 a.m. to 7:00 p.m., Monday through Saturday and 7a.m. to 7 p.m. on Sundays with traffic prohibited from Parka Way.
6. In order to maximize the distance from the residential areas, the rock crusher and hot mix plant shall be operated in the location identified in the applicant's site plan(s) with the "received" stamp dated April 11, 2018.
7. On-site maintenance of vehicles shall be done in an area where all leaks can be contained with drip pans or other discharge prevention devices.
8. Authorization for earth material extraction activities approved by this modification of Conditional Use Permit #173020160001 shall expire on December 31, 2028.

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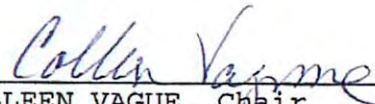
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ADOPTED by the Matanuska-Susitna Borough Planning Commission
this 21st day of May, 2018.



COLLEEN VAGUE, Chair

ATTEST



MARY BRODIGAN, Planning Clerk

(SEAL)



APPROVED UNANIMOUSLY: Vague, Patterson, Chesbro, Elder,
Glashan, and Mossanen

RECEIVED

JUN 01 2018

CLERKS OFFICE

By: Alex Strawn
Introduced: May 7, 2018
Public Hearing: May 21, 2018
Action: Approved

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 18-15**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION
RECOMMENDING APPROVAL OF AN ORDINANCE CHANGING THE APPLICABILITY AND
AMENDING DEFINITIONS RELATED TO MARIJUANA WITHIN MSB 17.60.

WHEREAS, MSB 17.60 requires marijuana related facilities to
be separated 1,000 feet from school grounds; and

WHEREAS, there is currently no definition of school grounds
within borough code; and

WHEREAS, without a definition within borough code there is
the potential for argument as to whether certain facilities are
considered a school; and

WHEREAS, in February 2018, Senate Bill 6 was unanimously approved
by the house of representatives and is expected to be signed by the
Governor; and

WHEREAS, Senate Bill 6 amends the definition of marijuana within
AS 17.38 to explicitly exclude industrial hemp and remove Cannabidiol
(CBD) oil from the definition of "hashish oil", a Schedule IIIA drug;
and

WHEREAS, CBD oil is one of many non-psychoactive cannabinoids
produced by plants within the genus Cannabis; and

WHEREAS, in anticipation of additional non-psychoactive
cannabinoids being isolated and made available for consumption, Assembly

Ordinance 18-027 proactively exempts these products from Borough regulation.


NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby recommends approval of Assembly Ordinance 18-027, an ordinance changing the applicability and amending definitions related to marijuana within MSB 17.60.

ADOPTED by the Matanuska-Susitna Borough Planning Commission this 21st day of May, 2018.



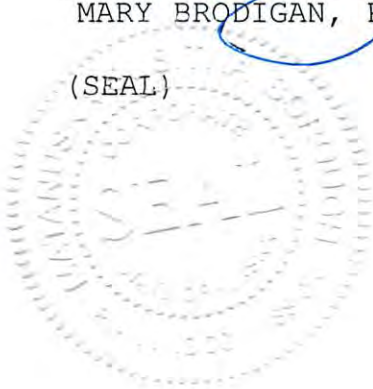
COLLEEN VAGUE, Chair

ATTEST



MARY BRODIGAN, Planning Clerk

(SEAL)



YES: *Vague, Patterson, Chesko, Elder, Glashan, and*
NO: *Mossanen*

RECEIVED

JUN 06 2018

CLERKS OFFICE

By: Mark Whisenhunt
Introduced: May 21, 2018
Public Hearing: June 4, 2018
Action: Approved

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 18-16**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION APPROVING A CONDITIONAL USE PERMIT FOR THE OPERATION OF A MARIJUANA RETAIL FACILITY AT 3550 SOUTH OLD GLENN HIGHWAY, TAX ID# 17N02E23D025; LOCATED WITHIN TOWNSHIP 17 NORTH, RANGE 2 EAST, SECTION 23, SEWARD MERIDIAN.

WHEREAS, an application has been received from Chad Ragsdale, dba Matanuska Cannabis Company, LLC, for a conditional use permit for the operation of a marijuana retail facility at 3550 South Old Glenn Highway (Tax ID# 17N02E23D025); within Township 17 North, Range 2 East, Section 23, Seward Meridian; and

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

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

WHEREAS, the building is a single story commercial structure approximately 2,934 square feet in size, with the proposed retail facility occupying 1,166 square feet of the structure; and

WHEREAS, the subject commercial structure has been used commercially since its construction in 1971; and

WHEREAS, the proposed use is wholly contained within the commercial structure; and

WHEREAS, the Old Glenn Highway has many different uses on its frontage, including residential, commercial, and industrial; and

WHEREAS, the subject parcel sits on the northwest corner of the Old Glenn Highway and South Bodenburg Loop intersection. South Bodenburg Loop is to the south and the South Old Glenn Highway is to the east. The applicant owns a vacant lot abutting the parcel to the west. The parcel to the north was developed in 1970 with a log home; and

WHEREAS, the closest residential structure is approximately 200 feet away from the proposed use; and

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

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

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

WHEREAS, the closest school (Butte Elementary School) is approximately 4,400 feet away from the proposed use; and

WHEREAS, the proposed use accesses the Old Glenn Highway via an existing permitted driveway on the east side of the property; and

WHEREAS, the Alaska Department of Transportation has issued driveway permit #28035 for access onto the Old Glenn Highway; and

WHEREAS, the Old Glenn Highway is classified as a Highway, which is capable of accommodating traffic generated by several commercial retail businesses; and

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

WHEREAS, according to the security plan, security cameras, motion detectors, and lighting will be used to monitor all activities at the facility; and

WHEREAS, the State Fire Marshal Office has issued Full Plan Review #2017Anch1576, for the commercial structure; and

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

WHEREAS, after proper notification of the State of Alaska Alcohol & Marijuana Control Office, all marijuana products deemed unusable will be ground up and mixed with compostable material and sealed in a container. The waste will then be taken State of Alaska Alcohol & Marijuana Control Office approved site or the local landfill; and

WHEREAS, according to the application material, the commercial structure is located approximately 43 feet from the Old Glenn Highway right-of-way, 61 feet from the South Bodenburg Loop right-of-way, 10.4 feet from the west side lot line, and 155 feet from the north side lot line; and

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

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

WHEREAS, according to the application material, the building's HVAC system will be fitted with charcoal based filters to remove marijuana odors; and

WHEREAS, the applicant has improved the property since taking ownership by, removing junk and trash, painting the structure, and adding a new fence; and

WHEREAS, at the April 4-6 meeting, the State of Alaska Marijuana Control Board voted to approve Matanuska Cannabis Company Marijuana Retail Facility, License # 14200 with delegation; and

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

WHEREAS, the applicant has provided a copy of the approved Full Plan Review #2017Anch1576; and

WHEREAS, the proposed use is approximately 1,166 square feet in size; and

WHEREAS, a marijuana retail facility 1,166 square feet in size is required to provided four parking spaces with one ADA compliant space; and

WHEREAS, according to the site plan, six customer parking spaces will be provided; and

WHEREAS, according to the site plan, each space will be 20 feet in length and ten feet wide; and

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

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

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

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

WHEREAS, the Planning Commission conducted a public hearing on June 4, 2018 on this matter.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby adopts the aforementioned findings of fact and makes the following conclusions of law supporting approval of Planning Commission Resolution 18-16:

1. The proposed use, with conditions, will not detract from the value, character and integrity of the surrounding area (MSB 17.60.100(B)(1)).
2. The proposed use will not be harmful to the public health, safety, convenience and welfare (MSB 17.60.100(B)(2)).
3. Sufficient setbacks, lot area, buffers and other safeguards are being provided (MSB 17.60.100(B)(3)).
4. The application material has met all of the requirements of this chapter (MSB 17.60.100(B)(4)).
5. The proposed use will not negatively affect other properties due to factors such as noise and odor (MSB 17.60.150(A)(1)).
6. Measures are in place to reduce negative affects upon adjacent properties (MSB 17.60.150(A)(2)(a-c)).
7. The proposed use is compatible with the character of the surrounding area (MSB 17.60.150(A)(3)).
8. The proposed use is more than 1,000 feet away from any school grounds (MSB 17.60.150(B)(1)).
9. The applicant has provided a copy of the documents demonstrating all applicable licenses pertaining to 3 AAC 306.005 have been obtained (MSB 17.60150(D)(1)).
10. The proposed use is in full compliance with all applicable fire code (MSB 17.60.150(D)(2)).

11. The proposed use is located on a parcel that is appropriate for commercial use (MSB 17.60.170(A)(1-3)).
12. The proposed use meets the minimum number of parking space for retail facilities (MSB 17.60.170(B)).
13. The proposed use complies with current ADA parking space guidelines (MSB 17.60.170(C)).

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

1. The operation shall comply with all applicable state and local regulations.
2. All aspects of the operation shall comply with the description detailed in the application material and with the conditions of this permit. An amendment to the Conditional Use Permit shall be required prior to any expansion of the conditional use.
3. The operation shall comply with the maximum permissible sound level limits allowed, per the requirements of MSB 8.52 - Noise, Amplified Sound and Vibration.
4. The hours of operation shall not exceed 8:00 a.m. - 10:00 p.m., daily.
5. Borough staff shall be permitted to enter premises subject to this permit to monitor compliance with permit

requirements. Such access will at minimum, be allowed on demand when activity is occurring, and/or with prior verbal or written notice, and/or at other times as necessary to monitor compliance. Denial of access to Borough staff shall be a violation of this Conditional Use Permit.

6. Within thirty (30) days of opening the facility, a copy of active license issued by the State of Alaska Marijuana Control Board shall be provided the MSB Development Services Division.

ADOPTED by the Matanuska-Susitna Borough Planning Commission
this 4th day of June, 2018.



COLLEEN VAGUE, Chair

ATTEST



MARY BRODIGAN, Planning Clerk

(SEAL)

YES: *Vague, Anderson, Patterson, Chestro, Elder, Glashan,*
and Mohanen
NO:

RECEIVED

JUN 07 2018

CLERKS OFFICE

By: Mark Whisenhunt
Introduced: May 21, 2018
Public Hearing: June 4, 2018
Action: Approved

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 18-17**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION APPROVING A CONDITIONAL USE PERMIT FOR THE OPERATION OF CONVENIENCE MARKET WITH GAS PUMPS AND AN ALCOHOLIC BEVERAGE PACKAGE STORE WITHIN THE CORE AREA, AT 4644 NORTH TRUNK ROAD, TAX ID# 18N01E24D011; LOCATED WITHIN TOWNSHIP 18 NORTH, RANGE 1 EAST, SECTION 24; SEWARD MERIDIAN.

WHEREAS, an application has been received from Matt Gittlein of KG Enterprises, LLC, for a conditional use permit for the operation of a convenience market with gas pumps and an alcoholic beverage package store at 4644 N. Trunk Road (Tax ID# 18N01E24D011); within Township 18 North, Range 1 East, Section 24, Seward Meridian; and

WHEREAS, the land uses along Palmer Fishhook Road and Trunk Road consist of residential, commercial, and recreational uses; and

WHEREAS, the closest package store to the proposed use is approximately 2.8 miles away at the intersection of East Palmer-Wasilla Highway and North Stringfield Road (formerly known as Old Trunk Road); and

WHEREAS, large parcels to the west and northwest range from ten to 60 acres in size and contain wetlands, streams, farm lands and residential home sites. The property to the north contains

wetlands that have been fill with gravel, but no other development. To the east of Palmer Fishhook Road are parcels ranging from five to 33 acres in size with residential homes. To the south of Trunk Road are parcels ranging from one to 37 acres in size. Almost all of the parcels to the south are developed with residential homes; and

WHEREAS, the proposed use will access Trunk Road and Palmer Fishhook Road; and

WHEREAS, Trunk Road is classified as a major collector, which is capable of accommodating traffic generated by several commercial retail businesses; and

WHEREAS, Palmer Fishhook Road is classified as a major collector, which is capable of accommodating traffic generated by several commercial retail businesses; and

WHEREAS, the proposed building is approximately 4,800 square feet in size, with the alcoholic beverage package store occupying approximately 1,300 square feet. The remainder of the building will be occupied by convenience market with gas pumps; and

WHEREAS, the proposed use is not within a developed residential subdivision; and

WHEREAS, according to the application material, the proposed hours of operation are 8:00 a.m. to 12:00 a.m., daily; and

WHEREAS, the site will be landscaped along the south and east sides of the parking lot, which face the public rights-of-way; and

WHEREAS, the building's exterior is similar to other commercial buildings built by the applicant; and

WHEREAS, KG Enterprises, LLC (dba Valley Country Store) operates two other package stores; and

WHEREAS, the borough has no record of complaints filed under MSB 8.40 Liquor License Referrals, against any of the other Valley Country Store operations; and

WHEREAS, the nearest school (Colony High School) is approximately 9,000 feet south of the site. State regulations preclude package store licenses within 200 feet of a school; and

WHEREAS, the applicant is actively working with the Alaska Department of Transportation (ADOT) to develop a safe access plan which meets ADOT requirements; and

WHEREAS, the applicant has provided a Limited Traffic Impact Analysis for the proposed use; and

WHEREAS, the Limited Traffic Impact Analysis indicates the proposed use will generate more than 100 vehicles during morning and afternoon peak hours; and

WHEREAS, the Limited Traffic Impact Analysis makes the following findings/recommendations: 1) The driveways be constructed in accordance with Alaska Highway Preconstruction Manual (PCM); 2) Minimum corner clearance for both approaches shall be 340 feet; 3) Speed-change lanes are not required; 4) No sight distance obstruction mitigation is required; and

WHEREAS, the applicant is actively working with USACE to obtain proper permitting to development within designated wetlands; and

WHEREAS, according to the application material, a runoff catchment plan is being developed to prevent potential oil and gas spills from penetrating the ground or reaching wetlands; and

WHEREAS, the applicant has requested a plan review with State of Alaska Fire Marshal's office to ensure the development is in compliance with the applicable fire code; and

WHEREAS, the subject parcel is approximately 9.52 acres in size; and

WHEREAS, the proposed structure is approximately 129 feet from the Palmer Fishhook Road right-of-way, 119 feet from the Trunk Road right-of-way, 321 feet from the west side lot line, and 633 feet from the north side lot line; and

WHEREAS, the proposed structure is approximately 361 feet from Carnegie Creek; and

WHEREAS, the gas pump canopy is approximately 38 feet from the Trunk Road right-of-way, and approximately 43 feet from the Palmer Fishhook Road right-of-way; and

WHEREAS, the proposed package store will be located within the convenience store with gas pumps; and

WHEREAS, there will be separate cashier counters for the alcoholic beverage package store and convenience store; and

WHEREAS, the closest residential structure is approximately 450 feet south of the proposed use; and

WHEREAS, the applicant is not proposing and outdoor amplified sound activities; and

WHEREAS, the operation must comply with the maximum permissible sound level limits allowed, per the requirements of MSB 8.52 - Noise, Amplified Sound and Vibration; and

WHEREAS, the Trunk Road and Palmer Fishhook Road intersection was upgraded to accommodate higher volumes of traffic in 2013; and

WHEREAS, the Matanuska-Susitna Borough Long Range Transportation Plan, was adopted in 2017 and lists Trunk Road and Palmer Fishhook Road at a Level of Service (LOS) of "C or better"; and

WHEREAS, according to the site plan, a total of 24 customer parking spaces will be provided; and

WHEREAS, according to the site plan, 3 customer parking spaces designated for persons with disabilities will be provided; and

WHEREAS, there will be one parking space for every 200 square feet of floor area for the entire building; and

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

WHEREAS, the Planning Commission has reviewed this application with respect to applicable standards set forth in MSB 17.61; and

WHEREAS, the Planning Commission conducted a public hearing on June 4, 2018 on this matter.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby adopts the aforementioned findings of fact and makes the following conclusions of law supporting approval of Planning Commission Resolution 18-17:

1. The proposed use will preserve or not materially detract from the value, character and integrity of the surrounding area (MSB 17.61.070(B)(1)).
2. The proposed use will not be harmful to the public health, safety, convenience, and welfare (MSB 17.61.070(B)(2)).
3. Sufficient setbacks, lot area, buffers or other safeguards are being provided (MSB 17.61.070(B)(3)).
4. The proposed use will operate in accordance with the noise standards (MSB 17.61.080).
5. The proposed use will not negatively affect the safe, efficient flow of traffic on any highway, arterial, collector or street from which access to and from the establishment is obtained (MSB 17.61.090(A)).
6. The adjacent road segment and intersection are at an acceptable level of service (MSB 17.61.090(B)).
7. Adequate parking will be provided (MSB 17.61.090(C)).

8. The proposed use is compatible with and will not adversely affect the surrounding residential uses (MSB 17.61.110(B)(1)).
9. The proposed use will not adversely affect property values of surrounding areas (MSB 17.61.110(B)(2)).
10. The proposed use will not create unreasonable noise levels beyond the property of the proposed location (MSB 17.61.110(B)(3)).
11. The proposed use will not adversely affect the safe and efficient flow of traffic on any highway, arterial, collector, or street from which access to and from the business occurs (MSB 17.61.110(B)(4)).
12. The proposed use will provide adequate off-street parking (MSB 17.61.110(B)(5)).
13. Measures will be in place reduce any negative effect upon adjacent properties (MSB 17.61.110(B)(6)).
14. The application material has met all of the purposes of this chapter (MSB 17.61.110(B)(7)).

BE IT FURTHER RESOLVED, the Planning Commission finds this application does meet the standards of MSB 17.61 and does hereby approve the conditional use permit for the operation of a convenience market with gas pumps and an alcoholic beverage package store, with the following conditions:

1. The operation shall comply with all other applicable federal, state, and local regulations.
2. All aspects of the operation shall comply with the description detailed in the application material and with the conditions of this permit. An amendment to the Conditional Use Permit shall be required prior to any expansion of the conditional use.
3. The operation shall comply with the maximum permissible sound level limits allowed, per the requirements of MSB 17.61.080 - Noise Standards and MSB 8.52 - Noise, Amplified Sound and Vibration.
4. Prior to operation, a copy of the final approval for access issued by ADOT, including site plans, shall be provided to the MSB Development Services Division. All access shall be developed as approved by ADOT.
5. A modification in accordance with MSB 17.61.120 shall be required if state or federal permits require alteration of the proposed development from that which is shown on the site plan received May 23, 2018.
6. Prior to operation, a copy of the approved permit(s) issued by USACE shall be provided to the MSB Development Services Division.
7. Prior to operation, the site shall be designed to capture all storm water runoff, in order to prevent pollution

from the site from entering the adjacent wetlands. More specifically, storm water runoff from parking area and fueling stations shall be captured by an on-site treatment system. All storm water management and treatment systems shall be designed by a qualified professional engineer register to practice in the State of Alaska. Also prior to operating, a copy of the final plans related to this condition shall be provided to the MSB Development Services Division.

8. Prior to operating, a copy of the approval issued by ADEC for the on-site septic system shall be provided to the MSB Development Services Division.
9. Provide a copy of the approved State of Alaska package store license #302, within 30 days of its issuance.
10. Provide a copy of the approved State of Alaska Fire Marshal plan review, within 30 days of its issuance.

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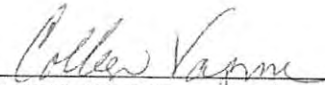
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ADOPTED by the Matanuska-Susitna Borough Planning Commission
this 4th day of June, 2018.



COLLEEN VAGUE, Chair

ATTEST



MARY BRODIGAN, Planning Clerk

(SEAL)



YES: Vague, Chesbro, Elder, and Mossanen

NO: Anderson and Patterson

RECEIVED

JUN 07 2018

CLERKS OFFICE

By: Mark Whisenhunt

Introduced: May 21, 2018

Public Hearing: June 4, 2018

Action: Approved

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 18-18**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION APPROVING A CONDITIONAL USE PERMIT FOR THE OPERATION OF AN ALCOHOLIC BEVERAGE PACKAGE STORE WITHIN A CONVENIENCE STORE, AT 4644 NORTH TRUNK ROAD, TAX ID# 18N01E24D011; LOCATED WITHIN TOWNSHIP 18 NORTH, RANGE 1 EAST, SECTION 24; SEWARD MERIDIAN.

WHEREAS, an application has been received from Matt Gittlein of KG Enterprises, LLC, for a conditional use permit for the operation of an alcoholic beverage package store within a convenience store at 4644 N. Trunk Road (Tax ID# 18N01E24D011); within Township 18 North, Range 1 East, Section 24, Seward Meridian; and

WHEREAS, the land uses along Palmer Fishhook Road and Trunk Road consist of residential, commercial, and recreational uses; and

WHEREAS, the closest package store to the proposed use is approximately 2.8 miles away at the intersection of East Palmer-Wasilla Highway and North Stringfield Road (formerly known as Old Trunk Road); and

WHEREAS, large parcels to the west and northwest range from ten to 60 acres in size and contain wetlands, streams, farm lands and residential home sites. The property to the north contains wetlands that have been fill with gravel, but no other development.

To the east of Palmer Fishhook Road are parcels ranging from five to 33 acres in size with residential homes. To the south of Trunk Road are parcels ranging from one to 37 acres in size. Almost all of the parcels to the south are developed with residential homes; and

WHEREAS, the proposed use will access Trunk Road and Palmer Fishhook Road; and

WHEREAS, Trunk Road is classified as a major collector, which is capable of accommodating traffic generated by several commercial retail businesses; and

WHEREAS, Palmer Fishhook Road is classified as a major collector, which is capable of accommodating traffic generated by several commercial retail businesses; and

WHEREAS, the proposed building is approximately 4,800 square feet in size, with the alcoholic beverage package store occupying approximately 1,300 square feet. The remainder of the building will be occupied by convenience market with gas pumps; and

WHEREAS, the proposed use is not within a developed residential subdivision; and

WHEREAS, according to the application material, the proposed hours of operation are 8:00 a.m. to 12:00 a.m., daily; and

WHEREAS, the site will be landscaped along the south and east sides of the parking lot, which face the public rights-of-way; and

WHEREAS, the building's exterior is similar to other commercial buildings built by the applicant; and

WHEREAS, KG Enterprises, LLC (dba Valley Country Store) operates two other package stores; and

WHEREAS, the borough has no record of complaints filed under MSB 8.40 Liquor License Referrals, against any of the other Valley Country Store operations; and

WHEREAS, the nearest school (Colony High School) is approximately 9,000 feet south of the site. State regulations preclude package store licenses within 200 feet of a school; and

WHEREAS, the applicant is actively working with the Alaska Department of Transportation (ADOT) to develop a safe access plan which meets ADOT requirements; and

WHEREAS, the applicant has provided a Limited Traffic Impact Analysis for the proposed use; and

WHEREAS, the Limited Traffic Impact Analysis indicates the proposed use will generate more than 100 vehicles during morning and afternoon peak hours; and

WHEREAS, the Limited Traffic Impact Analysis makes the following findings/recommendations: 1) The driveways be constructed in accordance with Alaska Highway Preconstruction Manual (PCM); 2) Minimum corner clearance for both approaches shall be 340 feet; 3) Speed-change lanes are not required; 4) No sight distance obstruction mitigation is required; and

WHEREAS, the applicant is actively working with USACE to obtain proper permitting to development within designated wetlands; and

WHEREAS, according to the application material, a runoff catchment plan is being developed to prevent potential oil and gas spills from penetrating the ground or reaching wetlands; and

WHEREAS, the applicant has requested a plan review with State of Alaska Fire Marshal's office to ensure the development is in compliance with the applicable fire code; and

WHEREAS, the subject parcel is approximately 9.52 acres in size; and

WHEREAS, the proposed structure is approximately 129 feet from the Palmer Fishhook Road right-of-way, 119 feet from the Trunk Road right-of-way, 321 feet from the west side lot line, and 633 feet from the north side lot line; and

WHEREAS, the proposed structure is approximately 361 feet from Carnegie Creek; and

WHEREAS, the gas pump canopy is approximately 38 feet from the Trunk Road right-of-way, and approximately 43 feet from the Palmer Fishhook Road right-of-way; and

WHEREAS, the proposed package store will be located within the convenience store with gas pumps; and

WHEREAS, there will be separate cashier counters for the alcoholic beverage package store and convenience store; and

WHEREAS, the closest residential structure is approximately 450 feet south of the proposed use; and

WHEREAS, the applicant is not proposing and outdoor amplified sound activities; and

WHEREAS, the operation must comply with the maximum permissible sound level limits allowed, per the requirements of MSB 8.52 - Noise, Amplified Sound and Vibration; and

WHEREAS, signs will be limited to the fuel canopy and the building itself; and

WHEREAS, the Trunk Road and Palmer Fishhook Road intersection was upgraded to accommodate higher volumes of traffic in 2013; and

WHEREAS, the Matanuska-Susitna Borough Long Range Transportation Plan, was adopted in 2017 and lists Trunk Road and Palmer Fishhook Road at a Level of Service (LOS) of "C or better"; and

WHEREAS, according to the site plan, a total of 24 customer parking spaces will be provided; and

WHEREAS, according to the site plan, 3 customer parking spaces designated for persons with disabilities will be provided; and

WHEREAS, there will be one parking space for every 200 square feet of floor area for the entire building; and

WHEREAS, there is no information available to determine where the individuals involved in the alcohol-related accidents obtained the alcoholic beverages; and

WHEREAS, a package store does not serve liquor on the premises; and

WHEREAS, consumption on site is prohibited; and

WHEREAS, persons under the age of 21 are prohibited from purchasing alcoholic beverages; and

WHEREAS, Alaska Statute 04.16.030 specifically prohibits the sale of alcoholic beverages to drunken persons; and

WHEREAS, the Alcoholic & Marijuana Control Office (ABC) has no record of violations by KG Enterprises, LLC; and

WHEREAS, staff has no information indicating the applicant, KG Enterprises, LLC (dba Valley Country Store) is untrustworthy or unfit to conduct business in the borough or that the applicant is a potential source of harm to the public; and

WHEREAS, the Planning Commission has reviewed this application with respect to applicable standards set forth in MSB 17.61; and

WHEREAS, the Planning Commission conducted a public hearing on June 4, 2018 on this matter.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby adopts the aforementioned findings of fact and makes the following conclusions of law supporting approval of Planning Commission Resolution 18-18:

1. The proposed use is compatible with and will preserve or not materially detract from the value, character and

- integrity of the surrounding area (MSB 17.70.100(A)(1)(a)).
2. The proposed use will not be harmful to the public health, safety, convenience, and welfare (MSB 17.70.100(A)(1)(b)).
 3. Sufficient setbacks, lot area, buffers or other safeguards are being provided (MSB 17.70.100(A)(1)(c)).
 4. There will not be any negative effects upon the properties in the area due to such factors as dust, noise, obtrusive advertising and glare (MSB 17.70.100(A)(2)(a)).
 5. The proposed use will not negatively affect the safe, efficient flow of traffic on any highway, arterial, collector or street from which access to and from the establishment is obtained (MSB 17.70.100(A)(2)(b)).
 6. Measures will be in place to reduce any negative effect upon adjacent and nearby properties (MSB 17.70.100(A)(2)(c)).
 7. Adequate parking will be provided (MSB 17.70.100(A)(2)(d)).
 8. Access to the premises will not create an unreasonable traffic hazard (MSB 17.70.100(A)(2)(e)).
 9. Traffic will not overtax existing road systems (MSB 17.70.100(A)(2)(f)).

10. The proposed use is compatible with the character of the surrounding area (MSB 17.70.100(A)(2)(g)).
11. The proposed use will not increase the crime rate in the area or increase alcohol-related accidents (MSB 17.70.110(B)(1)).
12. The applicant has not had a liquor license suspended or revoked in the 12 months preceding the application (MSB 17.70.110(B)(2)).
13. The applicant is trustworthy or fit to conduct business in the borough and the applicant is not a potential source of harm to the public (MSB 17.70.110(B)(3)).

BE IT FURTHER RESOLVED, the Planning Commission finds this application does meet the standards of MSB 17.70 and does hereby approve the conditional use permit for the operation of an alcoholic beverage package store within a convenience market with gas pumps, with the following conditions:

1. The operation shall comply with all other applicable federal, state, and local regulations.
2. All aspects of the operation shall comply with the description detailed in the application material and with the conditions of this permit. An amendment to the Conditional Use Permit shall be required prior to any expansion of the conditional use.

3. The operation shall comply with the maximum permissible sound level limits allowed, per the requirements of MSB 17.61.080 - Noise Standards and MSB 8.52 - Noise, Amplified Sound and Vibration.
4. Prior to operation, a copy of the final approval for access issued by ADOT, including site plans, shall be provided to the MSB Development Services Division. All access shall be developed as approved by ADOT.
5. Prior to operation, a copy of the approved permit(s) issued by USACE shall be provided to the MSB Development Services Division.
6. Prior to operation, the site shall be designed to capture all storm water runoff, in order to prevent pollution from the site from entering the adjacent wetlands. More specifically, storm water runoff from parking area and fueling stations shall be captured by an on-site treatment system. All storm water management and treatment systems shall be designed by a qualified professional engineer register to practice in the State of Alaska. Also prior to operating, a copy of the final plans related to this condition shall be provided to the MSB Development Services Division.

7. Prior to operating, a copy of the approval issued by ADEC for the on-site septic system shall be provided to the MSB Development Services Division.
8. Provide a copy of the approved State of Alaska package store license #302, within 30 days of its issuance.
9. Provide a copy of the approved State of Alaska Fire Marshal plan review, within 30 days of its issuance.
10. The hours of operation shall be limited to 8:00 a.m. to 10:00 p.m. daily.

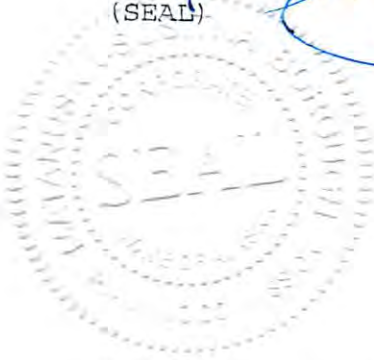
ADOPTED by the Matanuska-Susitna Borough Planning Commission
this 4th day of June, 2018.


COLLEEN VAGUE, Chair

ATTEST


MARY BRODIGAN, Planning Clerk

(SEAL)



YES: Vague, Chesbro, Elder, and Mossanen

NO: Anderson and Patterson

RECEIVED
JUN 06 2018
CLERKS OFFICE

By: Joseph Metzger
Introduced: May 21, 2018
Public Hearing: June 4, 2018
Action: Approved

MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 18-19

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION APPROVING A CONDITIONAL USE PERMIT FOR A NEW COMMERCIAL USE WITHIN THE DENALI STATE PARK SPECIAL USE DISTRICT AT 13285 NORTH BYERS CREEK LANDING, TAX ID# 4327B02L002; LOCATED WITHIN TOWNSHIP 30 NORTH, RANGE 5 WEST, SECTION 4, SEWARD MERIDIAN.

WHEREAS, an application has been received by Bryan and Sheryl Lynch, for a conditional use permit for the construction of two cabins to be used as short term accommodation rentals within the Denali State Park Special Use District at 13285 N. Byers Creek Landing, Tax ID# 4327B02L002; located within Township 30 North, Range 5 West, Section 4, Seward Meridian; and

WHEREAS, MSB 17.17.060(A)(5) requires a conditional use permit for commercial uses within Denali State Park Special Use District; and

WHEREAS, unless this type of use is maintained under and in accordance with a lawfully issued permit, the construction of two cabins to be used as short term accommodation rentals is considered non-compatible development; and

WHEREAS, the subject lot remained vacant until 2015 when a single family residence, driveway, and gravel pad were constructed; and

WHEREAS, the proposed construction of two cabins for short term accommodation rentals is considered a commercial use; and

WHEREAS, the application material indicates the maximum height of the proposed cabins is approximately 13 feet above finished grade; and; and

WHEREAS, according to the application material, as measured from the closest structure, the proposed use will be set back approximately 42 feet from the northwest lot line, 62 feet from a private recreational easement on the northeast portion of the subject parcel, 120 feet from the northeast lot line, 81 feet from the southeast lot line, and 83 feet from North Byers Creek Landing right-of-way; and

WHEREAS, the subject parcel is located approximately 215 feet from the George Parks Highway right-of-way; and

WHEREAS, the proposed use will be located greater than 120 feet from the ordinary high water mark of Byers Creek; and

WHEREAS, according to the application material, there will be two signs installed on the right side of the driveway gate post. One sign will consist of the parcel address and the other will contain the business name. The signs will each be 10" x 18"; and

WHEREAS, the application material indicates a minimum of two dedicated parking spaces for each cabin; and

WHEREAS, low traffic volumes are predicted to be associated with the proposed use. According to the ITE Trip Generation Rates

- 9th Edition the proposed use is most closely associated as a recreational home. Using a factor of three to include the existing structure and two proposed cabins, traffic rates are expected to be a total of nine trips per day; and

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

WHEREAS, the surrounding properties have several different land uses including residential, recreational, undeveloped, and commercial; and

WHEREAS, according to the application material, the proposed use will provide visitors to Denali State Park with an additional lodging option that may allow visitors to increase their length of stay at the park; and

WHEREAS, the proposed cabins will be constructed of wood logs on the exterior and are designed to complement the natural landscape; and

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

WHEREAS, access to the property is from North Byers Creek Landing onto an existing gated driveway; and

WHEREAS, the application material specifies the use of the two purposed cabins for short term accommodation rentals to be

used primarily during the summer months from May 1 through September 1; and

WHEREAS, the application material indicates the two identical cabins will be relatively small in nature; with an 11' x 13' footprint and 12'7 x 17' total size including overhangs; and

WHEREAS, the application indicates natural buffers such as trees and shrubbery will be kept in place to the extent possible; and

WHEREAS, each cabin will be equipped with fire extinguisher, smoke and carbon monoxide detectors, and two casement emergency egress windows; and

WHEREAS, the lot size is sufficient for use and the cabins will be made of wood logs and designed to complement the natural landscape; and

WHEREAS, the Planning Commission has reviewed this application with respect to standards set forth in MSB 17.17.090, 17.17.110, 17.17.130 and 17.17.180; and

WHEREAS, the Planning Commission conducted a public hearing on June 4, 2018 on this matter.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby adopts the aforementioned findings of fact and makes the following conclusions of law supporting approval of Planning Commission Resolution 18-19:

1. The proposed use will be in accordance with the building height requirements (MSB 17.17.090).
2. The proposed use will be in accordance with the setback requirements (MSB 17.17.110).
3. The proposed use will be in accordance with the signage requirements (MSB 17.17.130).
4. The proposed use will not detract from the value, character or integrity of Denali State Park (MSB 17.17.180(A)(1)).
5. The application material has met all of the requirements of this chapter (MSB 17.17.180(A)(2)).
6. The proposed use will not be harmful to the public health, safety, convenience and welfare (MSB 17.17.180(A)(3)).
7. The proposed use provides sufficient access, setbacks, lot area, parking space, buffers, and other safeguards (MSB 17.17.180(A)(4)).

BE IT FURTHER RESOLVED, that the Planning Commission finds this application does meet the standards of MSB 17.17 and does hereby approve the conditional use permit for the construction of two cabins for short term accommodation rentals, with the following conditions:

1. The operation shall comply with all applicable local, state, and federal regulations.
2. All aspects of the operation shall comply with the description detailed in the application material and with the conditions of this permit. An amendment to the Conditional Use Permit shall be required prior to any expansion of the conditional use.
3. Borough staff shall be permitted to enter premises subject to this permit to monitor compliance with permit requirements. Such access will at minimum, be allowed on demand when activity is occurring, and/or with prior verbal or written notice, and/or at other times as necessary to monitor compliance. Denial of access to Borough staff shall be a violation of this Conditional Use Permit.
4. The applicant shall abide by all applicable standards in the Code of Federal Regulations pertaining to signage.
5. The applicant shall obtain final approval of their Borough Driveway Permit by March 28, 2019.
6. The applicant shall contain all associated parking with the rental cabins wholly on the subject parcel.

/

/

ADOPTED by the Matanuska-Susitna Borough Planning Commission
this 4th day of June, 2018.



COLLEEN VAGUE, Chair

ATTEST



MARY BRODIGAN, Planning Clerk

(SEAL)



YES: *Vague, Anderson, Patterson, Chusko, Elder, Glushko, and Mossanen*
NO:

The regular meeting of the Matanuska-Susitna Borough Platting Board was held on April 19, 2018, at the Matanuska-Susitna Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 1:00 p.m. by the Chair Jay Van Diest.

1. CALL TO ORDER

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

Platting Board members present and establishing a quorum:

Mr. Jay Van Diest, District #1 (Chair)
Mr. LaMarr Anderson, District #2
Mr. Gregory Pugh, District #3
Mr. Jordan Rausa, District #4 (Vice Chair)
Mr. Dennis Vau Dell, District #5
Mr. Patrick Johnson, District #6
Mr. George Thompson, District #7

Platting Board member excused or absent:

Mr. John Shadrach, Alternate #2

Staff in attendance:

Mr. Fred Wagner, Platting Officer
Ms. VickieLee Fenster, Platting Assistant
Ms. Cheryl Scott, Platting Technician
Ms. Peggy Horton, Platting Technician
Ms. Amy Otto-Buchanan, Platting Technician

B. THE PLEDGE OF ALLEGIANCE

- The pledge of allegiance was led by Patrick Johnson.

C. APPROVAL OF THE AGENDA

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

- Presentation on Wetlands Mitigation before the case hearing.
- Audience participation for the SCM.

GENERAL CONSENT: The agenda was approved with modifications.

2. APPROVAL OF MINUTES

Chair Jay Van Diest inquired if there were any changes to the minutes for March 15, 2018.

GENERAL CONSENT: The minutes for March 15, 2018 were approved without objection.

3. UNFINISHED BUSINESS

None

Presentation by Jerome Ryan on Wetland Mitigation and Banking.

TIME: 1:24 P.M.

CD: 0:24:38

4. PUBLIC HEARINGS

A. KLINEFELT & PUE

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

VickieLee Fenster, Platting Assistant, provided the mailing report.

- Stated that 73 public hearing notices were mailed out on February 7, 2018.

Peggy Horton, Platting Technician, provided a staff report:

- Gave an overview of the case, #2018-010/011.

Chair Jay Van Diest

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

Stephan Edwards

- Concerned on the roadways.

Ellery Gibbs

- Stated that there is not a 33' existing section line easement to the west.

Gary LoRusso

- Gave his comments on the right-of-way and Title 43 codes.
- Believes the taking on the property is illegal on this plat.

Pio Cottini

- Agrees with Mr. LoRusso's comments on the taking of the property.

Mickey Whalton

- Concerned on the safety of the community and the through roadway.

Jessica Smith (MSB Planning Manager)

- Commented on the Transportation plan and connectivity.

Eileen Probasco (MSB Planning Director)

- Provided new wordage to recommendation #4.

Bill Klebesadel

- Agrees with interconnectivity and the wordage for recommendation #4.

Chair Jay Van Diest

- Closed the public hearing.

Sean Frazier (Petitioner)

- Went over the basics of the land
- Stated his beliefs on the roadways and the connectivity.
- Does not agree with the taking of the easement.

John Aschenbrenner (MSB Law)

- Went over code and law on taking and roadways.

Ellery Gibbs (Petitioner's Representative)

- Went over more information regarding the layout and design of the subdivision plat.

MOTION:

- Johnson moved to approve the preliminary plat for Klinefelt Subdivision and Public Use Easement. The motion was seconded by Rausa.

John Aschenbrenner (MSB Law)

- Asked staff to clarify what the easement will be used for.

DISCUSSION:

- Discussion on the easement and roadways.

RECOMMENDATIONS:

- Modify #4: Provide a 60' wide right-of-way with adjoining 15' utility easement connecting W. Floyd's Place to W. Powder Road of residential collector standard minimum per MSB 43.20.060 (D) to facilitate interconnectivity and public safety. No construction of this right-of-way is required, other than that portion providing physical access to the proposed Tracts 1, 2 & 3. Prior to final plat approval the petitioner shall negotiate with the borough for terms of acquisition of the additional Right-of-way requested.

MOTION to AMEND:

- Thompson moved to amend the motion to remove recommendation #4. The motion was seconded by Pugh

DISCUSSION:

- Discussion on the difference of a public dedication and a granting of an easement.
- Discussion on the roadways.
- Discussion on land locking & taking.

Pugh Called for the question. By General Consent the platting board approved to vote on the amendment.

VOTE ON AMENDMENT:

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

DISCUSSION:

- More discussion on dedicating right-of-ways and easements.

VOTE:

- The motion passed with 4 in favor (Johnson, Anderson, Vau Dell, Rausa) and 3 against (Thompson, Pugh, Van Diest). There are 20 findings.

TIME: 3:12 P.M.

CD: 2:11:28

BREAK

TIME: 3:27 P.M.

CD: 2:20:47

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

5. ITEMS OF BUSINESS & MISCELLANEOUS

A. Update on the Proposed Subdivision Construction Manual.

- Eileen Probasco started the presentation on the construction manual.
- Fred Wagner went through the subdivision construction manual with the platting board.

Chair Jay Van Diest

- Opened the public hearing for audience participation on the subdivision construction manual.

Discussion & Questions and Answer Session:

- Surveyors came to the front to ask questions regarding the construction manual: Pio Cottini, Bill Klebesadel, Curt Holler, Dave Miller, Jess Hall, Bob Hoffman, Robert Kennerson.

6. RECONSIDERATIONS/APPEALS

7. PLATTING STAFF & OFFICER COMMENTS

- There are 3 cases to be heard at the next Platting Board Meeting.
- The next platting board meeting is at the animal shelter building.

8. BOARD COMMENTS

- Anderson appreciated the comments from the surveyors and developers.
- Rausa brought up round table comments.
- Rausa will be gone for the month of May.

- Thompson commented on the wetland presentation.
- Pugh commented on the process.

9. **ADJOURNMENT**

- With no further business to come before the Platting Board, Chair Jay Van Diest adjourned the meeting at 4:41 p.m. (CD: 03:35:06)

Attest:



VickieLee Fenster, Platting Assistant


Jay Van Diest, Chair

**MATANUSKA-SUSITNA BOROUGH
PORT COMMISSION****REGULAR MEETING
January 15, 2018****I. CALL TO ORDER; ROLL CALL, PLEDGE OF ALLEGIANCE**

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

Commission members present and establishing a quorum were:

Mr. Steven Borell	Ms. Claudia Roberts
Mr. Tim Anderson	Mr. Bryan Scoresby
Ms. Helga Larson	Mr. Rob Brown
Mr. Michael Janecek	

Commission members not in attendance: NA

Staff in attendance were:

Mr. John Moosey, Borough Manager
Mr. James Wilson, Internal Auditor
Ms. Therese Dolan, Port Operations Manager

Assembly members in attendance were:

Mr. Randall Kowalke
Mr. Dan Mayfield

II. APPROVAL OF AGENDA

General Consent: The agenda was approved.

III. APPROVAL OF MINUTES: October 16, 2017

General Consent: The minutes were approved as written.

IV. AUDIENCE INTRODUCTION None.**V. STAFF REPORTS**

A. Borough Manager, Mr. John Moosey:

1. Motion to Intervene with Federal Regulatory Commission (FERC):

- Mr. Moosey gave a brief history of the Borough's interaction with Alaska Gasline Development Corporation (AGDC) leadership to discuss the process, why Port MacKenzie was not being considered and our concerns regarding inaccurate information being included in the analysis given to FERC. We were told repeatedly that it would be corrected.
- When the most recent report was released, we realized our concerns had not been addressed and we filed a complaint (December 29, 2017). We feel we have been shut out the past six years and that AGDC has intentionally misled and given false information.

- We hired a law firm in D.C. to assist with writing the letter requesting that FERC intervene in the process.
- We have been contacted by FERC and they will be working with us on the process.
- A lengthy discussion followed Mr. Moosey's comments.
- A motion was made by Tim Anderson for the Port Commission to send a letter of support to the Assembly, the Governor, U.S. State Senators, State Legislators, AGDC and FERC. The motion carried.

2. Business Development

- Denali Timber Management, LLC (DTM)
We are working on a 5-year lease with DTM to export logs from Port MacKenzie. They have agreed to a clause that gives the Borough the right to move them from the dock if a very large lucrative project came to Port MacKenzie and required their space. This keeps our options open.
- We are working closely with legal as one individual involved in the project has sued the Borough in the past.
- Question and answer session followed.

3. INFRA Grant

- We anticipate the review will be complete in March.
- We scored well last time but no grants were awarded.
- We have a shovel ready project.
- Mr. Moosey is looking for partners to come up with the \$50M match.

B. Internal Auditor, Mr. James Wilson:

1. Insurance Settlements

- Ferry
 - Lloyd's of London is trying to wiggle out of as much as possible
 - We are working with an Ohio law firm because our insurance agreement is based on Ohio law.
 - Mr. Moosey and Mr. Spiropoulos, Borough Attorney will be going to Ohio to negotiate the settlement.
- NPI Lease
 - We are working on deferred maintenance costs on the conveyor and a building modification to resolve an easement issue with the State.
- Barge Dock Repair (Mr. John Moosey)
 - Some of the piles were forced during the first repair.
 - That repair failed and because we forced piles we don't really have a leg to stand on.

- We determined we would spend a lot of time and money fighting the claims so we settled or \$150K.

C. Port Operations Manager, Ms. Therese Dolan:

1. Port Project Updates
 - Barge Dock Repair
 - Mr. Bilafer unable to attend - nothing new to report
2. Port Operations
 - Alaska Metal Corporation (AMC)
 - Has dropped out of the picture and I don't expect to hear from them again

VI. ITEMS OF BUSINESS

A. UNFINISHED BUSINESS: None

B. NEW BUSINESS: Port Commission Elections

Mr. Janeczek nominated Mr. Borell for the position of Chairmen. There were no other nominees. Ms. Larson nominated Mr. Anderson for the position of Vice Chairmen. There were no other nominees. The annual election slate passed unanimously.

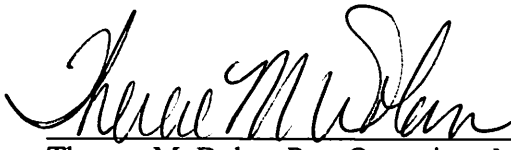
VII. AUDIENCE PARTICIPATION. None


VIII. COMMITTEE AND STAFF CLOSING COMMENTS

Port Commissioners and Assembly representatives made their closing comments. Chairman Borell stated he believes the most important piece of property for the entire Borough and probably the interior of Alaska is Port MacKenzie.

IX. ADJOURNMENT: The meeting adjourned at 4:43 p.m.

ATTEST:


Therese M. Dolan, Port Operations Manager
Minutes Approved 4/23/18


Steven Borell, Chairman

**MATANUSKA-SUSITNA BOROUGH
PORT COMMISSION****REGULAR MEETING
April 2, 2018****I. CALL TO ORDER; ROLL CALL, PLEDGE OF ALLEGIANCE**

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

Commission members present and establishing a quorum were:

Mr. Steven Borell	Ms. Claudia Roberts
Mr. Tim Anderson	Mr. Bryan Scoresby
Ms. Helga Larson	Mr. Rob Brown
Mr. Michael Janecek	

Commission members not in attendance: NA

Staff in attendance were:

Mr. John Moosey, Borough Manager
Mr. James Wilson, Internal Auditor
Ms. Therese Dolan, Port Operations Manager

Assembly members in attendance were:

Mr. Randall Kowalke
Mr. Dan Mayfield

II. APPROVAL OF AGENDA

General Consent: The agenda was approved.

III. APPROVAL OF MINUTES

None.

IV. AUDIENCE INTRODUCTION

Members of the public Mr. Eugene Haberman and Mr. Jerry Rasmussen introduced themselves followed by Mr. Terry Dolan, Director of Public Works and Mr. Eric Oien, Denali Timber Management.

V. STAFF REPORTS**A. Borough Manager, Mr. John Moosey****1. Denali Timber Management (DTM) Lease Update**

- Mr. Moosey provided a update on the status of the proposed dock lease and the Assembly schedule and went on to outline the details of the lease.
 - Revenue generated by this lease is estimated to cover the Port's operating costs
 - Have been in discussion with DTM for the past 5 months
 - Lease 8 acres of the dock for five (5) years

- Lease includes a clause to relocate DTM, if necessary, to accommodate a large scale project such as AKLNG
- Establishes shipping traffic between the Port and Shanghai which opens up even more opportunities
- Unique, because this agreement came from the legal settlement with Mr. Charlie Nash
- Mr. Oien, DTM will be doing the harvesting and transporting to the Port
- Mr. Oien has a relationship with TPT from New Zealand. They in turn, have a market in Asia
- In the past, we have had the supply but no customer
- Same problem we had with REI
- Have been working on this timber issue for three years; this is the first time we have had a profitable resource and a customer
- Three (3) year exclusivity is specifically for round logs to Asia
- Does not prohibit other wood products like lumber or woodchips and does not prohibit potential sale of logs by other companies to any other part of the world
- Discussion followed
- Mr. Moosey explained the lease termination/relocation clause payment schedule
- Mr. Oien, DTM explained the log yard operations using his detailed site plan diagram
- Mr. Dolan, Dir. Public Works outlined the road maintenance plan for Oilwell Road
- Discussion followed
- Mr. Moosey stated that it is a Borough priority to ensure this is done right
- Discussion continued with questions for Mr. Oien. He explained the growth of the Asian market and how Alaskan timber fits in

VI. ITEMS OF BUSINESS

A. UNFINISHED BUSINESS: None

B. NEW BUSINESS: Resolution 18-01

Mr. Anderson made a motion to pass resolution 18-01 with the following amendment changing item 4) of the fifth WHEREAS from:

4) A condition that allows the MSB to relocate Denali Timber Management should a multi-billion dollar project require use of Port MacKenzie; and...

to read:

4) A condition that allows the MSB to terminate the lease at any time; and...

The motion carried.


VII. AUDIENCE PARTICIPATION. Mr. Haberman expressed his concern that the public was not given ample opportunity to be heard and that the resolution that was passed had not been provided to the public in advance.


VIII. COMMITTEE AND STAFF CLOSING COMMENTS

All comments of the Port Commissioners and Assembly representatives centered on their approval and support for the lease to Mr. Oien, DTM. Chairman Borell closed the meeting with his usual statement that he believes the most important piece of property for the entire Borough and probably the interior of Alaska is Port MacKenzie.

IX. ADJOURNMENT: The meeting adjourned at 4:10 p.m.

ATTEST:


Therese M. Dolan, Port Operations Manager
Minutes Approved 4/23/18


Steven Borell, Chairman

**MATANUSKA-SUSITNA BOROUGH
PORT COMMISSION**

**REGULAR MEETING
April 23, 2018**

I. CALL TO ORDER; ROLL CALL, PLEDGE OF ALLEGIANCE

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

Commission members present and establishing a quorum were:

Mr. Steven Borell	Ms. Claudia Roberts
Mr. Michael Janecek	Mr. Bryan Scoresby
Ms. Helga Larson	Mr. Rob Brown

Commission members not in attendance:

Mr. Tim Anderson

Staff in attendance were:

Mr. John Moosey, Borough Manager
Ms. Therese Dolan, Port Operations Manager

Assembly members in attendance were:

Mr. Randall Kowalke
Mr. Dan Mayfield

II. APPROVAL OF AGENDA

General Consent: The agenda was approved.

III. APPROVAL OF MINUTES: January 15, 2018 and April 2, 2018

General Consent: Both sets of minutes were approved as written.

IV. AUDIENCE INTRODUCTION: Mr. Ray Nix, Mr. Gregg Pralle, Mr. Glen Holt all from Land Management introduced themselves. Assemblymen Mr. Jim Sykes, District 1 and Mr. Eugene Haberman also introduced themselves.

V. STAFF REPORTS

A. Borough Manager, Mr. John Moosey:

1. Business Development. Chijuk Timber Sale and Denali Timber Management (DTM) Port Lease

- Assembly approved the timber sale and lease at Port
- Working with DTM on the transportation plan
- 45 day process, includes 30 days of public comment
- First time in a decade the Borough has harvested timber

2. Timber Harvest Schedule. Mr. Ray Nix, Natural Resource Management, Land Management Department provided an explained the timber sale process, and harvest schedule and upcoming sales.

- Two areas identified in the 5 year timber harvest schedule; Point MacKenzie (1,775) acres and Fish Creek (7,000 acres)
- Forest health declining
- Sold by competitive bid
- Two public notice periods; one before the harvest schedule is announced to let people know what areas are being looked and a second one after the harvest schedule has been approved.
- Minimum bid is set, length of time bidding process is open is set
- Discussion followed and focused on pricing of timber, life cycle of the spruce bark beetle and the marketability of damaged spruce.
- Discussion closed with comments on the economic impact of timber sales on the Port and working with members of the public who will be affected by the transportation of this timber.

B. Internal Auditor, Mr. James Wilson: (Covered by Mr. Moosey)

1. Motion to Intervene AKLNG/AGDC

- We are fully cooperating with AGDC and have provided them information and documentation to assist them in their evaluation of Port MacKenzie.
- AGDC asked FERC not to require them to evaluate Port MacKenzie but FERC declined that request.
- Disparaging remarks about the Port having 1.6 miles of mudflats etc are frustrating because they damage the port. We want to correct this misinformation.
- Because of the rail, a lot of environmental work has already been done for Port MacKenzie.
- Mr. Moosey's comments were followed by discussion.

2. Ferry Settlement

- Agreement has been reached
- Final details being worked out
- Will be announced very soon

3. NPI Lease

- Mr. Wilson is wrapping up the details of the agreement with NPI and then it will go to the Assembly for approval.
- Forty acres and conveyor belt will come back under Borough control

C. Port Operations Manager, Ms. Therese Dolan:

1. Port Project Updates

- Barge Dock Repair
 - Contract awarded to Orion Marine Construction, bid was \$2,040,000

- Moffatt and Nichol will provide the Construction Management on the project

2. Port Operations and Maintenance

- Norton Corrosion came out to the port for a routine support visit on March 21st. Everything seems to be functioning as it should.
- US Coast Guard conducted biannual inspection on March 22nd. We passed with no deficiencies.
- On April 17th we had our annual audit from the Alaska Marine Exchange and passed again with no deficiencies.

VI. ITEMS OF BUSINESS

A. UNFINISHED BUSINESS: None

B. NEW BUSINESS: None

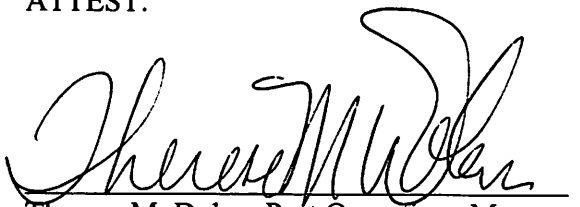
VII. AUDIENCE PARTICIPATION. Mr. Haberman chastised the Port Commission for what he views as procedural breaches. Mr. Sykes explained that his opposition to the timber project was based on his disappointment that the contract was not rebid as code states. He also stated that he thinks we have to keep ourselves in the FERC process.

VIII. COMMITTEE AND STAFF CLOSING COMMENTS

Port Commissioners and Assembly representatives made their closing comments. Chairman Borell informed the Port Commission that he was resigning effective May 21, 2018. He closed by reminding everyone that the Port District is the single most important piece of property in the Borough and probably the interior of Alaska.

IX. ADJOURNMENT: The meeting adjourned at 4:21 p.m.

ATTEST:


Therese M. Dolan, Port Operations Manager
Minutes Approved 5/24/18


Steven Borell, Chairman

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MATANUSKA-SUSITNA BOROUGH
PORT COMMISSION RESOLUTION SERIAL NO. 18-02

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PORT COMMISSION RECOMMENDING APPROVAL OF AN ORDINANCE AMENDING THE APPLICABILITY OF MSB 17.60, CONDITIONAL USES, TO EXEMPT CONDITIONAL USE PERMITTING REQUIREMENTS WITHIN THE PORT MACKENZIE SPECIAL USE DISTRICT AND ADDING STANDARDS REQUIRED BY STATE LAW TO MSB 17.60 AND MSB 17.23 PORT MACKENZIE SPECIAL LAND USE DISTRICT.

WHEREAS, the type of land use development allowed within the Port Mackenzie Special Land Use District are commercial or industrial in nature; and

WHEREAS, to ensure developments within the Port District are appropriate, a Port Development Permit in accordance with MSB 17.23 is required for any project being proposed within the district; and

WHEREAS, the Port Development Permit is an administrative process which is ultimately approved by the Borough Manager and is largely duplicative of Conditional Use Permits required by MSB 17.60; and

WHEREAS, in addition to a Port Development Permit, Port District properties owned exclusively by the Matanuska-Susitna Borough require a land use permit or lease agreement pursuant to MSB Title 23, depending on the duration of the use; and

WHEREAS, the Assembly give consideration to extending the suitability review to a minimum of five years; and

WHEREAS, junkyard/refuse areas are subject to state law (AS 08.06) which requires the Borough to take several factors into account; and

WHEREAS, poorly managed junkyards can be a source of groundwater contamination; and

WHEREAS, Assembly Ordinance 18-030 adds a standard which will ensure the Port Commission considers preventative measures are being taken to reduce the likelihood of groundwater being contaminated.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Port Commission hereby recommends approval of Assembly Ordinance 18-030, an ordinance amending the applicability of MSB 17.60, Conditional uses, to exempt conditional use permitting requirements within the port Mackenzie Special Use District and adding standards required by state law to MSB 17.60 and MSB 17.23 Port Mackenzie Special Land Use District.

ADOPTED by the Matanuska-Susitna Borough Port Commission this 21st day of May, 2018.



STEVE BORELL, CHAIRMAN

ATTEST:



THERESE DOLAN, PORT CLERK

(SEAL)

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

The regular meeting of the Matanuska-Susitna Borough Transportation Advisory Board was called to order at 3:03pm on Thursday, March 8, 2018, in the Matanuska-Susitna Borough Conference Room 203, 350 E. Dahlia Avenue, Palmer, Alaska.

Transportation Advisory Board members present and establishing a quorum were:

Ms. Jennifer Tew
Mr. Joshua Cross
Ms. Cindy Bettine
Mr. Antonio Weese

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Staff and Agency Representatives in attendance were:

Ms. Karol Riese, MSB Planning Division Admin.
Mr. Ben Coleman, MSB Transportation Planner
Mr. Chris Cole, MSB Planner II

II. NOMINATIONS AND ELECTIONS

MOTION: Mr. Antonio Weese made a motion nominate Ms. Cindy Bettine as Chair; Mr. Joshua Cross seconded. There was no discussion. Motion passed unanimously.

MOTION: Ms. Cindy Bettine made a motion nominate Mr. Dan Elliot as Co-Chair; Mr. Antonio Weese seconded. There was no discussion. Motion passed unanimously.

III. APPROVAL OF TODAY'S AGENDA

MOTION: Ms. Jennifer Tew made a motion to approve the Agenda; Mr. Antonio Weese seconded. Discussion to add Community Transportation Grant (CTG) to Items of New Business. Ms. Jennifer Tew and Mr. Antonio Weese agreed. Motion passed unanimously.

IV. APPROVAL OF MINUTES

A. November 29, 2017

MOTION: Ms. Cindy Bettine made a motion to approve the minutes; Mr. Antonio Weese seconded. Motion passed unanimously.

V. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Ms. Cindy Bettine.

VI. STAFF/AGENCY/BOARD REPORTS & PRESENTATIONS

A. Matanuska Susitna Borough (Mr. Ben Coleman)

1. Mr. Ben Coleman gave a presentation of the Road Bond Package. Discussion ensued with respect to the items on the list. Mr. Antonio Weese gave updates on school issues with respect to funding.
2. Capital Improvement Program (CIP).
Mr. Chris Cole discussed the CIP process and schedule for FY2020-2025. There were questions regarding the transit projects; Ms. Jennifer Tew gave an update on the Regional Transit Maintenance Center and Dispatch/Scheduling Center that were nominated by the Transportation Advisory Board. Discussion ensued.

MOTION: Mr. Joshua Cross made a motion to hold a special meeting on March 15, 2018 at 3:00pm to discuss CIP in regards to transportation; Ms. Jennifer Tews seconded.

DISCUSSION: Discussion ensued on having a quorum for the meeting as people have other commitments.

VOTE: Motion passed unanimously.

B. Valley Transit (Ms. Jennifer Tew)

Ms. Jennifer Tew gave an update on the merger that happened with the transit agencies. Valley Transit is going through a compliance review; grants have been submitted for busses and maintenance facility; we need to come up with the match (20%) and it needs to be spent pretty quickly – should here back by the end of the month.

C. Cities – no representatives.

D. ADOT&PF – no representatives.

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

No one present. Board took time to introduce themselves.

VII. ITEMS OF BUSINESS

A. Calendar of 2018 Meetings

- Thursday, May 24, 2018
- Thursday, August 23, 2018
- Thursday, November 29, 2018 (Changed to December 13, 2018)

Discussion ensued regarding dates and times of meetings. Suggestion was made to change the November meeting to December 13th – appeared to work better to establish a quorum; also to change the time of the meetings to 2:00 – 5:00 pm.

MOTION: Ms. Jennifer Tew made a motion to change the November meeting date to December 13; Mr. Antonio Weese seconded.

DISCUSSION: Discussion regarding the time of the meeting to be changed since the board is meeting quarterly. Change of time to 2:00 – 5:00

VOTE: Motion passed as amended unanimously.

- B. 2018 Potential Items of Business
Discussion ensued regarding what items the Transportation Advisory Board should look at and review during the 2018 year. Ms. Cindy Bettine would like a spreadsheet of the items with timeframes on it like was done in the past. Mr. Joshua Cross said we should go by what it says in Code. The comprehensive plans were discussed as items to be reviewed – board wanted to know the status of any updates. Advised that this is something that staff in the planning division is working on. Staff to prepare a spreadsheet with the items from Code.
- C. FY2020-2025 Capital Improvement Program (CIP)
Would like a special meeting scheduled to go over the projects and procedures.

MOTION: Mr. Joshua Cross made a motion to have a special meeting on March 15 at 3:00pm; Ms. Jennifer Tew seconded. Motion passed unanimously.

- D. Community Transportation Grant
Ms. Cindy Bettine provided her understanding of the CTG. Mr. Ben Coleman gave an update of his meeting with Alaska Department of Transportation.

MOTION: Mr. Antonio Weese made a motion to extend the meeting until 5:15pm; Mr. Joshua Cross seconded. Motion passed unanimously.

VIII. MEMBER COMMENTS

Mr. Jennifer Tew: Thank you for the welcome. I am happy to be here. Happy that there is a public transit seat on the board with public transit experience. I hope I can bring at least a little education.

Mr. Antonio Weese: Welcome new members.

Mr. Joshua Cross: Thank you and have a good night.

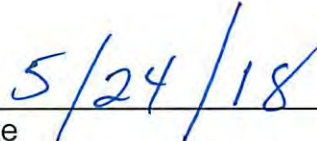
Ms. Cindy Bettine: Thank you.

IX. NEXT MEETING:
May 24, 2018
2:00 – 5:00 PM
Lower Level Conference Room

X. ADJOURNMENT
Meeting adjourned at 5:10 PM



Cindy Bettine, Chair



Date

ATTEST:



Karol Riese, TAB Clerk



Date

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

The regular meeting of the Matanuska-Susitna Borough Transportation Advisory Board was called to order at 3:04pm on Thursday, March 15, 2018, in the Matanuska-Susitna Borough Lower Level Conference Room, 350 E. Dahlia Avenue, Palmer, Alaska.

Transportation Advisory Board members present and establishing a quorum were:

Ms. Jennifer Tew
Mr. Joshua Cross
Ms. Cindy Bettine
Mr. Antonio Weese

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Staff and Agency Representatives in attendance were:

Ms. Karol Riese, MSB Planning Division Admin.
Mr. Ben Coleman, MSB Transportation Planner
Mr. Chris Cole, MSB Planner II

II. APPROVAL OF TODAY'S AGENDA

MOTION: Ms. Jennifer Tew made a motion to approve the Agenda; Mr. Antonio Weese seconded. Motion passed unanimously.

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Ms. Cindy Bettine.

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

No one present.

VI. ITEMS OF BUSINESS

A. FY2020-2025 Capital Improvement Program (CIP)

Discussion ensued regarding the list and projects being completed. Ms. Karol Riese advised the board that the list is from FY2018-2023 – the nomination process will be coming to an end on March 23rd and they will have an updated document to review in May. This meeting is for them to nominate, delete and/or update Transportation Advisory Board nominations. The board went through the list and compiled updates and a new nomination.

- Update CIP301
- Update CIP273 – Ben, Chris & Jennifer to prepare
- Nominate Regional Transit Fleet Refresh Program – Ben, Chris & Jennifer to prepare
- CIP 274 is okay as is

MOTION: Mr. Antonio Weese made a motion to extend the meeting until 5:30pm; Mr. Joshua Cross seconded. Motion passed unanimously.

MOTION: Mr. Antonio Weese made a motion to have staff prepare proper documents; Ms. Jennifer Tew seconded. Discussion.

- Support CIP51 (STIP#2481) as worded

MOTION: Mr. Joshua Cross made a motion to amend by adding the support of CIP51 as worded; Mr. Antonio Weese seconded. Motion passed as amended unanimously.

B. Road Bond Package

Mr. Ben Coleman provided an understanding/update of 2018 Road Bond Project list and that other projects may be added.

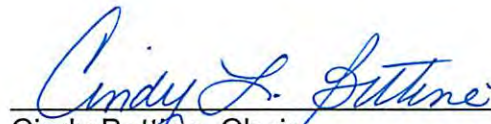
MOTION: Ms. Jennifer Tew made a motion to table Road Bond Package until next; Mr. Antonio Weese seconded. Motion passed unanimously.


VII. OTHER BUSINESS

1. Staff to prepare schedule for meetings
2. Mr. Ben Coleman to have a meeting with Ms. Cindy Bettine to discuss Assembly Meeting scheduled for March 27.

X. ADJOURNMENT

Meeting adjourned at 5:30 PM


Cindy Bettine, Chair


Date

ATTEST:


Karol Riese, TAB Clerk


Date

MATANUSKA-SUSITNA BOROUGH
TRANSPORTATION ADVISORY BOARDREGULAR MEETING MINUTES
Thursday, April 26, 2018

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

The regular meeting of the Matanuska-Susitna Borough Transportation Advisory Board was called to order at 3:00pm on Thursday, April 26, 2018, in the Matanuska-Susitna Borough Lower Level Conference Room, 350 E. Dahlia Avenue, Palmer, Alaska.

Transportation Advisory Board members present and establishing a quorum were:

Ms. Jennifer Tew
Mr. Joshua Cross
Ms. Cindy Bettine
Mr. Antonio Weese
Mr. Dan Elliott
Mr. Scott Adams

Staff and Agency Representatives in attendance were:

Ms. Karol Riese, MSB Planning Division Admin.
Mr. Ben Coleman, MSB Transportation Planner
Ms. Eileen Probasco
Ms. Jamie Taylor
Mr. Fred Wagner
Ms. Jessica Smith

II. APPROVAL OF TODAY'S AGENDA

Agenda approved unanimously.

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mr. Dan Elliott.

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

No one present.

V. STAFF/AGENCY REPORT

Eileen Probasco spoke about 2nd Class Borough, Assembly Resolution 17-003 and Platting Board Resolution 2018-24.

VI. ITEMS OF BUSINESS

1. Subdivision Construction Manual/Title 43

Eileen Probasco, Fred Wagner and Jamie Taylor spoke about the process and the two phases of the rewrite to put together an achievable document. Phase I consists of basic changes and fixes; Phase II more in-depth/controversial changes. Platting Board met on April 19th and did not put forward for a public hearing – they wanted the team to go back to the table. The comment period ends May 7th; we will see what the comments are and regroup from there. We have not met with anyone as of yet as we are still going through the public comment period – we would like to receive public

comments in writing. Eileen Probasco will form a group of 3 or 4 individuals from the development industry so we can have a more focused discussion. Jamie Taylor went through the changes that were made – Summary of Changes. Title 43 incorporates the Subdivision Construction Manual and the sizes, dimensions, etc. of lots and subdivisions. A lot of the platting code are things that worked in previous years. Some of the things we took out of the manual because it is covered in Title 43 and some of the things we corrected because they needed to be in Title 43. Encourage members of the TAB to speak at the Assembly meeting under Public Participation their views with respect to the Subdivision Construction Manual or provide an update from the board. Email any comments/suggestions to Fred Wagner by May 7th – silence does not help – every comment will be addressed.

Comments presented by members:

- Dan Elliott: As for correcting “gender” names, change it to say “the developers” and then you can say they – make it a plural noun.
- Joshua Cross: Needs more – not enough teeth. Doesn’t think we are going far enough. Skip phase I and II and go get it done!
- Scott Adams: Agrees with Joshua – first round, throw everything on the table and cut back from that. Something needs to clarify bridges.
- Cindy Bettine: If you have an Assembly that is strong and is in support of this, you go for it. Would like to see better regulations so it doesn’t cost the taxpayers and we don’t have to look at RSAs. We should be supportive or recommended staff changes.

MOTION: Dan Elliott made a motion to adopt Transportation Advisory Board Resolution 18-02 recommending Assembly adoption of the Matanuska-Susitna Borough Subdivision Construction Manual Revision – Phase I; Antonio Weese seconded.

Discussion: Drawings need to be updated in the version that the board will approve otherwise there is conflicting information. Would like a more detailed resolution. Members to come to next meeting with more detailed ideas of what they want in the resolution.

MOTION: Jennifer Tew made a motion to postpone Resolution 18-02 until May 24th; Dan Elliott seconded.

Motion approved unanimously.

VII. Member Comments:

Jennifer Tew: No Comment

Joshua Cross: No Comment

Antonio Weese: No Comment

Dan Elliott: No Comment

Scott Adams: Gave a background history of his past and present work experience.

Cindy Bettine: Provided an overview of the Assembly meeting that the Mayor invited her to speak at on March 27th. Told the Assembly that our road map would be the direction of need to do in the back of LRTP (Chapter 7). If any of you have other thoughts of things we should look at over the next year, please bring to next meeting and let us know during Member Comments. Karol Riese will be our Roberts Rules Parliamentarian to keep us on track. Asked Eileen if a member of our board could be in the developer meeting – maybe someone with more technical experience (Joshua or Scott). Eileen said “yes”.

VIII. ADJOURNMENT

Meeting adjourned at 4:35 PM


Cindy Bettine, Chair

5-24-18
Date

ATTEST:


Karol Riese, TAB Clerk

5/24/18
Date

Meeting Minutes April 11, 2018

Meadow Lakes Community Council Inc.

❖ 3 Officers required for quorum: TOTAL = 3 YES ❖ <input checked="" type="checkbox"/> Pres: Patricia Fisher ❖ <input type="checkbox"/> Vice Pres: Rae Arno <input type="checkbox"/> Treasurer: Cindy Michaelson ❖ <input checked="" type="checkbox"/> Sec: Janet Henkel <input checked="" type="checkbox"/> Council Coordinator: Tim Swezey	❖ 3 Committee Chairs required for quorum: TOTAL = 5 YES ❖ <input checked="" type="checkbox"/> Education: Cally Leader ❖ <input checked="" type="checkbox"/> CIP: Terry Boyle <input checked="" type="checkbox"/> Bylaw: Linda Conover ❖ <input type="checkbox"/> Mem: Lacy Harris <input checked="" type="checkbox"/> Trail: Lori Benner-Hanson ❖ <input type="checkbox"/> Safety: Larry Michaelson <input checked="" type="checkbox"/> Gaming: Ariel Cannon
❖ 10 Members of the Meadow Lakes Community required for quorum: TOTAL = 14 YES ❖ Meeting Quorum = YES	

1. **Call to Order:** The meeting was called to order at 7:00 pm by President Patti Fisher. It was determined that a quorum was present.
2. **Pledge of Allegiance:** Recited.
3. **Approval of:**
 - a. **Agenda** – Jan Henkel motioned to approve the agenda, with a second from Linda Conover. There was no discussion and the vote was unanimous in favor.
 - b. **Minutes** – Lori Benner Hanson asked to have her name corrected on the minutes. Linda Conover motioned to approve the March minutes, and was seconded by Maureen Morgan. There was no discussion and the vote was unanimous in favor.
 - c. **Treasurers Report** – None
4. **Reports:**

President – Patti Fisher gave the presidents report. Patti stated that the community cleanup days will be May 14 through May 19th, with a block party on May 20. She encouraged everyone who is able to please help with the cleanup. There will be a meeting of the cleanup committee on Thursday, April 19 at the Meadow Lakes Senior Center. This spring cleanup requires the help of the entire community in order to be successful.

The borough assembly will be voting on a bond package soon, and one of our main concerns is the completion of the Seldon Road Extension project. We want the borough to know how important this project is to our community.

David Scott said that his church specializes in the cleaning up of really nasty areas, and if anyone is aware of any of these spots to please let him know.

Rachel Ridge asked about getting rid of junk cars during cleanup week. Tim Swezey asked for the locations of the vehicles to see if we would be able to get permission to remove them from the owners, if they are not located in public rights of way. Rachel said she may be able to get a volunteer committee together to get the vehicles to the road, if they are able to be picked up there. Tim added that the borough has updated their aerial imagery to 2017, so the images are very current.

President Patti Fisher added that the cleanup committee parcels out all of the jobs into small pieces, so nothing is overwhelming.

Gaming – Ariel Cannon presented the gaming report. April 24th is the next AK Tuesday Night Fight. There will be a split the pot. Ariel asked for volunteers for this fight, and said that he has 6 volunteer spots available.

Community Safety – None

Parks & Recreation – Lori Benner Hanson presented the Parks & Recreation report. There are more signs going up on Visnaw lake trail. Please stay off of the trails right now as they are very soft and can be torn up easily. Also, remember that some of these trails are on private property, please respect this.

CIP – Terry Boyle had nothing to report.

Meeting Minutes April 11, 2018

Education – Cally Leader stated that she will have a complete report at the June meeting, as well as a report on the community patrols along with Larry Michaelson.

Membership – None

Bylaws – Linda Conover had nothing to report.

Council Coordinator – Tim Swezey reported that there have been several groups which have reserved the sports field during the spring. The road still appears to be very slick, and he cautioned people against using it at this time.

5. **Presentation:** Michelle Tabler of the Better Business Bureau spoke about scams. The Better Business Bureau also does outreach programs on fraud and identity theft in addition to reporting on businesses in our communities. BBB is not a government agency, with Alaska/Oregon/Washington/Idaho/Hawaii and part of western Wyoming forming the largest BBB group in the country. BBB partners with the military bases, as well as AARP, and hosts a Facebook page in addition to a website, including the scam tracker. Tomorrow we will be announcing the winner of our \$10,000 scholarship.

Michelle began her presentation by stating that at this point in time, you just have to figure that your personal information is floating around out there somewhere. You need to be proactive about what you are doing with that information, who you are sharing it with, and keeping an eye on it. Millennials are the age group most affected by online identity thieves. Scammers can open new checking account, loan, establish lines of credit, and use your insurance information for medical treatment and prescriptions. Most identity thieves are total strangers to their victims, although in rare cases it can be a family member or someone known to the victim. Most of these scammers are located outside of the United States.

Each piece of personal information that a scammer gets a hold of is worth a set price on the black market. These fees range from \$6 to \$2-300 per item. If you have no interest in using your credit any further, please pay the small fee to freeze your credit.

The internet is a goldmine for scammers. Fake friend requests on Facebook are usually scammers trying to find out personal information about you. Don't click on Facebook ads – once you do this the ad will follow you every time that you get online. Don't do online surveys – this is another way that scammers try and get your personal information. Don't post pictures of your vacations; don't list your birthday, etc. Ancestry.com is the most scammed website on the internet. It contains huge amounts of personal information about not only you, but your entire family. Be careful about the websites that you access when you are on public Wi-Fi as there are always scammers watching these sites. Make sure that passwords are a combination of words and/or letters that do not include your name or birthdate. Richard Nevins said that someone took a picture of the front and back of his credit card at an espresso shop and it took him over 6 months to get all of the charges reversed.

If you see any suspicious activity on your credit card or bank statements, even your cell phone bill, call and take care of it immediately. Never access your accounts through an email – go directly to the bank or the company's website. Keep your antivirus software up to date, and shred everything that has personal information on it. Dumpster divers look through people's trash for personal information. Mail fraud is another huge problem – when you put up the red flag to alert the postal carrier, you are also alerting mail thieves. Minimize the personal information on your checks – use a first initial and last name, as thieves won't know how you sign your name. Scrape the labels off of all of your prescription bottles and shred them. Back up your computer often and shred all of your preauthorized credit card offers so that they can't be used.

It is also important to photocopy all of the cards and ID in your wallet in case your purse or wallet is stolen. It is okay to hang up on callers asking for information, surveys, etc. The most recent scams that we are seeing are utility scams, the IRS scam, the kidnapping scam and the grandparent scam. These are called Imposter scams and if you receive one of these call – hang up the phone immediately!

There are also many charity scams that go around, such as Go Fund Me, especially after a natural disaster. Ask for literature and let them know that you need to take some time to research their organization. A legitimate charity will be okay with this.

Meeting Minutes April 11, 2018

The number one scams are the lottery and Publisher Clearing House scams. These ask for the US taxes to be paid up front before the winning check can be handed over. There are also inheritance scams, which also require you to pay up front in order to receive the inheritance.

Cally Leader added that when you purchase gift cards; make sure that they have not been tampered with. If scammers can get the number off of the back, they can use the card once it has been activated.

President Fisher thanked Michelle for the large amount of information that she shared with us.

Daryl Royce, of the AARP Fraud Network, also gave a presentation on identity theft and fraud. AARP created a Fraud Watch Network which is a free service for anyone; you do not have to be a member of AARP to use it. You can look up scams reported in your area, or report a scam. There are also two handbooks available through the website which explains how frauds work. Fraud can happen to anyone – hang up if you receive any call that you are unsure of, and remember, the Do Not Call service does not work here.

AARP currently partners with state attorney generals, and are always looking for other organization to partner with to get this information out to the public. There is currently concern that there will be scams directed at the new Medicare cards which are just coming out.

President Patti Fisher asked about having the shredder truck show up – this is a service provided by Shred Alaska. The event is free; however Shred Alaska does charge a fee to shred the documents. Tim Swezey asked about having a Shred Alaska event in conjunction with our spring cleanup. Daryl said that he would check and see if any of the Shred trucks were available on those dates.

Patti Fisher again thanked both Michelle and Daryl for their wonderful presentation.

- 6. **Correspondence:** Correspondence links were listed on the agenda.
- 7. **Old Business:** None
- 8. **New Business:** Chad Scott presented the nominating committee report for the 2018 elections.

Vice President – Linda Conover
Treasurer – Cindy Michaelson
Council Coordinator – Camden Yehle
Trails – Lori Benner Hanson
Bylaws – Terry Boyle
Chair Membership – Lacey Harris

There were no nominations from the floor. Cally Leaser motioned to accept the nominations for the elections and was seconded by Jan Henkel. There was no discussion and the vote was unanimous in favor.

- 9. **Agency Reports:** None
- 10. **Persons to be heard:** Bev Mulcahy is a neighbor who has purchased property, built a home here and is now a full time resident. She is concerned about the platting on Meadow Lakes Loop, as well as the property off of Coronado. She did attend the last platting meeting and said that there is another meeting on April 19. She is concerned about the reasons behind the subdivision of this property. She also handed out cards for the Moose Federation, as the help out law enforcement with the removal of moose kills, and is a 501c3 nonprofit.

John Francis is the founder of Canines for the Mat-Su. They are looking at fully funding dogs for our local law enforcement agencies. This funding would include training, food, vet care and all other costs associated with the dogs. There is currently approximately one dog for every 19,000 residents. The City of Wasilla could easily use two – three dogs in order to cover a 24 hour shift. The Valley is the only part of the state that has ever lost a canine. Dogs save lives, and each one of these dogs costs approximately \$60K in order to fully train. There is

Meeting Minutes April 11, 2018

currently not a training center in Alaska. The dogs usually begin training at around two years old and are usually retired between 7-8 years of age, depending upon their health. Last year this group raised approximately \$70K to replace canine Marshall, who died of cancer. Please visit our Facebook page – K9's for the Mat-Su fundraiser group. President Patti Fisher thanked John for his presentation.

David Horning wanted to thank the trails committee, as he took his kids out on the trails this past week and said his family had a great time. He thanked the group for all of their hard work, and wanted to let everyone know that there was a trooper stationed at the end of the trail when he was out there.

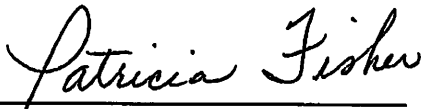
11. Approve Meeting Location:

Meadow Lakes Elementary School Gym
Parks Highway
Meadow Lakes

Wednesday, May 9, 2018
Sign In: 6PM to 7PM
Meeting: 7PM – 9PM

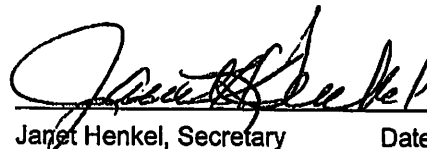
Linda Conover moved to approve the May meeting location and was seconded by Terry Boyle. There was no discussion and the vote was unanimous in favor.

12. Adjournment: The meeting was adjourned at 8:27 pm by President Patti Fisher.



Patricia Fisher, President

Date


5/9/18

Janet Henkel, Secretary

Date

**South Knik River Community Council
Regular Meeting Minutes, Thursday, 16 Nov 2017**

Location:
8271 S Ben Hur Dr
Palmer, AK 99645

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Matanuska-Susitna Borough

MAY 25 2018

Received

1. Quorum established 7:05 pm with 5 board members and 12 others present of whom at least 7 were residents.

2. Meeting called to order by SKRCC Vice President, Lori Hobbs. Those present recited the Pledge of Allegiance. Introductions were made as there were new members present.

3. Agenda approved.

4. Minutes from 21 Sep 2017 regular meeting were read and approved as written.

5. Reports/Guests:

- a. Assembly Report: Jim Sykes was unable to attend the meeting.
- b. Legislative Report: Kathy Tilton's update was provided via email.
- c. Secretary Report:

- Requested extensions on MOAs for FY 11 through 15 for Rev Sharing Funds. Justified extension with the building project next summer. Awaiting Borough managers approval and signature.

2017 - Semi annual revenue sharing reports for FY11-15 due to borough by 31 Dec

- Contacted a CPA firm in Wasilla who said we couldn't afford them if they were to take on fixing our status with the IRS (\$200/hr). She consulted with her senior partner and it appears as though nothing was done once the original EIN was received from the IRS (25 Jan 1990)...and the EIN doesn't register because if there is no reporting for 3 years, the IRS drops you out of the system. They believe we need to be re-established with the federal gov't.

-Contacted the State of Alaska POC for Rev Sharing who said she couldn't help us and suggested we talk with the Division of Corporation in Anchorage

- Spoke with Jim Sykes about it, and he suggested contacting a couple of other community councils who seem to have their act together. Secretary sent emails out to at least 6 other community councils and have not gotten a response back yet.

- Looking into completing a FORM 1023 EZ, and submitting 3 years worth of 990 ePostcards even though we don't have tax exempt status, we have been operating like a non profit org since the beginning. Not convinced we need to submit the Form 1023 based on the way the last paragraph of the letter received by the IRS in Jan 1990 was worded. (Letter was read to those present)

- Bylaws updated and signed based on amendment approved at Sep meeting. Will turn in to borough tomorrow.

d. Treasurer report:

- Remote pedestal material costs: \$429.40 (Labor donated)

Money Market: \$90,297.26

Savings: \$1,171.90

Petty Cash: \$753.78

- Already turned in semi annual reports for Revenue Sharing Funds for FY16 and FY17, as those funds are completely spent and went towards the purchase of the property in August.

6. Unfinished Business

a. Emergency Response Plan: (No update)

b. Tax Exempt Status: SKRCC Secretary sent inquiries to the MSB on what we need to do to request tax-exempt status for our property.

c. Remote pedestal is installed at property. Will not seek MEA inspection/electric hook up until the spring so we can delay paying electric bill until closer to construction season.

7. New Business:

- Call is out for CIPs for our area. Solicited input from membership.

8. Meeting adjourned at 8:12 pm.

Approved.



Lori Hobbs
SKRCC President

3-15-2018

Date

Attest.



SKRCC Secretary/Treasurer
Anne Houseal

15 Mar 18

Date

RECEIVED

JUN 06 2018

CLERKS OFFICE

Matanuska-Susitna Borough

MAY 25 2018

Received

**South Knik River Community Council
Regular Meeting Minutes, Thursday 15 Feb 2018**

Location: George E Steffes Public Safety Building
8271 S Ben Hur Dr
Palmer, AK 99645

1. Quorum established at 7:05 pm with 5 board members and 10 others present of whom at least 7 were residents.

2. Meeting called to order by SKRCC Secretary, Anne Houseal. Those present recited the Pledge of Allegiance.

3. Agenda approved.

4. Minutes from 16 Nov 2018 regular meeting were not available.

5. Reports/Guests:

a. Assembly Report: Jim Sykes provided update on a variety of topics, most time spent on the air quality issue. One of the best ways to mitigate poor air quality is to burn dry wood, making sure wood is seasoned 2-3 years before burning. He also addressed crime and the growth in the valley over the years. He stated that your neighbor was your first responder, especially for those who live in more remote areas. Our state constitution did not envision sheriffs, so sheriff departments will probably not happen. The Alaska State Troopers (AST) have 40 open positions. Assembly members have asked to repeal SB91 and asked for more AST. Good news is that the borough received a new Mercedes Off Road emergency response vehicle at no cost to borough. SKRCC members were able to view it as it was parked in the Fire Hall where we met.

b. Legislative Update: Town Hall meeting set for 24 Feb 18 at Palmer Senior Center, 10-noon.

c. Secretary Report:

- Submitted all bi-ennial reports on grant money for FY 11, 12, 13, 14 and 15 to the Mat Su Borough. Revenue Sharing program is now called the Community Assistance Program (CAP). Need to know if SKRCC wants to request FY 18 funds that are now available.

- Met with Lori Hobbs regarding IRS EIN issue. IRS eventually reinstated our original EIN and will let us know what forms we need to file.

d. Treasurer report: Purchased trail cams, as authorized last summer, along with SD cards and batteries. Will be available for check out for security of areas within our community council area.

- Would like to reallocate FY 11 CAP funds to building project and request FY 18 CAP funds, and justify part of them for the admin portion from FY 11.

6. Unfinished Business

a. Emergency Response Plan: (No update)

b. Picked up application from MSB for property tax exemption.

c. Building Project: Will request MEA inspect remote pedestal. Once electric is hooked up, we will have a monthly bill.

7. New Business:

- a. MSB sent out requests for CIPs. We have none to submit at this time.
- b. John and Julie Nystrom requested support from the SKRCC for their petition to have Back Home Dr included in the MSB Road Service Area. Members present made a motion, seconded and unanimously approved:

Motion 2018-001: "SKRCC to write a letter in support of the petition to include Back Home Drive in the Mat Su Borough Road Service Area".

- c. Motion made, seconded and unanimously approved:

Motion 2018-002: "SKRCC request FY18 Community Assistance Program funds for the well and septic on purchased property, and include admin and related expenses as found in the FY 11 Community Assistance Program MOA."

- d. Motion made, seconded, and unanimously approved:

Motion 2018-003: "SKRCC request reallocating all of the remaining FY 11 Community Assistance Program funds to the construction of the building project."

8. Announcements:

- a. Community wide garage sale, 28 April 2018. If interested in participating, send your information to idlewildak@gmail.com and Amanda will include your info in all the advertising.
- b. Bylaws review committee will meet on 3 Mar 2018 at Vagabond Blues at 8 am for anyone who would like to work on the re-write. Once completed, they will be presented to the community for review.
- c. Building committee meeting set for 3 Mar 2018 at 10 am at the Fire Hall.
- d. Open Meetings Act/Parliamentary Procedures Training, 13 Mar 2018 at 6 pm in the Assembly Chambers.

9. Meeting adjourned at 8:07 pm.

Approved.



Lori Hobbs
SKRCC Vice-President

3-15-2018
Date

Attest.



Loren Karro,
Acting as ANNE HOUSCAL
SKRCC Secretary/Treasurer

15 May 18
Date

RECEIVED

JUN 06 2018

CLERKS OFFICE

Matanuska-Susitna Borough

MAY 25 2018

Received

**South Knik River Community Council
Regular Meeting Minutes, Thursday 15 March 2018**

Location: George E Steffes Public Safety Building
8271 S Ben Hur Dr
Palmer, AK 99645

1. Quorum established at 7:07 pm with 4 board members and 10 others present, at least 8 of whom were residents.

2. Meeting called to order by SKRCC V. President Lori Hobbs. Those present recited the Pledge of Allegiance.

3. Agenda approved.

4. Minutes from the 16 Nov 2017 regular meeting and the 15 February 2018 regular meeting were approved.

5. Reports/Guests:

a. Assembly Report: Jim Sykes reported that he had just come from a meeting with Fish and Game Commissioner Sam Cotton regarding the ban on king fishing in the borough, except for the Eklutna tailrace. He noted that commercial fishing goes on anyway. He said there was a good return for reds and silvers in local streams last year. He reported that the Jim Creek maintenance building was completed, and will have State and Borough occupancy including a DNR office. The ribbon cutting for the camp ground and building will be on 19 May, with a picnic after the cleanup. The Governor will submit the CAP budget for FY 19 so money should be available soon. The next Borough meeting will address the Mat-Su aviation plan (Region Air Strategic Plan or RASP), which is available on line. The new tax cap guarantees that certain mill rates will go to the school district. Questions on the new plat approved on the river side after millions were appropriated for a flood plain buyout were answered, indicating that the government said that area was no longer a flood plain because of gravel deposited by the river near there.

b. There was no legislative update as Richard Heller was not present.

c. Secretary Report: Lori Hobbs said the EIN issue has been resolved.

d. Treasurer's Report: Lori Hobbs said that the IRS Form 1023 had been filed for the property tax exemption and they are hoping for approval by April 30.

6. Unfinished Business:

a. The Emergency Response Plan Committee did not meet.

b. The application for property tax exemption has been submitted.

c. **Community Building Status:** Craig Price said that the building committee had met with Bob Hicks, Anne Houseal and Janet Read present. The committee had discussed the building size, materials needed and possible plans. Craig said that the committee needs access to funds and permission to proceed. He presented two motions for consideration. Janet Read suggested holding off on voting for money for construction at this time as no plans were yet finished or approved. Craig said that the goal was to have the design/plans ready for consideration at the May meeting. He doubted if digging could begin until late June. He would like committee members approved by the Community Council so that they can make decisions on behalf of the Council. Bob Hicks said that questions arose as to who will be doing the work, how much will be done in house, and what the plans for the septic, heat, etc will be.

A motion was moved, seconded and unanimously approved:

Motion 2018-004: "The SKRCC should proceed with securing a debit card linked to the SKRCC Grant Account, to be used solely for the purpose of the SKRCC meeting hall planning and construction. An accounting of the expenses from the card will be read at each SKRCC meeting. This card will be under the names of the SKRCC Secretary Anne Houseal, SKRCC Member Robert Hicks and SKRCC Member Janet Read."

It was suggested that the SKRCC have accounts set up at construction companies such as SBS. The second motion presented for consideration was discussed, and it was suggested that the motion only include permission for proceeding with the planning, with construction permission requested at the next meeting if the plans were approved.

A motion was made, seconded and unanimously approved:

Motion 2018-005: "The SKRCC grants authority to the SKRCC Building Committee members to proceed with the planning of the new community council meeting hall. Committee members will update the SKRCC with progress updates at each of the council meetings in which a quorum is met."

It was reported that MEA hookup of the electric pedestal will be requested at the end of April or early May; after that time at least minimum electric rates will be charged by MEA.

d. It was reported that SKRCC Secretary Anne Houseal had sent a letter on behalf of the SKRCC, supporting the petition to have Back Home Drive included in the local RSA.

e. The Community Assistance Program grant funds for FY18 will not be available until at least half of present funds (which would be about \$45,000) are spent.

f. The request for reallocation of the FY11 to the building project have been submitted.

g. The Bylaws have undergone a review and update, and will be edited by those interested before the next meeting. It was suggested that Anne Houseal and Lori Hobbs set a date for a committee meeting and send out an email.

7. New Business

The Nominations for new SKRCC Board members will be taken at the April meeting, with voting to take place at the next meeting after that.

8. Announcements:

- a. A community wide garage sale is happening 28 April, 2018.
- b. The spring clean up dates will be announced at the April meeting.
- c. There will be a SKRCC potluck in May, in conjunction with the spring clean up. Kathleen will get prices for the local barbecue company "Happy Bison BBQ" to cook for 20 to 30 people for the pot luck, and see if the SKRCC is interested.
- d. Motion was made, seconded and unanimously passed:

Motion 2018-006: "The SKRCC shall apply for credit at valley suppliers as requested by the Building Committee, to be submitted as completed and then reviewed at the April meeting."

9. Meeting adjourned at 8:28 pm.


Approve



Lori Hobbs
SKRCC Vice President

4-19-2018
Date

Attest.



Anne Houseal
SKRCC Secretary/Treasurer

19 Apr 18
Date

**South Knik River Community Council
Regular Meeting Minutes, Thursday 19 April 2018**

Location: George E Steffes Public Safety Building
8271 S Ben Hur Dr
Palmer, AK 99645

RECEIVED
JUN 06 2018
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MAY 25 2018

Received

1. Quorum established at 7:04 pm with 4 board members and 11 others present, at least 8 of whom were residents.
2. Meeting called to order by SKRCC V. President Lori Hobbs. Those present recited the Pledge of Allegiance.
3. Agenda approved.
4. Minutes from the 15 March 2018 regular meeting and the 15 February 2018 regular meeting were approved.

5. Reports/Guests:

a. Assembly Report: Jim Sykes reported on several issues affecting our community and borough. Topics included mil rate increase, how voter approved debt goes to the top, timber contract, crime issues and school funding. He did detail information from the Fish Board about preserving the salmon habitat. The only vehicle left is the initiative sending a resolution to MSB to endorse the concepts of the initiative. He then fielded questions from this present.

b. There was no legislative update.

c. Secretary Report: Incorporated into other agenda items

d. Treasurer's Report: Discussed meeting with Mat Valley Credit Union Member services regarding previous motion made last month to authorize debit cards for building project. Denied due to dual signature requirements on account. In order to have debit card privileges, must have explicit approval to do so in writing, e.g., changing from a dual signature account to single signature account.

Motion made, seconded and unanimously approved, which read:

Motion 2018-007: "Temporarily suspend the dual signature requirement on Mat Valley Credit Union Account #92426 and authorize single signature debit card withdrawals during time of the building project, for ease of paying bills. Once major work and expenses are completed, return to dual signature requirement. All expenses will be reviewed at the next regularly scheduled SKRCC meeting achieving quorum."

6. Unfinished Business:

a. The Emergency Response Plan Committee did not meet.

b. The application for property tax exemption was submitted. IRS approval letter should arrive by 26 April 18 and will be added to package.

c. Community Building Status: Building Committee will start meeting weekly and will provide updates at each regular meeting.

7. New Business

a. Motion made, seconded, and unanimously approved:

Motion 2018-008: "Re-nominate current board for another year based on progress of community building project."

b. No need for accounts at local building suppliers if we contract out the majority of the work for the placement of the building.

c. Everyone present agreed to purchase of relocatable building and to authorize building committee to purchase and pay bills as needed. Motion made, seconded and unanimously approved:

Motion 2018-009: "Building committee has authority to expend funds as necessary to pay bills associated with the new building purchase and placement."

8. Announcements:

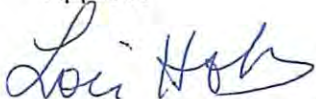
a. A community wide garage sale is happening 28 April, 2018.

b. The spring clean up dates, will be 10-13 May.

c. There will be a SKRCC potluck at the May regular meeting. SKRCC will cover hotdogs, brats, condiments and paper products. All others please bring finger food.

9. Meeting adjourned at 8:17 pm.

Approve



~~Diane Phillips~~ Lori Hobbs
SKRCC, Director at Large

5-17-2018

Date

Attest.



Anne Houseal
SKRCC Secretary/Treasurer

17 May 18

Date

Talkeetna Communtiy Council inc.
General Meeting
Monday, February 5, 2018 at the Talkeetna Public Library
Draft Minutes

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MAY 25 2018
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1. Call to order at 7pm Quorum established
present: Jeff Lebegue, Christie Seay, Ed O'Connor, Peg Vos, Carl Swanson
absent board members: Paul Button, Ali Lee
2. Christie Seay will take the minutes
3. Approval of agenda
Ed O'Connor moves to approve, Peg Vos seconds
all in favor
4. Approval of minutes from January meeting Peg Vos moves to approve, Ed O. seconds all in favor
5. treasury report submitted by Carl Swanson
6. no out of town guests
7. correspondence summarized by Peg Vos
8. announcements - TSWB (Talkeetna Sewer and Water Board) meeting rescheduled to Feb 14 1pm
at the Talkeetna Public Library
9. Persons to be heard – Mike Stoltz
10. Assembly Update – Randall Kawolke
11. Committee Reports
 - a. TPAC – read by Christie Seay
 - b. Recycling – Brenda Walsh
 - c. Community Assistance Program – Christie Seay
 - d. Skatepark - none
 - e. Policy and Procedure – read by Peg Vos
 - f. RSA – read by Peg Vos
 - g. TSWB - none
12. Unfinished business - none

13. New Business

- A. TPAC/response to Cathy Teich letter motion to respond to items writing in Cathy's letter related to TPAC procedure and comments on committee members - made by Christie S, Ed O'Connor all in favor – Jeff L. will write
- B. AMCO renewal Kahiltna Bistro - no comments
- C. 1st 2018 invoice for website maintenance – motion to pay invoice by Carl Swanson, Peg V. secondsall in favor

14. Adjourn motion to adjourn at
8:08pm peg moves to adjourn, ed
seconds

attested by: Christie Seay

approved by:

C Seay 3/5/18
[Signature] 3/5/18

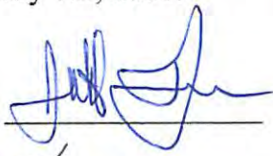
Talkeetna Community Council, Inc.
The Regular Monthly Meeting of the TCCI
Monday, April 2, 2018, at the Talkeetna Community Library
Draft Minutes

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1. Call to order: 7:01PM
2. Quorum Established: Jeff Lebeque, Peg Vos, Christie Seay, Ed O'Connor, Karl Swanson;
Absent Paul Button and Ali Lee
3. Karl Swanson volunteered to take the minutes.
4. Approval of the Agenda: Ed O'Connor moved to approve the agenda, Peg Vos seconded. All in Favor.
5. Approval of the minutes: Ed O'Connor moved to approve the February minutes Christy Seay seconded. All in favor.
6. Treasurer's report: Read by Karl Swanson.
7. Out-of-Town guests: None
8. Correspondence: Peg Vos gave an update on this month's past correspondence.
9. Announcements:
 - A. MSB Recycling open house invitation.
10. Persons to be heard:
 - A. Robert Gerlach, representing the Talkeetna Airman's Association, gave an update about the lease granted the Association from BLM for the Village Airstrip.
 - B. John Strassenburgh commented on two MSB ordinances relating to the Chujik Creek timber sales in the Upper Susitna Valley. Ed O'Connor moved to put a discussion of the Chujik Creek timber sales under new business. Peg Vos seconded. All in Favor.
11. Assembly Update: Randal Kowalke gave report
12. Committee and Board Reports
 - A. TPAC: No report. TPAC did not meet since last month.
 - B. Recycling: See correspondence.
 - C. Community Assistance Program: See correspondence
 - D. Skatepark: See email
 - E. Policy and Procedure: Submitted 3 documents for approval under new business.
 - F. RSA: Met March 8, no action taken.
 - G. TSWB: Met March 4, no action taken
13. Unfinished
Business none.
14. New Business
 - A. VFW / Liquor License Renewal – No comment.
 - B. Talkeetna Motel / Liquor License Renewal – No comment
 - C. Donation buttons on TCCI website - Ed O'Connor moved to authorize webmaster to put PayPal Button on website for contributions. Christy Seay 2nd. All in favor.
 - D. Adopt (3) Policy and Procedure Committee Recommendations - Ed O'Connor moved to adopt the three Policy and Procedure Committee recommendations . Christy Seay 2nd. All in favor.
 - E. Playground expenditures – Karl Swanson moved to approve the expenditures listed in Cassie Westnedge's email to TCCI dated April 2, 2018 for the playground. (totaling \$7,770.52). Ed O'Connor 2nd. All in favor.
 - F. Chijuk Creek Timber Sale Discussion – Christy Seay moved to correspond with the MSB to extend the public hearing on MSB ordinance 18-017 and 18-019. Ed O'Connor second. All in favor.

15. Ed O'Connor moves to adjourn at (around 9:00). Karl Swanson seconds. All in Favor. Next meeting on Monday, May 7th, 2018.

16. Minutes approved by:

A handwritten signature in blue ink, appearing to be "J. O'Connor", written over a horizontal line.

17. Attested to:

A handwritten signature in black ink, appearing to be "K. Swanson", written over a horizontal line.

TRAPPER CREEK COMMUNITY COUNCIL MEETING MINUTES

RECEIVED

Regular Meeting

6:30 PM

Thursday March 15, 2018

MAY 22 2018

CLERKS OFFICE

- I. Meeting called to order 6:50 pm
- II. Determination of Quorum
- III. Board Members in Attendance: Glenka, Kolbeck, Grelson and Ryan (telephonic). Members: Elaine Yelverton, Jason Garrett, Crystal Garrett, Connie Dooley.
- IV. Reading and approval of January minutes. (No February meeting due to no quorum)
- V. Borough Assembly Report: None
- VI. TCCSA CIP4 Report: \$250.00, Matsu Sewer & Drain. Currently has a balance of \$6,338.53 remaining.
- VII. Treasurer's Report: #218, \$3.24, Postage. Checking: \$871.63 & Savings: \$25.35 = \$896.98.
- VIII. Revenue Sharing Project Updates:
 - A. FY2016:
 - TCCSA Operating Costs - \$13,500. \$7,091.34 spent. \$6,408.66 remaining.
 - TCCC Operating Costs - \$1,000. \$364.93 spent. \$635.07 remaining.
 - Nordic Ski Club - \$300. \$219.48 remaining.
- IX. Correspondence/Current Mail: None
- X. Public Forum: None
- XI. Unfinished Business:
 - A. Village Safe Water Program (VSW): Public water system Preliminary Engineer Report (PER) is 95% complete. Completion by April 6, 2018 and report will be submitted for funding. TCCC signed Letter of Support for the TCCSA CIP Water Project Proposal.
 - B. Applications to Board of Directors: Application window extension continued until April 19, 2018 meeting due to no additional new applications at this meeting.
- XII. New Business:
 - A. Alaska Gasline Development Corp (ADGC) public meeting was February 27, 2018 at the Park. 14 people attended.
 - B. No date set for voting on the TCCC Board of Directors. Application deadline extension continued until April 19, 2018 meeting.
 - C. Community Assistance Program (CAP) FY2017 fund project proposal deadline is TCCC's May 17, 2018 meeting. Reviewing of proposals to ensure proposed project requirements are met will be at the May meeting. Community voting period will be May 21- June 2, 2018 at the Trapper Creek Library during regular library business hours. Project voting results will be obtained at June 21, 2018 Council meeting. CAP FY2017 funds available for projects: \$12,900.
- XIII. Date of next meeting scheduled for **April 19, 2018, 6:30 pm.**
- XIV. Meeting adjourned at 7:35pm

Approved:

(Minutes taken by Council Member, Janet Grelson, Treasurer)

Chairperson

Date

Secretary

Date

Trapper Creek Community Council

PO Box 13021, Trapper Creek, AK 99683-0321

Teleconference: Locally dial 373-2663 / Participant Code 991090 or dial 907-622-2663 if not in local area



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JUN 01 2018
CLERKS OFFICE

Willow Area Community Organization
P.O. Box 1027 - Willow - AK 99688
907-495-6633
www.waco-ak.org

Meeting Minutes

Date: April 4, 2018
Occasion: General Meeting
Called to Order: 7:08 pm

Quorum: Board Quorum present. No Community Quorum.

Agenda: Approved as written.

Minutes: February 7, 2018 minutes approved.

Borough Assembly Report: Ordinance approval moved to April 7th meeting. An EMS building to be located at Talkeetna Spur road has been approved. The mill rate is projected to be the same as last year. Money for the new Willow library is in the Borough budget.

Officer Reports:

1. **Secretary:** New web site is under construction. It will look very different but contain all the same information.
2. **Treasurer:** No report.
3. **Vice Chair:** Redesigning WCC rental and building use agreement. WCC was cleaned – this includes all floors, kitchen, chairs and windows washed.
4. **Chair:** Thanks to community for supporting him as WACO Chair the last 2 years.

At-Large Representative Reports:

- 1) Carrie will post LNG project update in WCC. Grant money is available for digital sign in WCC.
- 2) Tami: No report.
- 2) Bill reported that Wells Fargo will review application for funds for library soon. He also said it would be good to have a big turn out for library at Borough Assembly Budget meeting in Willow on April 30th. Will send a letter of inquiry for funding to Rasmussen Foundation soon.

Old Business

1. Vote for WACO budget for 2018-2019.
MOTION: Approve budget as presented. Motion seconded.
VOTE: Passed unanimous.

New Business

1. WACO Board election results:
Chair: Linda Oxley
Secretary: Teri Petram
Representative at Large: Tami Roehl and Lisa Schooler
2. Carnival Theme ideas for 2019:
 1. Porcupine
 2. Swans
 3. Peony
 4. Forget-me-notWill ask for more ideas and vote on theme at May meeting.
3. Tam Boeve requested \$500 from WACO for food at April 30th Borough Assembly Budget meeting in Willow. \$420 for food and \$80 to food preparation people. Borough is donating chips and water.
MOTION: Approve \$500 for food at April 30th Assembly Budget meeting. Motion seconded.

VOTE: Passed unanimous.

4. Jim Huston would like WACO to take over Willow Clean up Week from Chamber of Commerce. Jim will provide some equipment. Talon and Tami Roehl will coordinate Clean Up Week.

5. CERT requested to use WACO gaming permit for Preparedness Fair raffle of a grab and go bag.

MOTION: Approve CERT request to use WACO gaming permit for raffle of grab and go bag.

VOTE: Passed unanimous.

Committee Reports:

1. **Carnival:** Net income was \$14,500. Good job to everyone who helped out and to those who participated.

2. **Trails:** Hessler Norris Trail work has begun. All trails look great. A new trailhead will be developed to Steven's Lake in December.

3. **Youth Forum:** Pavillion construction bid and will be advertised by April 26th. Pavilion will have power. Dog park funding will be discussed next.

4. **CERT:** CERT partnered with Red Cross and Fire Department for training on smoke detector installation (this is for CERT members).

5. **Willow Recycling:** During last recycle day 50 households recycled material. Always looking for volunteers.

6. **Fire Service:** Nine calls in March. Burn permits are required starting April 1. Station 12.1 remodel bid went out in March.

Community Groups/Clubs

1. **Chamber of Commerce:** There was a lot of overflow on Willow lake for golf tournament – this is a concern for the future of the tournament. The Chamber will revive the slogan "Willow Dog Mushing Capitol of the World" by making and posting signs in various locations.

2. **Community Enrichment:** No report.

3. **Library:** Spinning class in March was well attended. There will be a follow up class on dying in the summer. The summer reading program begins in June. Will hire 1 – 2 people to be on call for a few hours each week.

4. **Lion's Club:** Planning a wine tasting fund raiser.

5. **Willow Health Organization:** Willow Health Fair is April 21st.

6. **Willow Historical Wildlife Foundation:** Borough has legal right to make WHWF move the old log building. The issue will be discussed further at the next WHWF meeting.

7. **Willow Dog Mushers Association:** No report.

8. **Garden Club:** April 19th meeting at 7:00 in WCC on Peonies

10. **PTA:** No report.

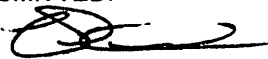
Persons to be Heard/Announcements:

1. Jim Huston is gathering information on the Willow mining district.

4. Suggestion was made to consider moving meetings back to first Monday of the month.

Adjourned 8:15 pm. Next Meeting May 2nd

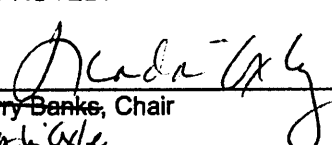
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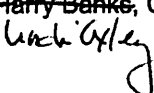


Secretary

5/25/18
Date

APPROVED:



Harry Banks, Chair


5/25/18
Date



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JUN 08 2018
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Willow Area Community Organization
P.O. Box 1027 - Willow - AK 99688
907-495-6633
www.waco-ak.org

Meeting Minutes

Date: May 2, 2018
Occasion: General Meeting
Called to Order: 7:00 pm

Quorum: Board Quorum present. No Community Quorum.

Agenda: Approved as written.

Minutes: April 4, 2018 minutes approved.

Borough Assembly Report: None.

Officer Reports:

1. **Secretary:** New web site is live with a few pages under construction. It includes volunteer page where residents can sign up for volunteer opportunities. Old email list service no longer works and new service is in place. Communications committee is working to define posting process with new email service.
2. **Treasurer:** Books are caught up through February. We are losing money each month but rental money is helping. Will review Iditarod contract and email MEA about funds for 4th of July picnic.
3. **Vice Chair:** WCC facility use agreement is complete and posted online. Policies will be updated soon. Borough has a monthly crime meeting and it was suggested that a WACO member attend. Revenue share application needs to be posted. Some kitchen maintenance still needs to be completed.
4. **Chair:** Thanks to community for supporting her as WACO Chair. She is open to ideas about keeping meetings and speakers on time. Proposed a Board meeting to discuss interests and working together.

At-Large Representative Reports:

1. Carrie: Attended LNG meeting. Reminded that we need to form an audit committee once Vince has books up to date.
2. Tami: Spring clean-up application was submitted. Borough wants list of roads that will be cleaned so interested volunteers should contact Tami to let them know where they will pick up trash. Clean-up dates are May 12-20th.
3. Lisa: Presented new list of ideas gathered from the community for carnival.

Old Business

1. Vote on theme for winter carnival.
MOTION: Approve "Where the Trails Never End" as carnival theme. Motion seconded.
VOTE: Passed unanimous.

New Business

1. Computer in WACO office is old and not maintained or used.
MOTION: Wipe computer clean and dispose of it
VOTE: Passed unanimous.
2. Team Rubicon provides rapid relief during disasters and wants to keep skills sharp by helping people in need cut trees and remove brush at no charge for fire mitigation. They will be at the Emergency Preparedness event May 5th.
3. Three scholarship applications were received on time and with required documents. Committee was formed to grade applications and decide on award.
4. Cassie Campbell from MEA reviewed line upgrades for the summer. Transmission lines from Caswell to Talkeetna are being upgraded. You will notice the work as you drive by but shouldn't impact residents. A 600' section of Long Lake underground line will be upgraded. Easier to read MEA bill design coming January 1, 2018. She reminded to take advantage of grant opportunities with MEA.

Committee Reports:

1. **Carnival:** No report until after first meeting in August.
2. **Trails:** Please use discretion on trails while they are soft and muddy to reduce damage. New multi-use, gravel trail construction planned from Parks Hwy to Newnan Park. Trail crossings over pavement are being fortified where asphalt is eroding. Trail improvements in Willow area are planned with increased gravel in low spots. Hessler Norris new trail head and trail mulching to remove roots are planned.
3. **Youth Forum:** Pavilion bid was advertised with 6 bidders. Amount of \$50k will be left for additional approved park projects. Community needs to discuss and decide on operational costs, consider outhouse options and dog park funding.
4. **CERT:** Su Valley Emergency Preparedness Fair will be May 5th 11:AM to 3:PM. Family oriented event with hands on learning, many informational displays and door prizes.
5. **Willow Recycling:** During last recycle day 39 households recycled material. Always looking for volunteers. VCRS is having an open house May 20th to celebrate 20 years in operation.
6. **Fire Service:** Five new recruits are finishing up training for Willow/Caswell area. Cicily Boeve was named Rescue Tech of the quarter for the whole Borough.

Community Groups/Clubs

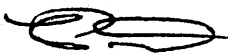
1. **Chamber of Commerce:** No report.
2. **Community Enrichment:** No report.
3. **Library:** Over 100 people attended the budget meeting. Thank you for showing support for library project. 3 lost phones have been turned in. There are over 35 applicants for the on call position. Memorial day weekend proceeds from three events will help with library funding; plant sale, 5K run and art tour.
4. **Lion's Club:** Family skate night has ended and pottery classes at school are coming to end. Wine tasting event raised funds for scholarship. Van Wilson and Skip Davenport coordinated a flight program for 5th graders to learn about flight and aviation.
5. **Willow Health Organization:** New Farmer's Market Manager, Berna Brooks, was hired.
6. **Willow Historical Wildlife Foundation:** The annual meeting will be held May 9th.
7. **Willow Dog Musers Association:** No report.
8. **Garden Club:** May 17th meeting at 7:00 in WCC on Greenhouse design and management.
9. **PTA:** No report.

Persons to be Heard/Announcements:


1. Family Community Education (also known as SheMonSun Homemakers) announced the Tea Party May at 11:AM on 19th in the WCC. There will also be a Vintage Fashion Show. Tickets are \$8.00
2. Carol Rice with WASI announced their Miles 4 Meals run on June 9th to raise money for the meals on wheels program.
3. For next meeting it was suggested that we discuss moving meetings back to Monday.
4. Teri will coordinate 4th of July Parade and we will revisit parade safety guidelines next month.

Adjourned 8:46 pm. Next Meeting June 6th

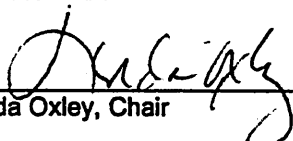
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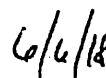
Secretary

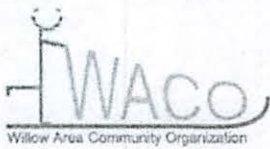

Date

APPROVED:



Linda Oxley, Chair


Date



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Willow Area Community Organization
P.O. Box 1027 - Willow - AK 99688
907-495-6633
www.waco-ak.org

Meeting Minutes

Date: May 25, 2018
Occasion: Board Meeting
Called to Order: 12:04 pm


Quorum: Board Quorum present.
Agenda: Approved as amended.
Minutes: No previous minutes to approve.

New Business

1. Members discussed WACO quit claim of WHWF's old log cabin to Mat-Su Borough. Linda reviewed history of Bill of Sale for building and land. Board members read a letter from the borough, email from WHWF's Chair and documents pertaining to Quit Claim Deed.
MOTION: WACO Board will allow the Chair, Linda Oxley, to sign the Quit Claim Deed releasing WACO interest in the Old Hall/Old Willow Community Building.
VOTE: Passed unanimous.
2. Board members each individually shared interests, abilities and future plans or ideas for working together.

Adjourned 2:29 PM. Next meeting tentatively scheduled for June 29th, 2018.

SUBMITTED:

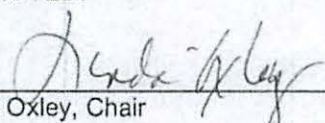


Secretary

Date

6/6/18

APPROVED:



Linda Oxley, Chair

Date

6/6/18