

**MATANUSKA-SUSITNA BOROUGH
AGRICULTURE ADVISORY BOARD**

RECEIVED
MAY 29 2019
CLERKS OFFICE

Chairman - Norman Harris (05)	Dick Zobel (02)	Steven Sawyer (06)	Jon Olsen (10)
Vice Chair - James Skinner (09)	Mark Stahl (03)	Derylee "Lee" Hecimovich (07)	Erik "Moe" Johnson (11)
VACANT (01)	Jenny VanderWeele (04)	VACANT (08)	Braden VanderWeele (12)

MINUTES

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

**March 20, 2019
4:30 P.M.**

I. CALL TO ORDER; ROLL CALL

Dr. Harris called the meeting to order at 4:30 p.m.

Members present and establishing a quorum were: Dr. Norman Harris, James Skinner, Derylee Hecimovich, Braden VanderWeele, Jon Olsen, Erik Johnson, Mark Stahl, Jenny VanderWeele.

Members Absent and Excused: Dick Zobel, Steven Sawyer

Staff present: Tracy McDaniel, Asset Manager

Jill Irsik, Dept. Admin Specialist

II. ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON

MOTION: Ms. VanderWeele nominated Dr. Harris for Chairperson. Mr. Olson 2nd. Dr. Harries accepted the nomination. No other members were nominated. All in favor.

MOTION: Dr. Harris nominated Mr. Skinner for Vice Chair. Mr. Olson 2nd. Mr. Skinner accepted the nomination. No other members were nominated. All in favor.

III. APPROVAL OF AGENDA; PLEDGE OF ALLEGIANCE

MOTION: Ms. VanderWeele moved, Mr. Skinner 2nd. Agenda approved

IV. AUDIENCE PARTICIPATION (Limit to 3 minutes)

Mr. Donald Ruhoff spoke to attending the meeting to determine if he wanted to apply to fill a board vacancy.

V. APPROVAL OF MINUTES

A. February 20, 2019

MOTION: Mr. Johnson moved, Mr. Skinner 2nd. Minutes approved.

VI. ITEMS OF BUSINESS

A. Brad Pickett, Borough Assessor

- Mr. Pickett attended the meeting to address any questions or concerns the board had regarding assessing Borough agriculture land

B. Response to the Ad Hoc Agriculture Committee Recommendations

- Mr. Olson had questions regarding #2a
 - Felt that "fallow" is not covered very well

- Ms. McDaniel shared concerns regarding being able to work on #5 this session

C. Draft PPMs

- Title 13 PPMs were handed out at meeting
- Current Title 23 PPMs were included in packet
- Ms. McDaniel reviewed with the board the proposed changes to the PPMs. Once legal has had a chance to review the draft, the final version and a resolution will be brought before the board.

VII. MEMBER COMMENTS (limit to 3 minutes)

- Ms. VanderWeele – would like to see a resolution from the board, which will state the board’s disagreement with the Governor’s proposal to cut the Division of Agriculture.
- Ms. Hecimovich – lots of stuff going on at the Experimental Farm
- Mr. Johnson – had staff disseminate to the board an email from the Alaska FFA Association, who were looking for volunteers to help with the State FFA convention.
- Mr. Skinner – appreciates all the work that Ms. McDaniel is doing. Also thanked Mr. Pickett for coming to the meeting.
- Dr. Harris – Thanked staff for the work that they do.

VIII. NEXT MEETING


- A. April 17, 2019 - 4:30 pm - DSJ Building Lower Level Conference Room

IX. ADJOURNMENT

Dr. Harris adjourned the meeting at 6:00 p.m.


Norman Rex Harris, Chairman

ATTEST:



Jill Irsik
Department Administrative Specialist

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MATANUSKA-SUSITNA BOROUGH
AGRICULTURE ADVISORY BOARD
RESOLUTION NO. 19-02

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH AGRICULTURE ADVISORY BOARD RECOMMENDING THAT THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY ADOPT THE ASSET MANAGEMENT PLAN, NATURAL RESOURCE MANAGEMENT UNITS.

WHEREAS, the Agriculture Advisory Board was enacted by Matanuska-Susitna Borough Ordinance 15-050 to review issues specifically related to and affecting borough agriculture lands, and advise the Assembly and Manager on such matter; and

WHEREAS, the "Asset Management Plan, Natural Resource Management Units" identify 22 natural resource management units, including the Fish Creek Unit, and encompasses approximately 128,127 acres of borough-owned lands; and

WHEREAS, the purpose of the "Asset Management Plan, Natural Resource Management Units" is to provide goals, management intent, land use designation, classifications, guidelines, and implements actions for the new Natural Resource Management Units on borough-owned lands; and

WHEREAS, the "Asset Management Plan, Natural Resource Management Units" recognize each unit with multiple resource values and uses for designation and classification of its primary uses and secondary uses; and

WHEREAS, the "Asset Management Plan, Natural Resource Management Units" identify the United States Department of

Agriculture soil capability mapping to support agricultural uses for the production of plants, trees, field crops, and animal grazing; and

WHEREAS, the "Asset Management Plan, Natural Resource Management Units", once adopted, will provide the foundation for present and future decisions on how the management units will be developed and managed.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Agriculture Advisory Board recommends the Matanuska-Susitna Borough Assembly adopts the "Asset Management Plan, Natural Resource Management Units" that provides the tools to manage all the various resources in a compatible manner on borough-owned land.

ADOPTED by the Matanuska-Susitna Borough Agriculture Advisory Board this 15th day of May, 2019.


Norman Rex Harris, Chairman

ATTEST:



Jill Irsik,
Department Administrative Specialist

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MATANUSKA-SUSITNA BOROUGH
AGRICULTURE ADVISORY BOARD
RESOLUTION NO. 19-03

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH AGRICULTURE ADVISORY BOARD RECOMMENDING THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY SUPPORT FULL FUNDING IN FISCAL YEAR 2020 FOR THE ALASKA DEPARTMENT OF NATURAL RESOURCES, DIVISION OF AGRICULTURE.

WHEREAS, the Agriculture Advisory Board was enacted by Matanuska-Susitna Borough Ordinance 15-050 to review issues specifically related to and affecting borough agriculture lands, and to advise the Assembly and Borough Manager on such matter; and

WHEREAS, in the 1970's, the Borough established a policy of preserving agricultural lands for future generations through its restricted farm sale programs; and

WHEREAS, Alaska residents face a recognized food vulnerability due to the fact that 90 percent of food production for Alaska comes from outside of the state, leaving the population susceptible and dependent on the next shipment of imported food; and

WHEREAS, agriculture continues to be a valuable resource and important business in the Matanuska-Susitna Borough, and Alaska consumers understand the positive economic impact of purchasing Alaska Grown products, and find real value in the goods that are locally available; and

WHEREAS, the Division of Agriculture development goals are to promote a healthy agriculture industry in Alaska with providing

services for marketing "Alaska Grown" products, inspections to meet statutory, federal and international contract requirements, Alaska regulations and USDA requirements, and conduct agriculture land sales for Alaska's future generations; and

WHEREAS, Division of Agriculture's mission through the Plant Material Center is to promote and encourage development of an agriculture industry in Alaska by developing seed and plant materials suitable for Alaska growers, provide recommendations for erosion control, seed production and revegetation and maintain the state's certified seed laboratory for commercial and regulatory seed quality testing; and

WHEREAS, the Agricultural Revolving Loan Program provides for financing agriculture development and expansion by offering moderate interest rate loans for agricultural development in Alaska; and

WHEREAS, this is why both public and private sector supports and promotes the importance of the Division of Agriculture through direct investment and funding of Alaska's many potential agricultural economies.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Agriculture Advisory Board recommends the Matanuska-Susitna Borough Assembly recognize and support fully funding Fiscal Year 2020 for the Alaska Department of Natural Resources, Agriculture Division.

ADOPTED by the Matanuska-Susitna Borough Agricultural
Advisory Board this 15th day of May, 2019.



Norman Rex Harris, Chairman

ATTEST:



Jill Irsik,
Department Administrative Specialist

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MATANUSKA-SUSITNA BOROUGH
AGRICULTURE ADVISORY BOARD
RESOLUTION NO. 19-04

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH AGRICULTURE ADVISORY BOARD RECOMMENDING THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMEND THE LAND AND RESOURCE MANAGEMENT DIVISION POLICY AND PROCEDURES MANUAL, PART 5, AGRICULTURAL LAND SALES.

WHEREAS, the Agriculture Advisory Board was enacted by Matanuska-Susitna Borough Ordinance 15-050 to review issues specifically related to and affecting borough agriculture lands, and advise the assembly and manager on such matter; and

WHEREAS, subdivision, lease, sale, and other business use of agricultural property were issues identified at the Matanuska-Susitna Borough Agriculture Forum on November 10, 2014; and

WHEREAS, the Policy and Procedures Manual, Part 5, Agricultural Land Sales has not been updated since the early 1990's thereby prompting an extensive review of the policy and procedures by the Agriculture Advisory Board and staff; and

WHEREAS, this resolution shall supersede Resolutions No. 15-04, 15-05, 15-06, 16-03, 16-04, 16-05, 16-06, 16-07, 16-08, 16-09, 16-10, 17-03 and 17-04; and

WHEREAS, this resolution brings together all previous resolutions in a more cohesive manner for future disposition of borough agricultural lands.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Agriculture Advisory Board recommends the Matanuska-Susitna Borough Assembly hereby adopts by Ordinance the Land and Resource Management Division Policy and Procedures Manual, Part 5, Agricultural Land Sales, the following changes:

**TITLE 23
LAND AND RESOURCE MANAGEMENT DIVISION
POLICY AND PROCEDURE MANUAL**

AGRICULTURAL LAND SALES: Disposal
PART 5

- 1.1 Authority: 23.05.030
 23.10.070
 23.10.150

- 2.1 Classification. The land shall first be classified per classification procedure as "Agricultural lands."

- 3.1 Sale Notice. The offering of borough-owned land in an agricultural disposal will be published in a descriptive brochure containing at a minimum:
 - A. the date, time and place of awarding/naming the successful bidder/buyer for the parcel(s) in the disposal; and

 - B. the period during which bids/applications will be accepted; and

 - C. a statement of the interest to be conveyed, terms and conditions of disposal, the terms of payment and length of contract, purchaser and borrower qualifications required, contract performance requirements, and any other special conditions or limitations; and

 - D. maps for each parcel identifying the vicinity where the parcel is located and the immediate area; and

 - E. additionally the following information will also be provided for each parcel:
 - 1. approximate size in acres;

 - 2. minimum sale price;

3. any special reservations and conditions, such as easements or non-development buffers, which will be imposed upon the parcel at time of conveyance; and

4. land capability soils information, if available.

4.1 Purchaser qualification.

- A. In addition to meeting the qualifications of applicants and bidders required by MSB 23.10.090, in order to be eligible to purchase property at an agricultural sale, a prospective purchaser must register prior to the sale and must sign a statement worded substantially as follows:

"I hereby acknowledge and affirm that if I am the successful purchaser, I will use the land acquired at this sale for agricultural purposes as required by the sale program set forth in the covenants, conditions and restrictions and all agricultural land use district regulations in which boundary the parcel is located and which have been disclosed to me. I further acknowledge and affirm that I will abide by the provisions of applicable federal, state and borough laws, and regulations. I understand that if I am the successful purchaser, I will be required to submit information required by the program and meet the borough's lending requirements to qualify for any financing offered by the borough to purchase the parcel. I further understand that the classification of the property as "agricultural land" only identifies the land as being "presently or potentially valuable for production of agricultural crops." [AND] [T]The borough makes no warranties, either express or implied, nor assumes any liability whatsoever regarding the social, economic, or environmental aspects of the property, to include[,] without limitation, the soil conditions, water drainage, physical access, availability of personal use wood supplies now or in the future, or natural or artificial hazards, which may or may not exist, or merchantability, suitability, or profitability of the property for any use or purpose."

- B. The borough manager may require a prospective purchaser to provide evidence that would establish the purchaser's:
 1. ability to obtain financing and repay debt, including credit reports and income verification **if borough financing is requested**; or
 - [2. net worth;]
 - 2**[3]. evidence of Alaska residency by providing the physical location of Alaska residence and by submitting a copy of one of the following:
 - a. current Alaska voter registration card issued for more than 30 days; or

- b. current Alaska driver's license issued for more than 30 days; or
- c. current Alaska hunting or fishing license issued for more than 30 days; or
- d. current year Alaska permanent fund filing receipt; or
- e. an affidavit signed by two individuals who swear and attest they have known the individual to be a resident of Alaska for more than the 30 previous days.

3[4]. United States citizenship by submission of a copy of one of the following:

- a. certified copy of certificate of birth in U.S. or U.S. possession; or
- b. U.S. passport; or
- c. U.S. Immigration Service issued form for one of the following:
 - i. certificate of U.S. citizenship; or
 - ii. certificate of naturalization; or
 - iii. U.S. citizen ID card; or
- d. certification of birth abroad issued by U.S. Department of State; or
- e. Native American tribal document; or
- f. [Current] current voter's registration card.

C. The borough manager will require proof of the authority to conduct business in the state of Alaska if the prospective purchaser is a corporation, partnership, limited liability company, joint venture, or some other entity which is not acting in the capacity of an individual, and proof that the individuals have authority to act on behalf of the entity.

D. The borough manager may refuse to approve borough financing based on the analysis of the prospective purchaser's ability to repay debt, which may take into consideration prior delinquency in payment of taxes, rents, default in payments toward any contracts or loans, or for other good cause.

5.1 Sale Method. Agricultural land sales may be by outcry or sealed bid auction, lottery or any other method allowed by law. The sales will be conducted according to the

relevant procedure for the particular disposal method. Parcels that have been offered in a competitive agricultural disposal program and have not been sold may be placed in an over the counter sale. The method of conducting the sale will change to the over the counter process[.]. [H]However, the terms and conditions attaching to the parcel under the agricultural land sale program and financing qualifications will remain the same as the competitive agricultural land sale program.

6.1 [SOIL AND WATER CONSERVATION PLAN] **Right to Farm Statute and Farm Conservation Plan.**

A. **All agricultural property sold by the borough is intended to maximize agricultural capability to the extent feasible and practical pursuant to Alaska Statute 9.45.235 and borough code.** The prospective purchasers will be informed that technical planning assistance is available through the local soil and water conservation district in cooperation with the United States Department of Agriculture, Natural Resource Conservation Service.

B. **Purchaser submits a Borough Farm Conservation Plan for inclusion in the case file that will run with the land until/unless specifically changed.**

C. **Continuous fallow is recognized as an agricultural use for the protection of the long-term viability of the nation's food supply by preventing conversion of soils of local importance for agricultural uses to non-agricultural uses. Fallow provides a mechanism to prevent the inappropriate conversion of agricultural land into sprawling, low-density development to safeguard against a "no net loss" of agricultural lands.**

1. Recognized fallow uses and activities are defined as:

a. **land used for agricultural activities to lie fallow in which it is plowed and tilled but left unseeded; and**

b. **land used for agricultural activities to lie dormant because of adverse agricultural market conditions; and**

c. **allowing naturally occurring grasslands and nonindustrial private forestland.**

7.1 Construction of Real Property Improvements.

A. Each agricultural land sale program [WILL] includes terms and conditions under which construction of real property improvements will be authorized.

The agricultural land sale programs will encourage responsible development and may authorize the construction of fixed, permanent, or immovable structures reasonably required for or related to agricultural production, within designated areas. This designated improvement area(s) must be identified by the purchasers or owners who shall submit a location map(s) on a form approved by the manager and acceptable for recording, prior to construction of any such improvements within the area(s); however, the purchasers or owners shall not be required to designate the area(s) by a specific time frame under the terms and conditions of the sale.

- B. The designated areas when calculated together may not exceed five **(5)** acres in size, except as set forth below. The areas may include home site(s), well and septic location(s), and the farmstead areas normally required for yards, driveways, parking, barns, animal pens, outbuildings, and other similar uses.
- C. Areas larger than five **(5)** acres may be authorized by the borough manager and designated if unusual or large scale real property improvements are necessary for agricultural development of the parcel conveyed.
- D. Changes in the location or size of the designated real property improvement area are subject to approval of the borough manager. The borough manager may approve a change if the change is consistent with the agricultural use of the property.
- E. The method for designating and amending the real property improvement sites will be set out in the terms and conditions of the agricultural land sale program and will be enforced by covenants, conditions, and restrictions.
- F. Processing and recording fees may be charged to the owners that request the designated improvement sites be amended.

8.1 [SUBDIVISION AND] Sale.

- [A. A PARCEL SOLD IN A BOROUGH AGRICULTURAL LAND SALE AUTHORIZED UNDER TITLE 23 IS CONSIDERED TO BE A SINGLE FARM UNIT. IT MAY NOT BE DIVIDED FOR A PERIOD OF TEN YEARS FROM THE DATE THE SALE DOCUMENTS FROM THE BOROUGH CONVEYING THE PROPERTY TO THE BUYER IS RECORDED.
- B. AFTER TEN YEARS, THE FARM UNIT MAY BE DIVIDED PROVIDED NO PARCEL SO DIVIDED IS LESS THAN 40 ACRES IN SIZE AND NO MORE THAN FOUR PARCELS MAY BE CREATED FROM THE ORIGINAL FARM UNIT BOUNDARY. ANY SUCH DIVISION MUST MEET THE

SUBDIVISION CODE AND REGULATIONS OF THE MATANUSKA-SUSITNA BOROUGH (MSB) PLATTING DIVISION.

- C. UPON DIVISION OF THE FARM UNIT, DESIGNATED REAL PROPERTY IMPROVEMENT AREAS WILL REMAIN IN THE LOCATION AND SIZE MOST RECENTLY AUTHORIZED BY THE BOROUGH MANAGER UNLESS AMENDED AS PROVIDED UNDER THE TERMS AND CONDITIONS OF THE FARM SALE PROGRAM.
- D. THE TERMS AND CONDITIONS OF THE FINANCING OFFERED BY THE MSB TO PURCHASE BOROUGH-OWNED LAND, AMONG OTHER THINGS, PROHIBITS THE PROPERTY FROM BEING SUBDIVIDED OR THE OWNERSHIP BEING TRANSFERRED WITHOUT THE SPECIFIC CONSENT OF THE LENDER DURING THE LOAN TERM. IF THE LOAN TERM IS LONGER THAN TEN YEARS THEN THE RESTRICTIONS UNDER THE LOAN WOULD SURVIVE THE EXPIRATION OF THE TEN YEAR RULE SET FORTH IN 9.1 (A).]

A. Borough-owned property 10 acres or greater where 50% or more of the soils are classified by Natural Resource Conservation Service as land capability as class II, class III, class IV, or Natural Resource Conservation Service classified soils of local importance; and where other lands adjoining the property are either classified agricultural lands or in agricultural production, shall be considered for an agricultural classification and an agricultural sale program.

B. Lands sold with an agricultural classification may be sold:

- 1. **As a conveyance of only agricultural rights.**
 - a. **Agricultural rights for parcels will be valued at a minimum of \$250 an acre or as determined by the Borough Assessor.**
 - b. **Under an agricultural rights conveyance, development rights will be retained by the borough to protect and promote the agricultural use and development of the land in perpetuity.**
 - c. **The assembly may establish other conditions of sale which are best designed to promote the agricultural use and development of the subject lands.**
- 2. **As a fee simple conveyance with agricultural covenants.**
 - a. **Fee simple conveyance for parcels with agricultural covenants will be valued at a minimum of \$500 an acre or as determined by the Borough Assessor.**

- b. The agricultural covenant will be perpetual, run with the land, and restrict or limit the use of the land for agricultural purposes.
- c. The assembly may establish other conditions of sale which are best designed to promote the agricultural use and development of the subject lands.

C. A farm unit may consist of more than one parcel of record and is to be considered a single farm unit.

D. The terms and conditions of financing offered by the borough to purchase agricultural parcels shall include, among other things, a prohibition against the transfer of ownership during the term of the loan without the specific written consent of the borough.

9.1 Subdivision of the farm unit previously conveyed by the borough, which includes only agricultural rights land or lands sold with agricultural covenants, conditions and restrictions.

A. Parcels greater than 80 acres and classified as agricultural property shall not be subdivided to less than 40 acres.

1. A farm unit may be subdivided no more than one time with no more than four parcels created from the original farm unit. Any such subdivision must meet the subdivision code and regulations of the Matanuska-Susitna Borough Platting Division.

2. A farm unit consisting of a total aggregate of 40 acres or less may not be subdivided.

3. The terms and conditions of the financing offered by the borough to purchase agricultural parcels shall include, among other things, a prohibition against subdivision or the transfer of ownership without the specific consent of the borough during the duration of the loan term.

9.2 Subdivision of a farm unit previously conveyed by the borough with only agricultural rights for creation of a five (5) acre home site.

A. Parcels sold in a borough agricultural land sale are to be considered a single farm unit as delineated in the sale brochure and accompanying documents.

- B. Subdivision is allowed for a home site if the assembly grants a release from the terms of the sale and shall be for an amount of land sufficient for a farm residence and/or farm related facilities, with a maximum of no more than five (5) contiguous acres, provided that the land is situated and conforms to all planning, platting, subdivision, and other regulations of the borough.
- C. If assembly approval is provided for subdivision, all subdivided home sites shall include a restriction such that any subsequent sale shall require the home site and parcel from which it was created to be sold jointly in order to avoid an agricultural rights only property from having no home site. This provision shall be implemented through the use of covenants and deed restrictions for the home site and remainder parcel.
- D. If assembly approval for subdivision is obtained, the manager shall have the authority to approve applications for the subdivision of agricultural property be submitted to the platting authority and the recording thereof.
- E. The land for the subdivided home site(s) shall then be sold and granted to the purchaser as fee simple for an amount determined by an estimated fair market value appraisal of the fee simple estate (land only) minus the estimated fair market value of the agricultural rights (land only) indicated by the fee appraisal.
- F. Upon subdivision of the farm unit, designated real property improvement areas will remain in the location and size most recently authorized by the borough manager unless amended as provided under the terms and conditions of the agricultural sale program.

9.3 Subdivision of a farm unit previously conveyed by the borough with agricultural covenants, conditions and restrictions.

- A. Parcels sold in a borough agricultural land sale are considered a single farm unit as delineated in the sale brochure and related documents and shall not be subdivided for a period of ten years from the date the sale documents are recorded.
- B. After ten years, the farm unit may be subdivided provided no parcel so subdivided is less than 40 acres in size and no more than four parcels are to be created from the original farm unit boundary. Any such subdivision must meet the subdivision code and regulations of the Matanuska-Susitna Borough Platting Division.

C. Upon subdivision of the farm unit, designated real property improvement areas will remain in the location and size most recently authorized by the borough manager unless amended as provided under the terms and conditions of the farm sale program.

9.4 Property classified agricultural land and sold prior to [INSERT DATE OF ASSEMBLY ADOPTION], shall adhere to the subdivision policies by the instrument that conveyed title, the contractual covenants, conditions, and restrictions, governing legislation and the land sale brochure for the parcel.

[9.1]10.1 Enforcement of Agricultural Use and Program Requirements.

- A. The requirements of agricultural use and the terms and conditions of the agricultural land sale programs will be enforced by the instrument that conveys title, [THE USE] of contractual covenants, conditions, and restrictions, [or] by adoption of an agricultural land use district for the area prior to the sale, or any combination of [THE TWO] methods deemed appropriate for the particular program.
- B. The requirements of any financing offered by the borough to purchase the agricultural parcels will be enforced based on the terms and conditions of the deed of trust and secured note [SECURED].
- C. In the event the parcel is located within the boundary of an agricultural land use district, or such other zoning which may exist, all development, including construction of real property improvements, [WILL] shall conform to the [ADOPTED] regulations applicable to [FOR] the district or zone within which it is located.

ADOPTED by the Matanuska-Susitna Borough Agricultural
Advisory Board this 15th day of May, 2019.



Norman Rex Harris, Chairman

ATTEST:



Jill Irsik,
Department Administrative Specialist

MAY 30 2019

CLERKS OFFICE

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

Approved Mike Shields
Attested R. M. [Signature]
Date May 28, 2019

April 11, 2019, at the MSB O&M Building

Meeting Called to Order at 6:07 pm

In Attendance:

- Mike Shields, Supervisor
- Lucy Klebesadle, Supervisor
- Roy Nuttal, Supervisor
- Will Barickman, MSB Superintendent

Visitors

- Jim Stocker
- Beverly Stocker

Roll Call: A quorum of 3 RSA 26 Supervisors present.

Approval of Agenda: Approved as presented

Approval of Minutes from January 10, 2019, regular meeting; approved as written.

Borough Staff Reports

Road Superintendent's Report on:

Maintenance contracts performance: Has started brushing on Knik River roads, Republican, and Windsong subdivision; will start sweeping next week.

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

Optional Maintenance: Handed out. Recompacted surface on Walling, plus removing snow dumps in ROWs from private driveways.

CIP Projects status: Bergman et.al. still on track for 2019; utility relocates to start right after breakup, reconstruction and paving to follow. Extent of paving on this and other roads still at risk from Governor's budget cuts.

Unfinished Business

Status of Cabbage Patch streetlights: Awaiting MEA installation, new poles to be outside of DOT ROW to avoid additional engineering cost.

Schedule for Bergman et.al.: See CIP Projects status above.

Confirmation of drive-around date: May 28 still works for everyone.

New Business

Status of proposed Ordinance 19-034: On hold until June 19 Assembly meeting.

Resident's complaint regarding Republican Way: Jim Stocker explained his problems with voluminous dust that seems to hang over the road, and asked if Republican was on "the list" for surface treatment and/or upgrade. Discussion followed, noting that Republican is #19 on our CIP List (#13 on the unfunded portion), and covering road maintenance and CIP funding limits, our CIP priority-setting process, the long-term value of RAP or paving over repetitive calcium treatments, and surface compaction with grading. It was agreed that we would continue compaction when grading, combined with watering when needed.

Adjourned: Meeting adjourned at 7:20 pm. Next regular scheduled meeting is July 11, 2019.

The regular meeting of the Matanuska-Susitna Borough Platting Board was held on April 18, 2019, at the Animal Shelter Building Meeting Room, 9470 E. Chanlyut Circle, Palmer, Alaska. The Meeting was called to order at 1:00 p.m. by the Chair Jordan Rausa.

RECEIVED

MAY 30 2019

CLERKS OFFICE

1. CALL TO ORDER

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

Platting Board members present and establishing a quorum:

- Mr. Pio Cottini, District #1
- Mr. LaMarr Anderson, District #2
- Mr. Gregory Pugh, District #3 (Vice Chair)
- Mr. Jordan Rausa, District #4 (Chair)
- Mr. Dennis Vau Dell, District #5
- Mr. 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. Sloan Von Gunten, Platting Administrative Specialist
- Ms. Peggy Horton, Platting Technician
- Ms. Cheryl Scott, Platting Technician
- Ms. Amy Otto-Buchanan, Platting Technician

B. THE PLEDGE OF ALLEGIANCE

- The pledge of allegiance was led by Mr. George Thompson.

C. APPROVAL OF THE AGENDA

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

GENERAL CONSENT: The agenda was approved without objection.

2. APPROVAL OF MINUTES

- None

3. UNFINISHED BUSINESS

- None

4. PUBLIC HEARINGS

A. GLACIER VIEW ESTATES

Chair Jordan Rausa read the case description into the record.

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

- Stated that 55 public hearing notices were mailed out on March 27, 2019.

Cheryl Scott, Platting Technician, provided a staff report:

- Gave an overview of the case, #2019-025.
- Would like to add another finding.

Chair Jordan Rausa

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

Joanne Rehn

- Concerned on how many wells is being drilled.
- Concerned on how to get to the well house site.

David Shook

- Concerned on the elevation of the property.
- Asked if there was any mapping for tsunami & earthquake.
- Asked about the distance of the easement by the hay flats.
- Concerned about the residential road updates leading into the new development.

Beth Miller

- Concerned on the increased percentage of traffic increase on the roadways.
- Believes the current cul-de-sac should stay.
- Concerned on future development on the roadways.
- Does not want construction in front of her property.

Carol Halsey

- Asked about the end of Twin Peaks Road & the property clearing that is being done.
- Concerned about roadways and traffic for emergency service.
- Would like to see another access point.

Craig Hanson (Petitioner's Representative)

- Gave a brief explanation of the case and answered questions.
- Answered questions regarding alternative access.

Chair Jordan Rausa

- Closed the public hearing.

MOTION:

- Johnson moved to approve the preliminary plat for Glacier View Estates, with 14 recommendations. Modify recommendation #8 and Add Finding #14. The motion was seconded by Pugh.

RECOMMENDATIONS:

- Modify #8: Provide proof that Emergency Service has access through the gate to the private roads; access by Knox box is preferred.

FINDINGS:

- Add #14: Judy Patrick, the homeowner on Santana Drive, is concerned about the proximity of the subdivision to the wetlands and the size of the lots.

DISCUSSION:

- Discussion on the subdivision road access and the development of the property.

**Vau Dell called the question on the discussion. (This was not seconded by the board)
Vote for the question passed with all in favor.**

VOTE:

- The motion passed with all in favor. There are 14 findings.

TIME: 2:19 P.M.

CD: 01:14:42

B. RUSH LAKE SHORES

Chair Jordan Rausa read the case description into the record.

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

- Stated that 11 public hearing notices were mailed out on March 27, 2019.

Peggy Horton, Platting Technician, provided a staff report:

- Gave an overview of the case, #2019-030.

Chair Jordan Rausa

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

TIME: 2:29 P.M.

CD: 01:24:01

BREAK

TIME: 2:34 P.M.

CD: 01:24:09

Harry Kieling

- Concerned about the airplane water takeoff over the area of lot 5 & 6.

John O'Connor (Representative)

- Agrees with the idea of a corridor over the area of lot 5 & 6.
- Will work with platting staff on the best way to write up the corridor area.

Chair Jordan Rausa

- Closed the public hearing.

MOTION:

- Pugh moved to approve the preliminary plat for Rush Lake Shores, with 8 recommendations. Add finding #8. The motion was seconded by Vau Dell.

DISCUSSION:

- Discussion on the plane corridor.

FINDINGS:

- Add #8: Mr. Keiling suggested a building setback of some type within the area of the west side of Brush Lake, and the petitioner agrees for flight safety.

VOTE:

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

TIME: 3:02 P.M.

CD: 01:51:06

C. SPORTSMAN'S PARADISE PUE

Chair Jordan Rausa read the case description into the record.

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

- Stated that 147 public hearing notices were mailed out on March 14, 2019 from the April 4, 2019 continued platting board hearing.

Peggy Horton, Platting Technician, provided a staff report:

- Gave an overview of the case, #2019-028.

Chair Jordan Rausa

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

Mark Aimonetti (Petitioner's Representative)

- Gave an overview of the case.

Kenneth Eglston (Chairman of Caswell FSA)

- Commented on the Fire Code.
- Concerned on access.
- Would like to see multiple access for the PUE's

King Elliott

- Has a private owned trail to get to his property.
- Hopes to see that these lots stay large and undeveloped.

DJ McBride (RSA)

- Concerned about the road width, the slope use, and drainage.
- Concerned on the development of the roads once they start the roads on the PUE's.
- Concerned on the one access on the PUE's.

Mark Aimonetti (Petitioner's Representative) and Jim Ward (Petitioner)

- Gave a brief explanation of the cul-de-sac on the roadway.
- Will not be doing any development at this time.

Chair Jordan Rausa

- Closed the public hearing.

MOTION:

- Cottini moved to approve the Sportsman's Paradise Public Use Easements, with 6 recommendations. The motion was seconded by Thompson.

DISCUSSION:

- Johnson turned in an additions finding.
- Discussion from staff on adding recommendation #7:
- Discussed and talked about the road profiles and design.
- Talked about existing grades.

RECOMMENDATION:

- Add #7: Extend the Public Use Easement to the eastern boundary of tax parcel B2 in Section 29.
- Add #8: Provide additional cross sections in area where the existing grades exceed 10%

FINDINGS:

- Add #9: Public access will be addressed when a preliminary plat is submitted for a subdivision.

Pugh called the question on the discussion, seconded by Vau Dell.

Vote for the question passed with 5 in favor and 2 against.

AMENDED MOTION:

- Cottini moved to add recommendation #7 & #8 and Finding #9 to the main motion. The motion was seconded by Thompson.

VOTE on AMENDMENT:

- The amended motion passed with all in favor.

VOTE on MAIN MOTION:

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

TIME: 4:37 P.M.

CD: 03:21:44

BREAK

TIME: 4:48 P.M.

CD: 03:21:52

D. WILDERNESS EAST #1 40' UE

Chair Jordan Rausa read the case description into the record.

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

- Stated that 115 public hearing notices were mailed out on March 27, 2019.

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

- Gave an overview of the case, #2019-031.

Chair Jordan Rausa

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

Douglas Rudd (Petitioner)

- Agrees with the recommendations.

Chair Jordan Rausa

- Closed the public hearing.

MOTION:

- Johnson moved to approve the elimination of the 40' wide Utility Easement for Lot 6A, Block 1, Wilderness East #1. The motion was seconded by Pugh.

VOTE:

- The motion passed with all in favor. There are 7 findings.

TIME: 4:56 P.M.

CD: 03:28:55

E. RESOLUTION 19-38

Chair Jordan Rausa read the case description into the record, that was continued from the April 4, 2019 Platting Board Hearing.

Dennis VauDell has withdrawn his original motion.

TIME: 4:58 P.M.

CD: 03:30:50

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

5. ITEMS OF BUSINESS & MISCELLANEOUS

A. Introduction to Title 43 White Board List

Fred Wagner gave an introduction overview of the Title 43 White Board List

- Will be prioritizing the lists.

6. RECONSIDERATIONS/APPEALS

7. PLATTING STAFF & OFFICER COMMENTS

- There are 5 cases to be heard at the May 2, 2019 meeting.
- Went over the finding/condition paperwork.
- Updated the platting board on the construction manual rewrite.

8. BOARD COMMENTS

- Vau Dell would like a presentation by staff on MSB 43.20.060(D).

9. ADJOURNMENT

- With no further business to come before the Platting Board, Chair Jordan Rausa adjourned the meeting at 5:14 p.m. (CD: 3:46:53)

Jordan Rausa

Jordan Rausa, Chairman

Attest:

Sloan Von Gunten

Sloan Von Gunten, Administrative Specialist

RECEIVED

MAY 28 2019

CLERKS OFFICE
REGULAR MEETING
March 18, 2019

**MATANUSKA-SUSITNA BOROUGH
PORT COMMISSION**

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

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

Commission members present and establishing a quorum were:

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

Commission members not present: Mr. Mike Janecek

Staff in attendance were:

Mr. James Wilson, Internal Auditor and Ms. Therese Dolan, Port Operations Manager

Assembly members in attendance were:

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

2. APPROVAL OF AGENDA

The agenda was approved with the addition of Marketing Contract with Sean Parnell under paragraph 4. Agency and Staff Reports.

3. APPROVAL OF MINUTES

The minutes from the Port Commission meeting held on January 21, 2019 were approved as written.

4. AGENCY AND STAFF REPORTS

A. Mr. James Wilson, Internal Auditor

1) AGDC/AKLNG/ASAP

- Currently in data collection phase of the EIS process
- Draft EIS is scheduled to be completed June of this year and the final should be done by June of 2020
- Alaska Stand Alone Pipeline (ASAP) is another option that the state may consider.
- ASAP is a 36" line from the North Slope, enters the MATSU Borough and ends at Ayrshire Road, approximately 14 miles from the port.
- Could be enlarged to a 42" pipe
- Discussion followed

2) Alberta to Alaska Railway Corp. (A2A)

- We are continuing to negotiate the details of the contract.
- Discussion does include the need to bring gas from the Beluga line down to the port.

- Questions and discussion followed Mr. Wilson’s report.
- 3) Central Alaska Energy
 - Is in non-compliance
 - Has always paid rent but has not made construction milestones
 - It looks like we will terminate that lease unless something changes
 - 4) Business Development and Marketing Contract with Sean Parnell
 - Borough Manager has authority to approve contracts up to \$100K without Assembly approval
 - This contract was funded from the Manager’s administrative budget not the Port’s budget.
 - The Port was only one of several areas he worked on.
 - Some of the work he did included promoting investment opportunities at the Port with native corporations, AKLNG, strategy for managing the Port and bringing potential customers into the port.
 - Lengthy discussion followed.
- B. Ms. Therese Dolan, Port Operations Manager
- 1) Maintenance
 - Deep-draft Catwalk was completed a week ahead of schedule and is being inspected today so that the project can be closed out.
 - 2) FY20 Budget Review
 - An additional \$90K was trimmed from the budget that was proposed last month
 - With the announcement of the Governor’s proposed budget cuts we are having to take a much harder look across the borough.
 - If necessary, the Manager may cut some or all of the \$200K currently in the operating budget under the other contractual line.
 - Reviewed documents that outline the cost and funding sources for building the Port.
 - Question and answers followed the budget review.
 - 3) Administrative
 - Please sign the mileage reimbursement forms in your packets.
 - I will email an electronic version of the forms to you and you can submit your own in the future

5. PERSONS TO BE HEARD

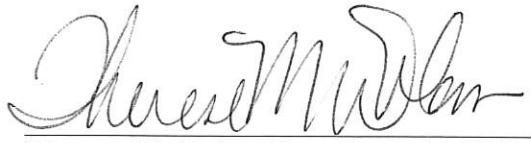
A. Mr. Eugene Haberman was not happy with the following: Mr. Moosey was not present to answer questions, a document in the packet was not posted online, audience introduction is no longer on the agenda, NPI was discussed without being on the agenda, and use of the words “reasonably accurate” were used at the last meeting.

6. NEW BUSINESS - None

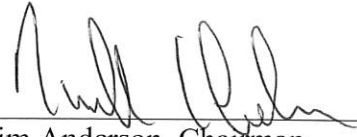
7. ADMINISTRATION AND COMMISSION MEMBER COMMENTS

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

8. ADJOURNMENT – The meeting adjourned at 5:12 p.m.



Therese M. Dolan, Port Operations Manager



Tim Anderson, Chairman

Minutes Approved 5/20/19

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MAY 24 2019

CLERKS OFFICE
Matanuska-Susitna Borough

MAY 24 2019

Received

**South Knik River Community Council
Regular Meeting Minutes, Thursday 18 Apr 2019**

Location: SKRCC Building
17958 E Knik River Rd
Palmer, AK 99645

1. Quorum met with 5 board members and 22 others present, of whom at least 5 were residents.
2. Lori Hobbs, SKRCC Vice President, called the meeting to order at 7:02 pm. Those present recited the Pledge of Allegiance.
3. Agenda approved with additions for bike event announcement, AKDOT, and flyer from USPS.
4. 21 Mar 2019 meeting minutes were approved.
5. Reports/Guests:

a. Rod Cummings, AKDOT lead on the Knik River Rd project, gave an update on work being done this year, including guard rail replacement, some asphalt repair, resetting the pipe at Mile 8 for fish passage, and re-doing culvert at Dock's Creek. All street signs will be swapped out as well.

b. Assembly Report: Jim Sykes provided the state forestry burn suspensions and the new MSB air quality ordinance. He also spoke in more detail not the budget, a proposed 1 or 2 mil property tax increase and asked everyone to provide him input. Budget work needs to be turned in by 31 May 2019. Jim briefed the latest from the Fish Board, then addressed manning implications regarding law enforcement discussions. Capt April is losing 8 troopers and there are only 6 recruits. Over 90% of calls AST receives are mental health related.

c. Secretary/Treasurer Report: Lori Hobbs provided the credit union balances. All minutes have been turned in to MSB and SKRCC is current on filing.

d. MSBCCPS: Patrice Lecso, SKRCC rep stated that Talkeetna CC purchased watch kits for captains and another community council bought a vehicle for patrolling.

6. Unfinished Business

- a. Emergency Response Plan Tabled
- b. Bylaws review, Tabled

c. B Original Signs updated the numbers for our signs. New numbers will be adhered this summer when the weather is warmer.

d. FY18 and 19 CAP funds requests are in work.

7. New Business:

a. Board nominations:

Current board has been re-elected repeatedly while new facility project was in work. Now that it is in place, even though more work on it needs to be done, the community needs to infuse new blood into the board. Spread the knowledge among residents. Anne agreed to stay on another year, but would like to train someone to take over her position. Lori agreed to stay on one more year with the caveat that she will be gone next year. Paul Houser, Bob Hicks and Loren Karro would like to be replaced.

Nominations:

Paul Houser, President
Lori Hobbs, Vice President
Anne Houseal, Secretary/Treasurer

At large directors:

Joe Plummer
Dennis Sayer
Diane Philips
Dick Roberts

b. Lori is requesting a new insurance quote for the building. Currently we only have liability insurance.

c. Volunteers will be needed throughout the summer to work on various projects.

8. Announcements:

a. Lars Larson, Knik River Lodge provided an update on the summer offerings, open 7 am to 9 pm with hot lunches Friday-Sunday, and dinners 7 days a week. Locals in the community can still purchase a burger and brew for \$15. Alpha Air out of Anchorage is conducting the helicopter tours, leasing the helipads from KRL.

b. Cody Johnson announced that Anchorage is holding a bike event out on our road on 11 May, but no details were available. On 18 May, the Spring Classic Bike Ride (not race) will be held, and part of the ride is down and back on Knik River Rd. Cody will inform event organizers of road construction.

9. Ideas for crime prevention not addressed at the meeting.

10. Meeting adjourned at 8:32.

Approved.




Bob Hicks
SKRCC, Director

Date

10/5/19

Attest.



Anne Houseal
SKRCC Secretary/Treasurer

Date

10 May 19