

Caswell Fire Service Area Board of Supervisors Minutes
April 12, 2017

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JUN 16 2017

CLERKS OFFICE

The regular meeting of the Caswell Fire Service Area Board of Supervisors was called to order at 6:40 pm, Caswell Station 13-1, Willow, Alaska.

Board of Supervisors in attendance: Chairperson, Cheryl Newsome and Board Member Larry Cline. Board Member Ken Eggleston was not present. Roll was called, a quorum was present, due notice had been published.

Also present: Ken Barkley, Department of Emergency Services; Rich Boothby, Central Fire Department; Mahlon Greene, Chief Caswell Fire Department; Garret Davidson, Tiffany Davidson, Greg Bietsch, Jerry Laubhan, Caswell Fire Department; Dean Hill, Grace Hill, Tom Heinrichs, Ben Heinrichs, Phil Johnson, residents; Russ Spargo, Norm McDonald, Department of Forestry; Linda Cline, Board Secretary.

APPROVAL OF AGENDA

MOTION: Larry Cline moved to approve the agenda. Chairperson, Newsome seconded the motion.

MINUTES OF PRECEEDING MEETING

Minutes of the January 9, 2017 meeting were reviewed.

MOTION: Larry Cline moved to accept the minutes. Chairperson, Newsome seconded the motion.

PERSONS TO BE HEARD

None

UNFINISHED BUSINESS

Introduction of new Fire Chief, Rich Boothby.

Mahlon Greene introduced Rich Boothby, the newly selected Fire Chief to be shared by Caswell and Willow Fire Departments. Mr. Boothby has been selected to replace Chief, Mahlon Greene who will retire at the end of April, 2017. Rich Boothby will officially report for duty on Monday, April 17, 2017. Mahlon stated he will be acting as transitional consultant to the Chief's position until his final day of work on April 28, 2017. Mr. Boothby has been with Central Fire Department in Wasilla for nearly 30 years where he served as Central Fire Department's Code Official performing plan reviews,

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Hotline to learn of any burn suspensions prior to starting to burn; and encouraged dissemination of this information to neighbors. He stated General Burn Permits are now required for burn barrels.

Russ Spargo will try to have a person attend the upcoming Caswell Neighborhood Watch Clean-up/Barbeque on June 3rd to present this information to additional residents.

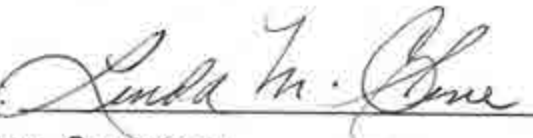
BOARD COMMENTS

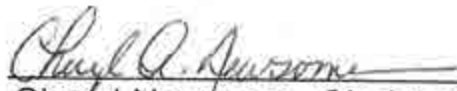
Next Board of Supervisors Meeting will be Wednesday, May 10, 2017 at 6:30pm, Caswell Fire Station, 19631 E. Deep Woods Way, Hidden Hills, Willow, Alaska.

ADJOURNMENT

Meeting adjourned at 8:05 pm.

ATTEST.


Linda Cline, Secretary


Cheryl Newsome, Chairperson

CENTRAL MAT-SU FSA BOARD OF SUPERVISORS MEETING

Central Mat-Su Public Safety Building
101 West Swanson Avenue
Wasilla, Alaska 99654

April 10, 2017

RECEIVED

JUN 16 2017

CLERKS OFFICE

MEETING MINUTES

I. CALL TO ORDER

The meeting of the Central Mat-Su Fire Service Area Board of Supervisors was called to order at 7:04 p.m. at the Central Mat-Su Public Safety Building (CMSPSB) at 101 West Swanson Avenue, Wasilla, Alaska, by Chairman, Ken Slauson on Monday, April 10, 2017.

II. ROLL CALL & DETERMINATION OF QUORUM

Board members in attendance establishing a quorum were Ken Slauson, Chairman, David Eller, Vice Chairman, Brian Davis, Dan Tucker and Jim Jameson. Also present were James Steele, Chief, Central Mat-Su Fire Department (CMSFD), Tina Kennerson, Secretary, CMSFD, Richard Boothby, Fire Code Official, CMSFD.

III. PLEDGE OF ALLEGIANCE

Mr. Slauson lead "The Pledge of Allegiance."

IV. APPROVAL OF AGENDA

Mr. Slauson suggested adjusting some of the agenda items as noted: Move Item A – Board Officer Election to Item D, move Item B – Assembly Budget Hearing Meeting Schedule to Item A, move Item C – Update on DES Administration Support for Central's (2) New F/T Positions to Item B and move Item D – Board Position on HB156 to Item C.

MOTION: Mr. Tucker moved, Mr. Jameson seconded, to approve the April 10, 2017 Meeting Agenda as amended.

VOTE: Voting on the motion, it passed unanimously.

CENTRAL MAT-SU FSA BOARD OF SUPERVISORS MEETING

V. APPROVAL OF PRECEDING MEETING MINUTES

MOTION: Mr. Eller moved, Mr. Jameson seconded, to approve the March 13, 2017 Central & West Lakes Joint Meeting Minutes as written.

VOTE: Voting on the motion, it passed unanimously.

VI. BOARD REPORTS / CORRESPONDENCE

Mr. Slauson mentioned some correspondence he forwarded to the board members from Jim Colver and Berkley Tilton. He mentioned some contact he had with Department of Transportation (DOT). He also mentioned some Platting actions that he received, saying that none were of significant concern to the FSA's.

VII. UNFINISHED BUSINESS

A – Revenue Projection & Mill Rate

Mr. Slauson inquired about the revenue projections received by Cheyenne Heindel, Borough Finance Director,

Chief Steele said that his projected revenue was \$80K more than what Director Heindel projected. He said that FY17 was projected at 9.286 and revenues received to date are at 9.58, which is higher than what was projected.

VIII. AGENDA TRACKING REPORT

Station 62 Training Tower Facility

Chief Steele said there have been three proprietary meetings, with three contractors. He said they have provided partial presentations and provided station drawings/diagrams. He said that the contractors have questions regarding the driveway and said that all of them have been in contact with DOT regarding the distance from the intersection. He also mentioned another concern the contractors have is the elevation of the driveway from the bay doors to the road and said it needs to be no more than 2% or less grade. He said he'd like to get the driveway built before the Knik-Goose Bay Road construction.

Chief Steele said the next presentation meetings are scheduled for May 6th, which will still be on schedule for making the Assembly meeting in early June to award the contract.

Mr. Slauson requested once the bid is out, the board be provided with a cost breakout.

Chief Steele said he's expecting the bids to come in around \$250K - \$500K of each other.

CENTRAL MAT-SU FSA BOARD OF SUPERVISORS MEETING

Chief Steele mentioned the Knik-Goose Bay Road project, Phase I & Phase II and said he received an E-mail from Capital Projects looking for comment to submit to DOT. He said he's made a list of items for discussion with one item pertaining to where Phase I actually stops. He said initial information he remembers shows it stopping at Vine Road, but current documents show it stopping at Commadore Lane.

Mr. Slauson said that Phase I scope of work may have been changed by DOT to include the Vine Road intersection due to the insight of Federal project fund shortages and wanted to include this portion into the project beforehand.

Live Fire Burn

Chief Steele mentioned a live fire burn that will be taking place on Saturday, April 15th and Saturday, April 22nd on Carefree Drive. He said Chugiak Fire Department, as well as other FSA's have been invited to participate.

Building Support Worker

Chief Steele said that the Building Support Worker position has been filled by Wade Long. He said there were five applicants that applied, four were interviewed. He said Mr. Long will begin on Monday, April 17th.

Mr. Slauson asked Chief Steele if Mr. Long will be able to respond on calls.

Chief Steele said according to Human Resources, he won't be able to respond due to how the language is written in the job description, but said he is discussion regarding the matter with Otto Feather, Acting Director, Department of Emergency Services (DES).

Central Training

- 17 – Engineer Class (15 – Central / 2 – West Lakes)
- 18 – Methods of Instruction II (1 – West Lakes / 1 – Chugiak / 16 – Central)

Fire Code

- 17 – Building Inspections
- 3 – Fire Plan Reviews
- 19 – New Fire Plan Review Intakes

CENTRAL MAT-SU FSA BOARD OF SUPERVISORS MEETING

Central Calls

- 113 – Total Calls Received in March
 - 9 – Fire Related
 - 4 – Building Fires
 - 4 – Vehicle Fires
 - 1 – Chimney Fire
 - 42 – Rescue/EMS

IX. NEW BUSINESS

A – Assembly Budget Hearing Meeting Schedule

Mr. Slauson mentioned a regular scheduled Assembly Meeting on April 18th and didn't believe there were any items on the agenda that concerned FSA's. He said the scheduled public budget hearings will be on Monday, April 24th, Tuesday, April 25th and Thursday, April 27th at 6:00 PM, followed by a regular meeting on Tuesday May 2nd and contingency meetings on May 3rd May 10th and May 11th, if necessary. May 16th is the Assembly's regular scheduled meeting.

Mr. Eller asked about the Assembly agenda and if the board needs to be present.

Mr. Slauson encouraged the board to be present if possible.

B – Update on DES Administration Support for Central's (2) New F/T Positions

Mr. Slauson asked if the two new F/T positions and support by DES.

Chief Steele said that both Acting Director Feather and Deputy Director Barkley are in full support of the two new fire positions. He said that both have been in discussion with John Moosey, Borough Manager, advocating for these positions as well as other positions within DES.

Chief Steele said questions had risen from a couple of the Assembly members as to how the fire positions will be funded, which he said are fully FSA funded and shouldn't be an issue with the Assembly.

C – Board Position on HB156

Mr. Slauson said that the main change regarding HB156 is to allow a legislative body with taxing authority to negotiate an alternative method for taxing property instead of only the pro-rated method currently in place. He said the old legislation had a maximum time allowance of 5-years and said it was restrictive in language. He said he testified at a public hearing expressing his concerns regarding the tax break. He mentioned how this bill at the state or local level, could impacts public safety.

CENTRAL MAT-SU FSA BOARD OF SUPERVISORS MEETING

Mr. Tucker said his biggest objection is the open-endedness of HB156 and explained further. Mr. Slauson said we should encourage the legislature to relax the term to longer than 5-years to give the local Assembly jurisdiction and leeway.

Mr. Eller asked what is actually the target bill behind HB156.

Mr. Slauson mentioned that he heard the possibility of a gas line development in Juneau.

Mr. Jameson feels it should be a shorter amount of time to avoid any negative government involvement.

Mr. Slauson said the term length is up to the local government jurisdiction.

Chief Steele said he'd like to see the local government have jurisdiction making the decision versus at the state level.

Mr. Slauson mentioned Fire Code regarding commercial buildings and tax breaks.

Mr. Tucker agreed with Mr. Slauson and explained further.

Mr. Slauson asked the board if they wanted to take a position on HB156.

Mr. Tucker feels that it would be difficult due to logical and illogical evidence for and against HB156.

Chief Steele said his interpretation of HB156 is that it applies to all taxes, including service area taxes, which he is opposed to. He said the broader property tax is an Assembly issue, service area is a board issue.

Mr. Tucker agreed with Chief Steele's previous statement.

Mr. Slauson mentioned other types of tax breaks that the Assembly could approve.

Mr. Tucker isn't sure that the board carries much weight in this matter.

Mr. Eller agreed with Mr. Tucker and said he doesn't see the Assembly approving something like this at this time.

MOTION: Mr. Tucker moved, Mr. Jameson seconded to write a letter to the state legislature expressing the board's position to modified the language to explicitly exclude service areas revenues as described in HB156.

VOTE: Voting on the motion, it passed unanimously.

CENTRAL MAT-SU FSA BOARD OF SUPERVISORS MEETING

D – Board Officer Election.

Mr. Slauson opened board nominations for Chairman positions.

Mr. Tucker nominated Mr. Eller as Chairman. There were no other nominations for this position.

Mr. Eller accepted the board Chairman position.

Mr. Slauson opened nominations for Vice Chairman position.

Mr. Tucker nominated Mr. Slauson as Vice Chairman. There were no other nominations for this position.

Mr. Slauson accepted the board Vice Chairman position.

X. OTHER BUSINESS

A – Caswell/Willow FSA Chief Position

Chief Steele said that Mr. Boothby will officially be the Caswell/Willow FSA chief on April 17th.

Mr. Slauson asked if Willow is still referred to as District 5. Mr. Boothby confirmed that it is.

Mr. Tucker congratulated Mr. Boothby on his new position.

Mr. Boothby said it has been a long process with a lot of thought. He said an opportunity came up for the position and he said he loves the community there and being able to be a part of it. He said he's excited to start his new position and said that Chief Greene did an outstanding job as fire chief.

Mr. Boothby said he's been doing Fire Code for 11-years, but said change is good.

Mr. Tucker said there will be a lot more community interface and said recruiting is needed in the Caswell/Willow areas.

Mr. Eller said that both Chief Greene and Mr. Boothby have a great deal of community ties.

Chief Steele said that Central is looking at having outlying responders being part of the Central duty crew so they can get the same experience as Central responders.

Mr. Tucker feels that Mr. Boothby's Fire Code and the public interface experience will be a huge asset to the Caswell/Willow communities.

CENTRAL MAT-SU FSA BOARD OF SUPERVISORS MEETING

Mr. Slauson talked about the responders that have been trained by Central and have moved on to other services or other full-time positions. He feels that Mr. Boothby moving to the new fire chief position is only logical.

Mr. Jameson congratulated Mr. Boothby on his new position. He mentioned the merge of Lakes/Wasilla FSA's, the training experiences and said the Borough is better because of it.

Mr. Boothby thanked the board for their kind words and said we need to provide more opportunities for others to move up.

XI. AUDIENCE PARTICIPATION & BOARD COMMENTS

Mr. Davis said he received a letter from someone interested in a Central patch.

Chief Steele said there are 73 BFF applicants and said they are setting appointments for 35 to take the Physical Ability Test (PAT).

Mr. Slauson asked when the Fire Code position will be filled.

Chef Steele said around July.

Mr. Slauson said he's been the board chairman since '86' or '87'. He said it's been an honor and a pleasure being chairman of the board.

Mr. Slauson mentioned that his board term ends December 2018 and would like to find someone in his area to take his position on the board.

Mr. Slauson mentioned showing up on fire scenes over the years and briefly told a few incidents that he was involved with.

XII. ADJOURNMENT

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

VOTE: Voting on the motion, it passed unanimously.

The meeting adjourned at approximately 8:32 p.m.

The next scheduled meeting is on Monday, May 8, 2017 at 7:00 p.m. at Station 61 – 101. W. Swanson Avenue, Wasilla, AK.

CENTRAL MAT-SU FSA BOARD OF SUPERVISORS MEETING



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

ATTEST:



LUJEAN FETCHENHIER, Secretary, West Lakes FSA B.O.S.

Minutes approved on: 6/12/17

MATANUSKA-SUSITNA BOROUGH
Enhanced 911 ADVISORY BOARD MINUTES

April 11, 2017

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

Advisory Board members in attendance establishing a quorum were:

Lance Ketterling, Palmer Police;	Joel Butcher, Wasilla Police;
Mark Baker, MSB IT;	Casey Cook, MSB DES; and
Tom Dunn, AST.	

Also in attendance were: Dan Monarch, MSB-IT; Dee Williams and Sonja Nelson MTA; and John Rockwell, DPS.

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

APPROVAL OF AGENDA:

GENERAL CONSENT: The agenda was approved as presented.

APPROVAL OF MINUTES

GENERAL CONSENT: There was no objection to the approval of the February 14, 2017 minutes as presented.

PERSONS TO BE HEARD

REPORTS

Dispatch Transition (E-911 Consultant)

Mr. Monarch stated that:

- We are past our Initial Operating Capability (IOC) date of April 1st, so we are in the overlap period with two dispatch functions in place.
- Microdata is configured to work for both the primary and secondary PSAPs in the event calls were to roll to the secondary. The equipment and licensing of the Microdata system will be transferred from the borough to the City of Wasilla.
- Mat-Com has been working on the Tiburon system and it is in a work-a-round mode at this time. There is more work to be done and the finishing touches are to be done on July 11th.
- Caliber/Interact will move from the borough to the City of Wasilla prior to Full Operational Capability (FOC) on July 1st.
- The City of Wasilla is currently using ALMR network and some of that network and connections will be changed.

- Mr. Cook and staff have done a great job getting the draft Standard Operating Procedures (SOP's) to Mat-Com to use for IOC.
- Mat-Com is training personnel and a couple of new workstations have been installed to support the acquisition of additional personnel.
- They are currently using the ESN file for response. Overtime response zones will be built for fire and EMS.
- Risks to note:
 - Overall coverage for dispatch at Palmer with the loss of personnel.
 - Secondary Dispatch – there is no finalized contract between Wasilla and Palmer.

Addressing Campaign

Mr. Cook stated that: His current addressing staff will be working on buying a sign making machine. They have touched based with Kenai Peninsula Borough and will be modeling what they do.

OLD BUSINESS

Call Location Inconsistencies

Mr. Butcher stated that: He has passed a few on to Mr. Baker over the last few weeks.

E-911 Surcharge – Legislative Amendments

Mr. Baker stated that: He reviewed the State's Legislative website and did not see it listed as a bill to be introduced.

Mr. Rockwell stated that: HB160 to modify the current surcharge has generated a lot of calls to him as Statewide 911 Coordinator. As such, he is trying to get a group of subject matter experts from dispatch centers around the state together to come to the table at the same time. There will be a facilitated discussion to look at the current 911 surcharge and statutes and hopefully have a more cohesive group suggesting changes to the statute. He believes HB160 will go nowhere this year because it doesn't have endorsements from other entities around the state. He has requested to put this workgroup together and hopes it will happen between now and September 30th.

Mass Notification Funding

Mr. Cook stated that: He has provided quotes for the top two vendors for your review – Alert Sense and Everbridge - and he briefly described the capabilities of each. He asked the board for approval to pay for up to \$25,000 in E-911 funds to the chosen vendor (to be decided later). Much discussion ensued regarding the software:

- The new dispatch contract with the City of Wasilla includes providing the Reverse 911 software system and service; however, there isn't a specified date by which they are obligated to provide it.
- The new dispatch contract only includes reference to providing Reverse 911, and not the other components of mass notification that the borough needs.

- The new dispatch contract proposal included a charge of \$300,000 for Reverse 911 only, whereas the other mass notification software system proposed by the borough is a broader scope, including the Reverse 911 component, for less than \$25,000 annually.
- In order for the borough to purchase the software and provide it for use to Mat-Com would require a contract modification considering the contract states the City of Wasilla would buy it.

A motion was made by Mr. Dunn from AST to allow the borough to purchase the software with E-911 funds, but a second was not heard due to the various issues surrounding the contract. It was agreed that further information was needed to clarify how this will impact the contract modification and the dispatch centers. Mr. Cook stated that he would organize a demo of each vendor's product for both dispatch centers to assist in choosing one product or the other.

NEW BUSINESS

Distribution of Funds between Agencies

Ms. Laughlin stated that: This agenda item was added at the request of Eric Wyatt for the purpose of discussion to determine if any changes need to be made to the current Spending Priorities Agreement that we are currently working under. Mr. Ketterling stated that he thinks this discussion is long overdue and would like to get moving with the process of reviewing this agreement as soon as possible. Ms. Laughlin stated that it will stay on the agenda and will be further discussed at the next E-911 Advisory Board meeting.

INFORMATIONAL ITEMS

FY17 Surcharge Revenue Chart

FY17 Surcharge Receipts

FY17 E-911 Budget Performance Report

FY17 Accounts Payable by G/L Distribution Report

Ms. Laughlin asked if there were any questions on any of the budget reports, none were heard.

911 Quarterly Dispatch Call Report

There was no report available.

Public Records Requests

Ms. Laughlin stated that: There have been a handful of requests since the last meeting and they were all straight forward types of record releases (domestic violence, vehicle accidents, underage drinking, etc.).

COMMENTS

NEXT MEETING DATE

Chairman Cook announced that the next meeting date would be June 13, 2017 at the Cottonwood Public Safety Building.

ADJOURNMENT



Casey Cook, Chairman

ATTEST:



Casey Laughlin, Secretary

JUL 18 2017

CLERKS OFFICE

RSA 26, Greater Butte**Minutes of Drive-Around Meeting conducted on May 16, 2017**

In Attendance: Mike Shields, Supervisor Will Barickman, MSB Superintendent
Roy Nuttal, Supervisor

Call to Order: Meeting started at 10:00 am at the Butte Public Safety Building, and included specific inspection of the following roads, listed in the order visited.

Quorum was met.

Approval of Minutes: Minutes of April 13, 2017, regular meeting approved as written.

Unfinished Business: Brief discussion of any roads besides Smith Extension that might be eligible for a MSB bond package; unanimous agreement that there were none that could meet the Collector or Sub-Collector status, but several high-cost Residential candidates should the criteria change to allow them.

Drive-Around:

Smith Extension: Severe longitudinal and lateral cracking, uneven surface deformations, in 10+/- year old pavement due to weak and plastic subgrade materials; needs reconstruction to include dig-out and replacement with adequate base material. SWAG cost estimate \$500,000 for 0.9+ mile.

Lazy Acres subdivision: Collapsing interior-curve surface on Idle Drive exit; propose widening and relevening under Optional Maintenance.

Witherspoon subdivision: Noted continuing poor subgrade problems, need for levelling patches to hold pavement together for a few more years.

Northbridge, Elk, Rock Ridge: Discussed work in progress on extension of Rock Ridge to provide better emergency and maintenance access/egress for entire subdivision; noted future problems due to 90° turn with no radius, road surface at ground level, and shallow ditches with no outflow.

Backacres: Road is at lowest spot on the ground beyond bridge, with poor subgrade material prone to saturation and severe pumping; discussed the apparent lack of planning for resident access while Bodenburg Creek bridge is being upgraded (up to Capital Projects to resolve).

Mothershead: Okay. Pavement holding up very well. New parking area should be completed this year.

Triple Crown subdivision: Upgrade nearly completed; need to regrade surface and reshape ditches prior to applying RAP surface.

Doc McKinley: Better condition than usual due to mild breakup, noted soft spots needing dig-out and improved base backfill, possible drainage improvement.

Cabbage Patch subdivision: Okay. Will finish paving this summer.

Nelson Farms development: Discussed obvious future problems with subdivision drainage.

Lois subdivision: Okay. Will re-oil surface this summer.

Lazenby & Juanita: Okay. Will re-oil surface this summer.

Bergman et.al.: Okay due to mild breakup. Still on schedule for upgrade in 2018.

Caudill & Sullivan: Noted surface pavement breakdown at inside of 90° curve intersection.

Walling: Okay, will re-oil RAP surface this summer. East end remains a plastic mess.

Lindsey: Discussed one-lane road off-center within narrow ROW, minimal to nonexistent ditches with buried utilities in them, no cul-de-sac at end; this is functionally a driveway serving 2 properties, but we maintain it.

Julie Marie: Discussed winter flooding/icing problems with resident, proposed solutions, possible options to reduce the very high cost for utilities relocates; MTA currently upgrading to fiber-optic here, still centered in ditchlines. Looks okay due to mild breakup, but remains a winter/spring safety problem for residents and school buses

Tempra/Birch Hill/Reich/Twin: Held up okay through mild breakup except for some very soft shoulders near Knik River Road junction. Very high silt content at surface on Tempra, Twin and Reich, coming from pumping of silt-rich subgrade; noted further extension of longitudinal shear cracking on Tempra. Birch Hill looks good except for cul-de-sac, where resident refused to allow upgrade work.

Ed Rush, Buckshot: Bone-rock surfaces somewhat rough but normal for this time of year; discussed possible benefit from a crusher run to clear out ditch rocks and improve surface.

Justin: Looks okay.

Republican and Our Road: Okay. Discussed history of saturable silt soils in this area.

Drive-around concluded at roughly 1:40 pm at the Butte Public Safety Building.

 Primary
Mike Shields

_____, 1st Alternate
Lucy Klebesadel


 2nd Alternate
Roy Nuttal

Greater Talkeetna Road Service Board of Supervisors
Minutes of Regular Meeting
May 11, 2017

A regular meeting of the Greater Talkeetna Road Service Area Board of Supervisors (RSA 29) was held at the Talkeetna Fire Hall on May 11, 2017. Board members John Strassenburgh and Billy FitzGerald were present.

- I. There was a quorum, and the meeting was called to order at 7:15 pm.
- II. Minutes of the April 13, 2017 meeting were approved.
- III. The Board discussed Mike Lachelt's report. Some grading is occurring and roads are in good shape. The PO's for calcium chloride application and crack sealing are being processed. Target date for calcium application downtown is June 1. Crack sealing to occur on Helena, F Street, and paved streets downtown. Yoder bridge repairs slated for June.
- IV. John reported on the April 20, 2017 Local Road Service Area Advisory Board (aka "Big Board") meeting. General discussion on HB-156 and the Big Board's position on that proposed legislation (see LRSAAB Resolution 17-01). Discussion also on proposed road bond request.
- V. The meeting was adjourned at 7:55 pm.

Respectfully submitted,


John Strassenburgh
RSA 29 Primary



LOCAL ROAD SERVICE AREA ADVISORY BOARD, MATANUSKA-SUSITNA BOROUGH

MEETING

Held 6:30 pm Thursday May 18, 2017 at West Lakes Fire Station #73

RECEIVED**JUN 19 2017****IN ATTENDANCE:****RSA #****RSA Members Present****BLANK OFFICE**

09-Midway	Dan Tucker P		
14-Fairview	Dan Elliott P		
15-Caswell Lakes	Larry Cline P tc		
16-South Colony			
17-Knik		Daniel Monarch tc	
19-Lazy Mountain			Ray Cordes
20-Willow	Thomas Phillips P		
21-Big Lake			
23-North Colony			
25-Bogard	Gary Hessmer P		
26-Greater Butte	Mike Shields P		
27-Meadow Lakes	Stephen Edwards P		
28-Gold Trails			
29-Talkeetna	John Strassenburgh P tc		
30-Trapper Creek			
31-Alpine			

tc = by teleconference P = Primary

RSAs not represented: South Colony (16), Big Lake (21), North Colony (23), Gold Trails (28), Trapper Creek (30), and Alpine (31).

MSB Staff: Public Works: James Jensen

Borough Staff (other than Public Works): None

Borough Mayor: None

Assembly Representatives: None

Visitors: None

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

ROLL CALL and QUORUM DETERMINATION: 10 of 16 RSAs represented. Quorum was met.

APPROVAL OF AGENDA: Approved as presented.

APPROVAL OF MINUTES: Minutes of April 20, 2017, approved as written.

TRAINING: None.

STAFF REPORTS:

A. O&M: Jim Jensen: Projects status report passed out. Jim reported that Tracy Link replaces Paula as Construction Inspector, and he has hired 2 inspection temps (one has left already); crack-sealing should be completed by the end of September; Alex has been very productive at getting CIP projects into design and out for bid; major roads are out for contract striping; Jim would like to enable an in-house crack-sealing capability to address the residential roads having a shorter life cycle than the major roads. Brief discussion followed regarding the ARR and DOT push for the Borough to take over crossing signals and stoplights, for which the RSA's are insufficiently funded.

BOARD MEMBER REPORTS:

LOCAL ROAD SERVICE AREA ADVISORY BOARD, MATANUSKA-SUSITNA BOROUGH

A. TAB: Dan Elliott: There will be a meeting next Wednesday if a quorum is present.

UNFINISHED BUSINESS:

A. HB-156 – Bill and Board Resolution status: Mike Shields gave an update on SB-100 which, among other things, exempts Service Areas state-wide from any deferral or exemption of “economic development properties” from paying property taxes. Both the Senate and House have approved, and the Governor’s signature will make it law. Manager Moosey has “shelved” his resolution pursuant to this Board’s resolution, to use only if needed in the future.

B. Stephen Edwards’ Road Bond Proposal: Consideration of draft Resolution 17-02 postponed from the April meeting: Steve moved his Resolution, seconded by Mike, and discussion followed. Jim Jensen noted that the last roads bond issue was related to school access, and the state match has not come forward so far. Dan Elliott argued the imbalance of “fairness” among the RSAs, while Dan Tucker presented an opposite view; John Strassenburgh was not in favor of the Assembly making the final selection of the roads to be included; several people wondered if there was any other funding mechanism. No vote was taken; Steve will continue to pursue the issue, and asked that the RSAs contact Mike with any nominated roads and estimated upgrade costs before the June meeting.

C. Conference Phone upgrade: Mike Shields said the new phone has been ordered and should be useable for our June meeting.

NEW BUSINESS: None.

PERSONS TO BE HEARD: None

CORRESPONDENCE AND INFORMATION: None


OTHER BUSINESS: Dan Tucker raised the issue of canvassing the RSAs prior to the monthly meeting to see how many would attend, and cancelling the meeting if a quorum could not reasonably be met. Mike agreed to that if, working with Jennifer, responses were received no later than the Sunday evening of the meeting week; otherwise we would violate the public notice requirement.

BOARD COMMENTS: None.

ADJOURNMENT: Dan Tucker moved, seconded by acclamation; meeting adjourned at 7:39 pm.

NEXT MEETING: Thursday, June 15, 2017 at the West Lakes Fire Station #73, 1250 Spring Drive.

Board Chair 

Board Secretary 

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

Chairperson - David Palmer - At Large 4
Vice Chair - Ed Strabel - District 6
Amy O'Connor - District 1
Stuart Leidner - At Large 1

George Brown - District 2
Kenny Barber - At Large 2
Sonya Walden - District 3
Scott Lapiene - At Large 3

VACANT - District 4
Cindy Bettine - District 5
VACANT - District 7

MINUTES

REGULAR MEETING Government Peak Chalet

RECEIVED

JUN 28 2017

April 24, 2017
5:00 P.M.

CLERKS OFFICE

- I. CALL TO ORDER
Meeting called to order by Mr. Palmer at 5:01 P.M.
- II. ROLL CALL - DETERMINATION OF QUORUM
 - A. Members present: David Palmer, Sonya Walden, Ed Strabel, Kenny Barber, Amy O'Connor, Scott Lapiene, Stuart Leidner
Members Absent: George Brown
Members Absent and Excused: Cindy Bettine
 - B. Staff Present: Hugh Leslie, Recreation Services Manager
Jill Irsik, CD Admin Spec.
- III. APPROVAL OF AGENDA
MOTION: Mr. Leidner moved, Mr. Strabel 2nd. Mr. Lapiene moved to add under New Business an invitation to Borough staff to talk about the history of the bed tax. Mr. Barber 2nd. Amendment passed, agenda approved as amended.
- IV. PLEDGE OF ALLEGIANCE
Mr. Palmer led the Pledge of Allegiance.
- V. MINUTES OF PRECEDING MEETING
 - A. March 20, 2017
MOTION: Mr. Leidner moved, Ms. O'Connor 2nd. Minutes approved as written
- VI. BOROUGH STAFF REPORTS
Mr. Leslie reported -
 - On May 2nd the Assembly will take up awarding the contract to the contractors for the pool and ice rink projects, and well as awarding the bid for the park's shop at Jim Creek.
 - Assembly budget deliberations will be this week.
 - The Outdoor Trails Specialist will be hired this week
 - Summer staff is being on-boarded for the trails and the parks
 - Mat River Park will open May 26th for camping. The park will be open for day use as conditions firm up.
 - Jim Creek clean-up will be May 13th
 - Lake accesses open on May 15
 - A management agreement with the State of Alaska for the Sunshine Creek area is being drafted.

- Staff is working on getting the e-commerce site up and running and the public will soon be able to buy their annual day use parking passes on-line, as well as single day use passes.
- Hugh would like the board to start thinking of items for future discussion
 - The parking lot at the West Butte Trailhead is always full, which causes people to park in "no parking / tow away" zones. He would like to make the parks staff special code enforcement officers, so they can enforce code at the trailheads.
 - Permitting geocaching on Borough land.
- All Borough hiking and biking trails are closed, with the exception of the paved loops at Alcantra and the Matanuska River Park, and the Palmer Rail Trail.
- Mr. Lapiene had questions regarding the bond projects and the report that was given to the board. He would like to see more "meat" to the report, as well as the scope of work for the Plumley-Maud trail project. He would also like to see the stakeholders be included in meetings where the projects are being discussed.
- Having a Capital Projects staff member attend the meeting was discussed. Mr. Leslie will extend the invitation.
- The board would also like to have notification when bond project meetings are going to occur.

VII. PERSONS TO BE HEARD / AUDIENCE PARTICIPATION

Tom Phillips – spoke to the District 7 position on the Vacancy report, as well as to Willow trails.

VIII. UNFINISHED BUSINESS

A. Alaska LNG project – www.alaska-lng.com

- Project is ongoing

B. PRTAB meeting schedule

- The board discussed where the meetings should be held, and would like them to be held in either Palmer or Wasilla.
 - The meeting's current start time is not convenient for public interaction. Would be better for some board members and the public if the meetings started at 6:00 pm.
 - Mr. Strabel would like to see one meeting a year in the northern region.
- MOTION: Mr. Barber moved, Mr. Strabel 2nd, to have all PRTAB meetings scheduled to be held at the Borough building, unless there is not an available space, then the meeting will be held at Station 6-1 in Wasilla. Once a year, in May, the meeting will be held at the Willow Community Center. Meetings will begin at 6:00 pm. All in favor.

IX. PUBLIC NOTICES

X. NEW BUSINESS

- ##### A. PRTAB Reso 17-03 - A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PARKS, RECREATION, AND TRAILS ADVISORY BOARD SUPPORTING THE PURCHASE OF 295 ACRES OF LAND IN THE SETTLERS BAY NEIGHBORHOOD BY THE GREAT LAND TRUST IN

ORDER TO DONATE THE LAND TO THE MATANUSKA-SUSITNA
BOROUGH TO BE MANAGED FOR HABITAT AND RECREATION

MOTION: Mr. Strabel moved, Mr. Leidner 2nd. Discussion

MOTION: Mr. Barber moved to include "and contains a portion of the historic Iditarod Trail" to the third paragraph, after salmon streams. Mr. Lapiene 2nd. All in favor.

Mr. Strabel called for the question. PRTAB Reso 17-03 passed as amended.

- B. Invitation to Ms. Derbonne to attend the May PRTAB meeting to give the history of the use of the monies collected by the bed tax.
- Mr. Palmer shared with the board the when he met with Mr. Phillips and Ms. Derbonne after the March PRTAB meeting, he was able to get some history from Ms. Derbonne.
 - The board would like to extend an invitation to Ms. Derbonne for either a written history or to come in person to the May meeting.
 - Mr. Palmer will contact Mr. Phillips, the Community Development Director, and extend the invitation.

XI. VOLUNTEER NOMINATIONS

None

XII. CORRESPONDENCE

A. MSB PRTAB letter to Assembly regarding Sustainment Funding for MSB Parks and Trails Infrastructure Critical Projects.

B. The Looking Glass Forum flyer

XIII. MEMBER COMMENTS

- Mr. Lapiene
 - Appreciates staff bringing information from Capital Projects regarding the bond.
 - Is happy to have the meeting locations fixed.
- Mr. Leidner
 - The Herning Trail Draft Concept Plan has been put out to user groups for their input.
 - The Trails Foundation is posting for a summer time Chalet host
 - There will be some deep cleaning going on at the Chalet, to include power washing some areas around the grounds.
- Ms. O'Connor
 - Palmer/Wasilla Junior Soccer is starting 5/21. Suggested Borough staff be at the orientation day to sell parking passes.
- Mr. Strabel
 - MSSC is still grooming Archangel Rd.
 - They will groom Independence Mine through May
 - They have hired a contractor to build the next phase of trails at GPRA
- Ms. Walden -
 - thanked Mr. Palmer for his work on the letter to the Assembly.
 - Will not be attending the May meeting
- Mr. Palmer
 - Will be gone for the May meeting.

XIV. NEXT MEETING

- A. Next regularly scheduled meeting is May 22, 2017, Talkeetna Public Library,
24645 S. Talkeetna Spur Rd., Talkeetna.

XV. ADJOURNMENT

Mr. Palmer adjourned the meeting at 6:34 p.m.


David Palmer - Chairperson

ATTEST:


Jill Irsik, Comm. Div. Admin. Specialist

MATANUSKA-SUSITNA BOROUGH
PARKS, RECREATION AND TRAILS ADVISORY BOARD
RESOLUTION NO. 17-04

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PARKS, RECREATION, AND TRAILS ADVISORY BOARD RECOMMENDING ASSEMBLY ADOPTION OF THE TALKEETNA RIDGE TRAIL - TRAIL DEVELOPMENT PLAN AND ASSEMBLY APPROVAL OF THE LAND CLASSIFICATION OF TWO BOROUGH PARCELS (MSB TAX #26N04W16C001 & 26N04W17D001), BEING THE SOUTH ONE-HALF (S1/2), SECTION 16, AND THE SOUTH ONE-HALF (S1/2) SECTION 17, TOWNSHIP 26 NORTH, RANGE 4 WEST, S.M., ALASKA, AS "PUBLIC RECREATION LANDS" CONTAINING APPROXIMATELY 544.00 ACRES, TO BE KNOWN AS THE RIDGE TRAIL SYSTEM.

WHEREAS, Talkeetna Community Council Inc. received a grant from the Mat-Su Trails and Parks Foundation, and a grant from the Matanuska-Susitna Borough for contract assistance with drafting a development plan for the Ridge Trail; and

WHEREAS, Borough Land and Resources Management Staff were involved in the process to draft the development plan for the Ridge Trail; and

WHEREAS, a public scoping workshop was held in Talkeetna to begin the community-wide discussion on the future of the Ridge Trail; and

WHEREAS, upon release of the Talkeetna Ridge Trail - Trail Development Plan public review draft and commencement of a 30-day review period, a second community-wide workshop was held to discuss the draft plan; and

WHEREAS, over 50 sets of public comments were received and addressed regarding the development plan for the Ridge Trail;

and

WHEREAS, the Talkeetna Parks Advisory Committee recommended the Talkeetna Community Council approve the final development plan for the Ridge Trail; and

WHEREAS, Talkeetna Community Council recommended the Borough Assembly adopt the plan; and

WHEREAS, the Talkeetna Ridge Trail - Trail Development Plan includes a recommendation to classify the borough-owned land over which the Ridge Trail exists as public recreation lands; and

WHEREAS, the Plan excludes the existing material site off S. Beaver Road from the proposed classification; and

WHEREAS, pursuant to Title 23 public notice was initiated and no objections to the land classification were received from noticing; and

WHEREAS, classification of the subject parcel as Public Recreation Lands is consistent with the borough code and land use plans.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Parks, Trails, and Recreation Advisory Board does hereby recommend Assembly adoption of the Talkeetna Ridge Trail - Trail Development Plan.

BE IT FURTHER RESOLVED, that the Matanuska-Susitna Borough

Parks, Trails, and Recreation Advisory Board does hereby recommend Assembly approval of the land classification of two borough parcels, being the S½ of Section 16 including Tract A, containing 154.82 acres, Tract B, containing 0.57 acres, Tract C, containing 20.03 acres, and Tract D containing 123.97 acres, Township 26 North, Range 4 West, S.M., Alaska and the S ½ of Section 17 excluding U.S. Survey 4713 and the Talkeetna River, Township 26 North, Range 4 West, S.M., Alaska as "public recreation lands" containing approximately 544 acres, excluding the existing material site off S. Beaver Road, to be known as the Ridge Trail System.

Adopted by the Matanuska-Susitna Parks, Recreation, and Trails Advisory Board this 26th day of June, 2017.


David Palmer, Chair

ATTEST:


Jill Irsik, Admin. Secretary

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MATANUSKA-SUSITNA BOROUGH
PARKS, RECREATION AND TRAILS ADVISORY BOARD
RESOLUTION NO. 17-05

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PARKS, RECREATION, AND TRAILS ADVISORY BOARD RECOMMENDING ASSEMBLY ADOPTION OF THE HISTORIC HERNING TRAIL CONCEPT PLAN.

WHEREAS, the Mat-Su Trails and Parks Foundation, the Knik Chapter of the Iditarod Trail Blazers, the Valley Mountain Bikers and Hikers supported the Borough in applying for National Parks Service technical assistance with the Herning Trail Concept Plan through the Rivers, Trails, and Conservation Assistance Program; and

WHEREAS, a Herning Trail project team was formed with representatives from the Knik Chapter of the Iditarod Trail Blazers, Big Lakes Trails Inc., the City of Houston, the National Parks Service, the Mat-Su Trails and Parks Foundation, and borough staff; and

WHEREAS, the project team held public scoping meetings in Knik-Fairview, Big Lake, and the City of Houston to guide the development of the Herning Trail Concept Plan; and

WHEREAS, a 30-day public comment period for the draft Herning Trail Concept Plan concluded May 30, 2017; and

WHEREAS, over 50 sets of public comments were received and addressed regarding the concept plan for the Herning Trail; and

WHEREAS, the Knik-Fairview Community Council, the Big Lake Community Council, the Houston City Council have adopted resolutions supporting the draft Herning Trail Concept Plan; and

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Parks, Trails, and Recreation Advisory Board does hereby recommend Assembly adoption of the Herning Trail Concept Plan.

Adopted by the Matanuska-Susitna Parks, Recreation, and Trails Advisory Board this 26th day of June, 2017.



David Palmer, Chair

ATTEST:



Jill Irsik, Admin. Secretary

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION MINUTES**

**REGULAR MEETING
JUNE 5, 2017**

The regular meeting of the Matanuska-Susitna Borough Planning Commission was held on June 5, 2017, at the Matanuska-Susitna Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 6:02 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
Mr. Thomas Healy, 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. Vern Rauchenstein, Assembly District #7

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Staff in attendance:

Mr. Alex Strawn, Development Services Manager
Ms. Trina Sears, Assistant Borough Attorney
Ms. Meagan Swart, Legal Department Intern
Mr. Mark Whisenhunt, Planner II
Ms. Sandra Swanger-Jensen, 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 Ms. Trina Sears, a borough staff member.

IV. CONSENT AGENDA

A. Minutes

1. May 15, 2017, regular meeting minutes

A. INTRODUCTION FOR PUBLIC HEARING: QUASI-JUDICIAL MATTERS

1. **Resolution 17-21**, a Conditional Use Permit (CUP) in accordance with MSB 17.60 – Conditional Uses; for the operation of a marijuana cultivation facility located at 4603 N. Pittman Road; MSB Tax ID# 18N02W24D001; within Township 18 North, Range 2 West, Section 24, Seward Meridian. Public Hearing: June 19, 2017. (*Applicant: Brad Bartlett on behalf of Denali Dispensaries, Staff: Mark Whisenhunt*)
2. **Resolution 17-22**, a Conditional Use Permit (CUP) in accordance with MSB 17.60, Conditional Uses; for the operation of a marijuana cultivation facility located at 1044 S.

Old Glenn Highway (Tax ID# 17N02E11C017); within Township 17 North, Range 2 East, Section 11, Seward Meridian. Public Hearing: June 19, 2017. (*Applicant: Phillip Izon on behalf of KushTopia, Staff: Mark Whisenhunt*)

3. **Resolution 17-24**, a Conditional Use Permit (CUP) in accordance with MSB 17.70 – Regulation of Alcoholic Beverage Uses; for the operation of an alcoholic beverage dispensary (bar) with food services located at 13046 W. Petersville Road; US Survey 3597; Account No. U0359700L00, Parcel ID# 59972; within Township 26 North, Range 8 West, Section 3, Seward Meridian. Public Hearing: June 19, 2017. (*Applicant: Daniel Kerschbaum on behalf of The Forks Reborn, LLC, Staff: Sandra Swanger-Jensen*)
4. **Resolution 17-25**, a Conditional Use Permit (CUP) in accordance with MSB 17.70, Regulation of Alcoholic Beverage Uses; for the operation of an alcoholic beverage dispensary (bar) with food services located at 7307 S. Frontier Drive (Tax ID# 2684000T00C-5, Parcel ID# 59817); within Township 16 North, Range 2 West, Section 3, Seward Meridian. Public Hearing: June 19, 2017. (*Applicant: Bob Ackles on behalf of Settler's Bay Golf Course, Staff: Sandra Swanger-Jensen*)

B. INTRODUCTION FOR PUBLIC HEARING: LEGISLATIVE MATTERS

(There were no introductions for legislative matters.)

Chair Vague read the consent agenda into the record.

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

GENERAL CONSENT: The consent agenda was approved without objection.

V. COMMITTEE REPORTS

(There were no committee reports.)

VI. AGENCY/STAFF REPORTS

(There were no agency/staff reports.)

VII. LAND USE CLASSIFICATIONS

(There were no land use classifications.)

VIII. AUDIENCE PARTICIPATION (Three minutes per person.)

(There were no persons to be heard.)

(The meeting recessed at 6:08 p.m., and reconvened at 6:15 p.m.)

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

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

- A. **Resolution 17-19**, a request for a Conditional Use Permit under MSB 17.30 Conditional Use Permit for Earth Materials Extraction; to allow the extraction of earth materials on two adjoining parcels for extraction of 30,000 to 32,000 cubic yards each year over a course of 5 years and 6 months contained within a site area of 245' x 430' (2.42 acres) straddling a section-line with no reservation easement. The site is located at 27638 E. Knik River Road, Palmer (MSB Tax ID# 16N04E30C002 & 16N03E25D001); within Township 16 North, Range 4 East, Section 30 and Township 16 North, Range 3 East, Section 25, Seward Meridian. (*Applicant: John and Julie Nystrom, Staff: Sandra Swanger-Jensen*)

Chair Vague read the resolution title into the record.

Chair Vague:

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

Ms. Swanger-Jensen provided a staff report:

- staff recommended approval of the resolution with conditions.

Commissioners questioned staff regarding:

- whether comments had been received from the Knik-Fairview Community Council; and
- clarification of whether an asphalt production plant will be used on site.

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

Mr. Chuck Kaucic, representative for the applicant, provided an overview of the application.

Chair Vague opened the public hearing.

The following person spoke in favor of Resolution 17-19: Mr. Marty Eberhardt.

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

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

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

Discussion ensued regarding:

- whether the applicant can operate an asphalt plant under this application;
- why staff is suggesting a start time of 8:00 a.m. for operations instead of 7:00 a.m. as requested by the applicant; and
- clarification of sound mitigation.

VOTE: The main motion passed without objection.

- B. **Resolution 17-23**, a Conditional Use Permit (CUP) in accordance with MSB 17.60, Conditional Uses; for the operation of a marijuana cultivation facility located at 20520 W. Twitty Avenue; (Tax ID# 2375000T001); within Township 18 North, Range 4 West, Section 3, Seward Meridian. (*Applicant: Jana Weltzin, on behalf of The Farm, Staff: Mark Whisenhunt*)

Chair Vague read the resolution title into the record.

Chair Vague:

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

Mr. Whisenhunt provided a staff report:

- staff recommended approval of the resolution with conditions.

Commissioners questioned staff regarding:

- clarification of the character of the property and surrounding properties;
- concerns with the potential for odor;
- the process for determining if odor exceeds acceptable levels; and
- clarification of how the waste material will be disposed of at the landfill.

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

Ms. Jana Weltzin, attorney for the applicant, provided an overview of the application.

Commissioners questioned the applicant regarding:

- clarification of "Kush";
- if the plants will always be indoors; and
- what happens if the current odor mitigation plan doesn't work.

Chair Vague opened the public hearing.

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

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

MOTION: Commissioner Rauchenstein moved to approve Resolution 17-23. The motion was seconded.

VOTE: The main motion passed without objection.

X. PUBLIC HEARING LEGISLATIVE MATTERS

(There were no legislative public hearings.)

XI. CORRESPONDENCE AND INFORMATION

(There was no correspondence and information.)

XII. UNFINISHED BUSINESS

(There was no unfinished business.)

XIII. NEW BUSINESS

(There was no new business.)

XIV. COMMISSION BUSINESS

A. Upcoming Planning Commission Agenda Items

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

XV. DIRECTOR AND COMMISSIONER COMMENTS

Ms. Trina Sears, Assistant Borough Attorney:

- introduced Ms. Meagan Swart as the legal intern for the summer;
- stated that she is from Arizona State; and
- she will be attending Planning Commission meetings.

Chair Vague:

- stated great job by staff; and
- opined that part of the reason that there is not a lot of public comment and attendance is due to a job well done.

XVI. ADJOURNMENT

The regular meeting adjourned at 7:18 p.m.



COLLEEN VAGUE, Planning Commission
Chair

ATTEST:



MARY BRODIGAN, Planning Commission
Clerk

Minutes approved: June 19, 2017

The regular meeting of the Matanuska-Susitna Borough Planning Commission was held on June 19, 2017, 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:

Mr. Thomas Healy, 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. Vern Rauchenstein, Assembly District #7

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Planning Commission members absent and excused were:

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

Staff in attendance:

Mr. Alex Strawn, Development Services Manager
Ms. Trina Sears, Assistant Borough Attorney
Mr. Mark Whisenhunt, Planner II
Ms. Sandra Swanger-Jensen, 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. William Kendig, a member of the audience.

IV. CONSENT AGENDA

A. Minutes

1. June 5, 2017, regular meeting minutes

A. INTRODUCTION FOR PUBLIC HEARING: QUASI-JUDICIAL MATTERS

1. **Resolution 17-26**, a Conditional Use Permit (CUP) in accordance with MSB 17.60 – Conditional Uses; for the operation of a marijuana retail facility located at 3361 W. Machen Road (Tax ID# 2420B02L001); within Township 17 North, Range 1 West, Section 7, Seward Meridian. Public Hearing: July 17, 2017. (*Applicant: Sean Tower, dba Rosebuds Shatter House, Staff: Mark Whisenhunt*)

B. INTRODUCTION FOR PUBLIC HEARING: LEGISLATIVE MATTERS

1. **Resolution 17-27**, recommending Assembly approval of an ordinance amending MSB 17.55 Setbacks and Screening Easements, amending definitions, clarifying which structures are exempt from waterbody setbacks, and eliminating unnecessary language. Public Hearing: July 17, 2017. (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

- A. Presentation: "Stormwater Analysis on Two Core Area Streams; Cottonwood Creek and Vine Creek." (Staff: Mike Campfield)

Mr. Mike Campfield, Capital Projects Environmental Engineer:

- provided a PowerPoint presentation; and
- introduced Mr. Casey Witt from HDL and Ms. Mel Langdon from DOWL.

VII. LAND USE CLASSIFICATIONS

(There were no land use classifications.)

VIII. AUDIENCE PARTICIPATION (Three minutes per person.)

The following person spoke regarding concerns with public process and community councils having adequate time to comment on applications going before the Planning Commission: 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.

- A. **Resolution 17-21**, a Conditional Use Permit (CUP) in accordance with MSB 17.60 – Conditional Uses; for the operation of a marijuana cultivation facility located at 4603 N. Pittman Road (Tax ID# 18N02W24D001); within Township 18 North, Range 2 West,

Section 24, Seward Meridian. (*Applicant: Brad Bartlett for Denali Dispensaries, Staff: Mark Whisenhunt*)

Chair Vague read the resolution title into the record.

Chair Vague:

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

Mr. Whisenhunt provided a staff report:

- staff recommended approval of the resolution with conditions.

Commissioners questioned staff regarding:

- confirmation that all code violations incurred by B&E Construction have been resolved;
- whether there is still an active permit for earth materials extraction associated with this property;
- whether the current applicants are affiliated with B&E Construction;
- clarification of "enjoined from violating MSB Code" in a memo dated June 6, 2017, from Code Compliance Officer Pamela Ness to Mr. Whisenhunt;
- who will enforce this order; and
- whether Code Compliance found any evidence of buried garbage.

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

Mr. Bradley Bartlett, Applicant, stated that he had nothing further to add.

Chair Vague opened the public hearing.

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

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

MOTION: Commissioner Glashan moved to approve Resolution 17-21. The motion was seconded.

Discussion ensued regarding concerns with the potential for compliance issues given past behavior with previous activities.

VOTE: The main motion passed without objection.

- B. **Resolution 17-22**, a Conditional Use Permit (CUP) in accordance with MSB 17.60, Conditional Uses; for the operation of a marijuana cultivation facility located at 1044 S. Old Glenn Highway (Tax ID# 17N02E11C017); within Township 17 North, Range 2 East, Section 11, Seward Meridian. (*Applicant: Phillip Izon, on behalf of KushTopia, Staff: Mark Whisenhunt*)

Chair Vague read the resolution title into the record.

Chair Vague:

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

Mr. Whisenhunt provided a staff report:

- staff recommended approval of the resolution with conditions.

Commissioners questioned staff regarding:

- clarification that the structure will be safe from flooding;
- safeguards have been taken to ensure that the structure will not fall into the river;
- are there any obligations or liabilities to the borough should there be an erosion event;
- clarification of the height of the structure and if there are any concerns with earth quakes;
- clarification of the foundation for the structure; and
- when will fencing be required.

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

Mr. Phillip Izon, Applicant, provided a brief description of their application.

Chair Vague opened the public hearing.

The following person spoke in favor of Resolution 17-22: Ms. Sara Williams.

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

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

MOTION: Commissioner Chesbro moved to approve Resolution 17-22. The motion was seconded.

MOTION: Commissioner Glashan moved a primary amendment to condition 6 to add "prior to flowering."

VOTE: The primary amendment died for lack of a second.

Discussion ensued regarding concerns with flooding and erosion.

VOTE: The main motion passed without objection.

(The meeting recessed at 7:26 p.m., and reconvened at 7:35 p.m.)

- C. **Resolution 17-24**, a Conditional Use Permit (CUP) in accordance with MSB 17.70 – Regulation of Alcoholic Beverage Uses; for the operation of an alcoholic beverage dispensary (bar) with food services located at 13046 W. Petersville Road; US Survey 3597 (Tax ID# No. U0359700L00); within Township 26 North, Range 08 West, Section 3, Seward Meridian. *(Applicant: The Forks Reborn, LLC, Staff: Sandra Swanger-Jensen)*

Chair Vague read the resolution title into the record.

Chair Vague:

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

Ms. Swanger-Jensen provided a staff report:

- staff recommended approval of the resolution with conditions.

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

Mr. Daniel Kerschbaum, Applicant, stated that he has nothing further to add.

Commissioners questioned the applicant regarding clarification that alcoholic beverages will be served on both the first and second floors.

Chair Vague opened the public hearing.

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

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

MOTION: Commissioner Rauchenstein moved to approve Resolution 17-24. The motion was seconded.

Commissioner Rauchenstein spoke in favor of Resolution 17-24.

MOTION: Commissioner Glashan moved a primary amendment to the 4th WHEREAS statement on page 346 of the packet to change "2:00 p.m." to "2:00 a.m." to read: "the proposed hours of operation are 10:00 a.m. to 2:00 a.m." The motion was seconded.

VOTE: The primary amendment passed without objection.

VOTE: The main motion passed without objection.

D. Resolution 17-25, a Conditional Use Permit (CUP) in accordance with MSB 17.70, Regulation of Alcoholic Beverage Uses; for the operation of an alcoholic beverage dispensary (bar) with food services located at 7307 S. Frontier Drive (Tax ID# 2684000T00C-5); within Township 16 North, Range 2 West, Section 3, Seward Meridian. (*Applicant: Settler's Bay Golf Course, Staff: Sandra Swanger-Jensen*)

Chair Vague read the resolution title into the record.

Chair Vague:

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

Commissioner Glashan:

- stated that he has been playing in the annual ASCE Scholarship Golf Tournament for the past two years;
- was informed on Wednesday morning, June 14th, that one member of their foursome, Mr. Amos Stephens, is one of the applicants for the Settlers Bay Golf Course Bar;
- stated that there wasn't any discussion regarding the application; and
- opined that he could be impartial in a decision.

Chair Vague ruled that Commissioner Glashan did not have a conflict of interest.

There was no objection noted.

Ms. Swanger-Jensen provided a staff report:

- staff recommended approval of the resolution with conditions.

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

Mr. Robert Ackles stated that he had nothing further to add.

Chair Vague opened the public hearing.

The following person spoke in favor of Resolution 17-25: Mr. William Kendig, President of Knik-Fairview Community Council.

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

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

MOTION: Commissioner Chesbro moved to approve Resolution 17-25. The motion was seconded.

Discussion ensued regarding:

- a correction to a typographical error in the last WHEREAS statement on page 487 of the packet in which "one-half mile" should be "600 feet;" and
- a correction to a typographical error in the 9th WHEREAS statement on page 493 of the packet in which "TAM" should be "TAP" for Training for Alcohol Professionals.

[Clerk's note: both typographical errors have been corrected.]

VOTE: The main motion passed without objection.

X. PUBLIC HEARING LEGISLATIVE MATTERS

(There were no legislative public hearings.)

XI. CORRESPONDENCE AND INFORMATION

(There was no correspondence and information.)

XII. UNFINISHED BUSINESS

(There was no unfinished business.)

XIII. NEW BUSINESS

(There was no new business.)

XIV. COMMISSION BUSINESS

A. Upcoming Planning Commission Agenda Items

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

XV. DIRECTOR AND COMMISSIONER COMMENTS

Ms. Brodigan:

- reminded the commission that the Assembly has directed Planning Staff to schedule a joint meeting between the Planning Commission and the Platting Board to resolve differences in suggested changes to Title 43; and
- requested that commissioners notify her when they will be available.

Commissioner Rauchenstein:

- opined that many of the things that the borough looks at prior to issuing a permit for an alcohol dispensary have already been addressed by the state prior to coming to the borough; and
- suggested that the borough could save a lot of time and money by expediting their permitting process.

Commissioner Chesbro:

- stated that she is very interested in all of the historical information associated with the various applications;
- noted that none of this evenings applicants had a presentation or provided an overview of their applications;
- requested that staff inform the applicants that it is important that they speak even briefly on their own behalf; and
- suggested that they could address why they are doing what they are doing and to let the commission know if they have a passion for what they are doing.

Commissioner Glashan:

- would like to see more consistency with the application of certain things that are not well defined such as fences at marijuana cultivation facilities;
- suggested that if the applicant includes fencing as part of their security plan, the borough should require that it be installed prior to anything valuable being allowed in the structure;
- the applicant should not be allowed to install the fence sometime down the road when it's financially more feasible;
- opined that the borough should hold the applicant's feet to the fire if it is part of the security plan;
- opined that the most important thing is for the borough to be consistent in the amount of time they give applicants;
- depending on how applicants fill out their applications, some applicants were given 18 months to install fencing and others had to install the fence before they begin operating; and
- opined that the commission needs to be consistent in order to be fair to everybody.

Chair Vague stated that she will be out of state and unable to attend the next meeting and Vice Chair Anderson will be chairing the meeting in her absence.

XVI. ADJOURNMENT

The regular meeting adjourned at 8:21 p.m.


COLLEEN VAGUE, Planning Commission
Chair

ATTEST:


MARY BRODIGAN, Planning Commission
Clerk

Minutes approved: July 17, 2017

RECEIVED

JUN 22 2017

CLERKS OFFICE

By: Mark Whisenhunt
Introduced: June 5, 2017
Public Hearing: June 19, 2017
Action: Approved

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 17-21**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION APPROVING A CONDITIONAL USE PERMIT FOR THE OPERATION OF A MARIJUANA CULTIVATION FACILITY AT 4603 NORTH PITTMAN ROAD, LOCATED WITHIN TOWNSHIP 18 NORTH, RANGE 2 WEST, SECTION 24; TAX ID# 18N02W24D001, SEWARD MERIDIAN.

WHEREAS, an application has been received from Bradley Bartlett, on the behalf of Denali Dispensaries, LLC for a conditional use permit for the operation of a marijuana cultivation facility at 4603 N. Pittman Road, located within Township 18 North, Range 2 West, Section 24; Tax ID# 18N02W24D001, Seward Meridian; and

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

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

WHEREAS, according to the application material, the proposed use will be set back approximately 166 feet from the Pittman Road right-of-way, 163 feet from the north lot line, 2,400 feet from the south lot line and 1,050 feet from the west lot line; and

WHEREAS, access to the premises is from Pittman Road via an established driveway; and

WHEREAS, the proposed conditional use operation will be wholly contained within the subject structure; and

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

WHEREAS, according to the application material, the proposed use has a robust security plan in place; and

WHEREAS, according to the application material, an eight foot tall chain link fence with vehicle gate will be constructed to encompass the entire facility; and

WHEREAS, according to the security plan, a combination of cameras, lighting, and fencing will be used to secure the site and monitor all activities at the facility; and

WHEREAS, according to the application material, no loitering will be allowed at the facility; and

WHEREAS, according to the application material, no business signs associated with the cultivation facility will be located at the site or visible from off site; and

WHEREAS, the closest residential structure is approximately 235 feet away from the subject structure; and

WHEREAS, land Uses within the 600 foot public notice area consist of residential, commercial, and undeveloped lands; and

WHEREAS, residential lots located north of the site are 3-3.5 acres in size. Residential lots located to the north east are approximately 1 acre in size, and

Whereas, several large lots, ranging from 320 acres to 11 acres in size surround the subject property on the east, south, and west sides, and

WHEREAS, other than enclosing the existing garage doors, the exterior appearance of the structure will not change; and

WHEREAS, the closest school (Meadow Lake Elementary) is approximately 15,000 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 premises of the proposed use; and

WHEREAS, according to the application material, waste material will be either ground up and mixed into used soil for the next cycle of growing or will be sold to a properly licensed marijuana product manufacturing facility; and

WHEREAS, according to a letter dated June 5, 2017, by Erika McConnell, the Director of the State of Alaska Alcohol & Marijuana Control Office, the proposed use is compliant with ADEC regulations; and

WHEREAS, the State of Alaska Fire Marshal is still processing Denali Dispensaries request for plan review; and

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

WHEREAS, the applicant has submitted an odor mitigation plan, ensuring no marijuana odor will emit from the building; and

WHEREAS, all exhaust vents from the building have been fitted with carbon filters to remove marijuana odors; and

WHEREAS, no additional earthen berms or landscaping are proposed or required; and

WHEREAS, according to a letter dated June 5, 2017, by Erika McConnell, the Director of the State of Alaska Alcohol & Marijuana Control Office, the State Marijuana Control Board voted to approve Denali Dispensaries' marijuana cultivation facility, License #11413 with delegation during their April 4-5, 2017 meeting; and

WHEREAS, a copy of the delegated approval for Denali Dispensaries' marijuana cultivation facility, License # 11413 has been provided; and

WHEREAS, according to a letter dated June 5, 2017, by Erika McConnell, the Director of the State of Alaska Alcohol & Marijuana Control Office, the status for compliance with the fire code is still pending review; and

WHEREAS, the State of Alaska Alcohol & Marijuana Control Office will not activate Denali Dispensaries marijuana

cultivation license until the State Fire Marshal issues an approved plan review for the facility; and

WHEREAS, according to the applicant's wastewater and waste material disposal plan, no wastewater will be generated from the proposed use; and

WHEREAS, according to the applicant, only natural pesticides, such as neem oil, will be used as part of its operation; and

WHEREAS, according to the applicant, nutrient additives and natural pesticides will be stored within the facility in designated cabinets; and

WHEREAS, according to the applicant, nutrient additives and natural pesticides will be stored according to each manufacturer's recommendations; and

WHEREAS, the Planning Commission has reviewed this application with respect to standards set forth in MSB 17.60.100, 17.60.150 and 17.60.160; and

WHEREAS, the Planning Commission conducted a public hearing on June 19, 2017 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 17-21:

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 or other safeguards are being provided (MSB 17.60.100(B)(3)).
4. The applicant 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 documentation demonstrating all applicable licenses pertaining to 3 AAC 306.005 have been obtained (MSB 17.60.150(D)(1)).
10. The State of Alaska Fire Marshal is still processing Denali Dispensaries request for plan review to obtain

full compliance with all applicable fire code (MSB 17.60.150(D)(2)).

11. The wastewater and waste material disposal plan demonstrates compliance with the Alaska State Department of Environmental Conservation (MSB 17.60.160(A)).

12. The odor mitigation plan demonstrates mitigation measures will prevent odors from materially impacting adjoining properties (MSB 17.60.160(B)).

13. Storage of fertilizers will comply with all local, state, and federal laws (MSB 17.60.160(C)).

14. A security plan which includes education for employees on security measures has been provided (MSB 17.60.160(D)).

15. The proposed use meets the minimum setback requirements for marijuana cultivation facilities (MSB 17.60.160(E)).

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

1. The owner and/or operator shall comply with all applicable state and local regulations.

2. All aspects of the operation shall comply with the description detailed in the application material and with the conditions of this permit. An amendment to the Conditional Use Permit shall be required prior to any expansion of the conditional use.
3. Borough staff shall be permitted to enter premises subject to this permit to monitor compliance with permit requirements. Such access will at minimum, be allowed on demand when activity is occurring, and/or with prior verbal or written notice, and/or at other times as necessary to monitor compliance. Denial of access to Borough staff shall be a violation of this Conditional Use Permit.
4. An eight foot tall chain link fence shall be located and constructed as detailed in the application by December 31, 2017 or prior to operating the marijuana cultivation facility.
5. Prior to operating, a copy of the approved plan review which shows full compliance with the applicable fire code, issued by the State Fire Marshal shall be provided to the MSB Development Services Division.

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ADOPTED by the Matanuska-Susitna Borough Planning
Commission this 19th day of June, 2017.


COLLEEN VAGUE, Chair

ATTEST


MARY BRODIGAN, Planning Clerk

(SEAL)

YES: *Vague, Healy, Christko, Elder, Glashan, and
Rauchenstein*

NO:

RECEIVED

JUN 22 2017

CLERKS OFFICE

By: Mark Whisenhunt
Introduced: June 5, 2017
Public Hearing: June 19, 2017
Action: Approved

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 17-22**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION APPROVING A CONDITIONAL USE PERMIT FOR THE OPERATION OF A MARIJUANA CULTIVATION FACILITY AT 1044 SOUTH OLD GLENN HIGHWAY, LOCATED WITHIN TOWNSHIP 17 NORTH, RANGE 2 EAST, SECTION 11; TAX ID# 17N02E11C017, SEWARD MERIDIAN.

WHEREAS, an application has been received from Phillip Izon, dba KushTopia for a conditional use permit for the operation of a marijuana cultivation facility at 1044 South Old Glenn Highway, located within Township 17 North, Range 2 East, Section 11; Tax ID# 17N02E11C017, Seward Meridian; and

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

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

WHEREAS, according to the application material, a fence 10 feet in height will be constructed. The portion facing the Old Glenn Highway will be made of wood planks. The remainder will be constructed of chain link fencing; and

WHEREAS, access to the premises is from the Old Glenn Highway via an established driveway; and

WHEREAS, the proposed conditional use operation will be wholly contained within the proposed structure; and

WHEREAS, according to the application material, the proposed use will be set back approximately 277 feet from the Old Glenn Highway right-of-way, 100 feet from the north lot line, 106 feet from the south lot line and 800 feet from the west lot line; and

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

WHEREAS, according to the application material, the proposed use has a robust security plan in place; and

WHEREAS, according to the security plan, a combination of cameras, lighting, and fencing will be used to secure the site and monitor all activities at the facility; and

WHEREAS, according to the application material, no loitering will be allowed at the facility; and

WHEREAS, according to the application material, no business signs will be located at the site or visible from off site; and

WHEREAS, the closest residential structure is approximately 245 feet away from the proposed use; and

WHEREAS, according to the application material, upon completion of the fourth and final level of shipping containers, the applicant will apply an exterior insulation finishing system

(EIFS), to give the structure a finished commercial structure look; and

WHEREAS, the closest school (Job Corps, Palmer) is approximately 10,800 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 premises of the proposed use; and

WHEREAS, after proper notification of the State of Alaska Alcohol & Marijuana Control Office; all marijuana products or waste material deemed unusable will be mixed into used soil or house hold trash and disposed of at the Borough landfill; and

WHEREAS, the applicant has obtained Flood Hazard Development Permit #172920170007 to construct the proposed facility; and

WHEREAS, the State of Alaska Fire Marshal has issued Plan Review Certificate #2017Anch1010, approving the construction of the proposed use; and

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

WHEREAS, the applicant has submitted an odor mitigation plan, ensuring no marijuana odor will emit from the building; and

WHEREAS, all exhaust vents from the building will be fitted with carbon filters to remove marijuana odors; and

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

WHEREAS, on April 4, 2017, the State of Alaska Marijuana Control Board voted to approve KushTopia's Marijuana Cultivation Facility, License # 11611 with delegation; and

WHEREAS, a copy of the delegated approval for KushTopia's Marijuana Cultivation Facility, License # 11611 with delegation has been provided; and

WHEREAS, according to the applicant's wastewater and waste material disposal plan, no wastewater will be generated from the proposed use; and

WHEREAS, with no waste being disposed of on site, the proposed marijuana cultivation facility is fully compliant with ADEC regulations; and

WHEREAS, according to the application material, only natural pesticides, such as neem oil, will be used as part of its operation; and

WHEREAS, according to the application material, fertilizers and natural pesticides will be stored within the facility in designated cabinets; and

WHEREAS, according to the applicant, fertilizers will be stored according to each manufacturer's recommendations; and

WHEREAS, according to the application material, all employees will be educated on all securities measures; and

WHEREAS, the Planning Commission has reviewed this application with respect to standards set forth in MSB 17.60.100, 17.60.150 and 17.60.160; and

WHEREAS, the Planning Commission conducted a public hearing on June 19, 2017 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 17-22:

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 or other safeguards are being provided (MSB 17.60.100(B)(3)).
4. The applicant 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 documentation demonstrating all applicable licenses pertaining to 3 AAC 306.005 have been obtained (MSB 17.60.150(D)(1)).
10. The proposed use is in full compliance with all applicable fire code (MSB 17.60.150(D)(2)).
11. The wastewater and waste material disposal plan demonstrates compliance with the Alaska State Department of Environmental Conservation (MSB 17.60.160(A)).
12. The odor mitigation plan demonstrates mitigation measures will prevent odors from materially impacting adjoining properties (MSB 17.60.160(B)).
13. Storage of fertilizers will comply with all local, state, and federal laws (MSB 17.60.160(C)).

14. A security plan which includes education for employees on security measures has been provided (MSB 17.60.160(D)).

15. The proposed use meets the minimum setback requirements for marijuana cultivation facilities (MSB 17.60.160(E)).

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

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

access to Borough staff shall be a violation of this Conditional Use Permit.

4. Within 90 days of installation of the six shipping containers identified as Phase One (1) in the application material, an as-built survey showing the actual location of the facility shall be provided to the Matanuska-Susitna Borough Development Services Division.
5. All development shall be in compliance with MSB 17.29 Flood Damage Prevention and Flood Hazard Development Permit #172920170007.
6. The fence identified in the application material shall be constructed in compliance with Flood Hazard Development Permit #172920170007, by December 31, 2018.
7. The exterior insulation finishing system (EIFS) detailed in the application material, shall be installed by December 31, 2020.

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ADOPTED by the Matanuska-Susitna Borough Planning
Commission this 19th day of June, 2017.


COLLEEN VAGUE, Chair

ATTEST


MARY BRODIGAN, Planning Clerk
(SEAL)

YES: *Vague, Healey, Chesbro, Elder, Glashan, and*
NO: *Rauchenstein*

RECEIVED

JUN 22 2017

CLERKS OFFICE

By: Sandra Swanger-Jensen

Introduced: June 5, 2017

Public Hearing: June 19, 2017

Action: Approved

MATANUSKA-SUSITNA BOROUGH

PLANNING COMMISSION RESOLUTION NO. 17-24

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION APPROVING A CONDITIONAL USE PERMIT FOR THE OPERATION OF FORKS ROADHOUSE ALCOHOL BEVERAGE DISPENSARY (BAR) WITH FOOD SERVICE UNDER MSB 17.70, LOCATED AT 13046 W. PETERSVILLE ROAD, TRAPPER CREEK; WITHIN TOWNSHIP 26 NORTH, RANGE 08 EAST, SECTION 03, SEWARD MERIDIAN.

WHEREAS, an application has been received from Daniel Kerschbaum dba Forks Roadhouse for a conditional use permit under MSB 17.70 for the operation of an alcohol beverage dispensary (bar) with food service; and

WHEREAS, the Planning Commission has reviewed this application, associated materials, and staff report with respect to public notification set forth in MSB 17.03, and the standards in MSB 17.70.100, and MSB 17.70.110; and

WHEREAS, the proposed site is located within the Trapper Creek Community Council and part of the Petersville Road Management Plan; and

WHEREAS, findings of fact and conclusions of law have been listed in the staff report; and

WHEREAS, the Planning Commission conducted a public hearing on June 19, 2017 on this matter; and

WHEREAS, public hearing notices were mailed to all property owners within one-half mile of the subject property boundary line; and

WHEREAS, a total of 12 public hearing notices were mailed on May 5, 2017; and

WHEREAS, a public hearing notice was mailed to the Trapper Creek Community Council since it is the closest council to the Petersville community area; and

WHEREAS, Trapper Creek Community Council meetings are schedule for the 3rd Thursday of each month, which would have been May 18, 2017; and

WHEREAS, MSB records indicate the Petersville Community Council has had no activity since 6/14/2013, and no contact since 2007, and no members; therefore, has an inactive status; and

WHEREAS, a public hearing notice was published for general circulation on May 5, 2017 in the Frontiersman within the MSB public notice newspaper page; and

WHEREAS, a public hearing notice was posted on the borough web page on May 5, 2017 under the heading Public Notices & Announcements; and

WHEREAS, the public hearing notice contained the following:
The MSB Planning Commission will conduct a Public Hearing meeting on Monday, June 19, 2017 at 6:00 p.m. in the Borough Assembly Chambers in Palmer, located at 350 E. Dahlia Avenue, Palmer, AK;

and

WHEREAS, the public notice contain the following description:
The Matanuska-Susitna Borough (MSB) Planning Commission will consider the following: Application: CONDITIONAL USE PERMIT (CUP) FOR ALCOHOL BEVERAGE DISPENSARY (BAR), MSB Code: MSB 17.70 - Regulation of Alcoholic Beverage Uses; Applicant: The Forks Reborn, LLC., dba The Forks Roadhouse; Location: 13046 W. Petersville Road, Trapper Creek; Township 26 North, Range 08 West, Section 03, Seward Meridian, and Request: An application for a CUP has been submitted for the operation of an alcohol beverage dispensary (bar) with food service; and

WHEREAS, the public hearing notice contained the legal description for The Forks Reborn, LLC., U.S. 3597, within T. 26 N., R. 8 W., Section 03, Seward Meridian, and the borough tax account number as U03597000L00; and

WHEREAS, the public hearing notice identified the applicant as The Forks Reborn, LLC, who is also the owner of the subject parcel; and

WHEREAS, a public hearing notice, application and material were available for review on the borough web page under the heading *Public Notices & Announcements*; and

WHEREAS, the public hearing notice contained contact information consisting of a phone and fax number, including an email address; and

WHEREAS, the subject parcel (U.S. 3597) is the historic site known as The Roadhouse; and

WHEREAS, the current location and new constructed main building is approximately the same footprint as the previous historic building prior to burning down in 2012; and

WHEREAS, the Forks Reborn LLC dba Forks Roadhouse has a current MSB business license as No. 27594 and will expire on 12/31/2017; and

WHEREAS, the proposed hours of operation are 10:00 am to 2:00 am; due to remoteness of the location and variability of road conditions hours may deviate between the seasons depending on these and other business factors; and

WHEREAS, the applicant states on the liquor license renewal form there will be live music. The previous establishment also had live music; 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 previous establishment known as "The Forks Roadhouse" was a well-known historic site for a recreational playground area and a place to stop in and listen to music; and

WHEREAS, the Borough has no record of complaints filed under MSB Code 8.40 (Liquor License Referrals) against the existing beverage dispensaries in the area; and

WHEREAS, the nearest school off of Petersville Road is Trapper Creek Elementary School approximately 16 miles and the school is 2.7 miles from the intersection of Petersville Road and Parks Highway in Trapper Creek; and

WHEREAS, the nearest churches are located at mile 0.80 and mile 1.5 on Petersville Road, which is about 14 miles from the subject parcel, which is located at mile 18.7 Petersville Road; and

WHEREAS, the State of Alaska regulations preclude beverage dispensary licenses within 200 feet of a church; and

WHEREAS, the subject property is 5.0 acres in size; and

WHEREAS, the subject parcel designated area for the new establishment will occupy the southwest corner between two rights-of-way; and

WHEREAS, the constructed facility currently has a setback violation to the Petersville Road right-of-way in accordance with MSB 17.55; and

WHEREAS, the State of Alaska is working with the applicant to relocating the right-of-way (Petersville Road) to resolve a building setback violation under MSB 17.55. A Public Use Easement document is in the process of being prepared by the state and will be recorded prior to operation of the establishment for conformance with MSB 17.55; and

WHEREAS, a State of Alaska driveway permit is required off of

Petersville Road; and

WHEREAS, the subject parcel has three existing small cabins and an existing Quonset hut; and

WHEREAS, the cabins will be demolished due to their condition; the Quonset hut will be dismantled and removed off the property boundary line to resolve setback violation under MSB 17.55; and

WHEREAS, the constructed commercial building has a setback of 25.5 feet from the proposed relocation of the state right-of-way; and

WHEREAS, the adjacent and surrounding parcels are similar in size to the subject parcel and have recreational cabins owned by individual owners. The remainder of the land within the township, range and section of the northwest quarter, the southwest quarter and the northeast quarter are owned by the Matanuska-Susitna Borough, excluding the right-of-way, which is owned by the State of Alaska. Within the Southeast quarter there are two large parcels owned by individuals; and

WHEREAS, the establishment lot area will have a gravel parking area designated by the front door of the building, an existing right-of-way on the southwest corner and a new proposed public use easement on the northwest side of the new building. Other areas on the parcel consist of trees and natural vegetation; and

WHEREAS, there will be one unlit sign mounted on the building over the main entrance door with the dimensions of four feet by

three feet; and

WHEREAS, no other additional signage has been proposed.

WHEREAS, there is exterior lighting near all the exterior doors around the building; and

WHEREAS, the parking area is a large gravel area to accommodate at least 10 spaces; and

WHEREAS, the prepared easement plan by Alaska Rim Engineering dated March 15, 2017, shows the existing Petersville Road public use easement going through the subject parcel (U.S. 3597) and the proposed relocated public use easement; and

WHEREAS, the traffic patterns in this area were established previously on the historical site; and

WHEREAS, the establishment is located in a remote area off of a dirt road and limited to seasonal access by vehicles, which would not create any high level of traffic; and

WHEREAS, the road to the establishment is paved for the first 10 miles and four-wheel drive is recommended thereafter to reach the Forks Roadhouse; and

WHEREAS, Petersville Road is favorable to drive during the months of July through August, and June and September can be not so good; the rest of the time during the winter months after mile 14, there is a great deal of snow which requires a snowmachine to reach Forks Roadhouse; and

WHEREAS, the State of Alaska manages road systems in the

central region. The state identifies the function and class of Petersville Road as follows: beginning at zero milepost and ending at 2.6743 is a major collector (CDS Route 171300), beginning at 2.6743 and ending at 16.8933 is a minor collector (CDS Route 171300), and mile post 16.8933 to 37.0613 is a local road (CDS Route 171300). The subject parcel is located at milepost 18.7; and

WHEREAS, the applicant obtained a State of Alaska business transfer of ownership and name with a "no premise" liquor license for the years 2014/2015; and

WHEREAS, the applicant has applied for a "premise" liquor license for 2016/2017, which requires a MSB conditional use permit approved by the borough planning commission under MSB 17.70; and

WHEREAS, the surrounding area is predominantly recreational use; the character of the building is similar to the previous structure on a historical site that contributes to the character of the neighborhood as a central recreational hub; and

WHEREAS, the borough does not have prescriptive parking standards; however, the narrative by the applicant states there is a gravel area for parking with 10 spaces; and

WHEREAS, handicapped parking has not been identified separately from the general parking area, but there is at least one parking space that will accommodate necessary handicapped access; and

WHEREAS, the State of Alaska Division of Fire & Life Safety,

Plan Review Bureau states this is not in a fire service area and they do not review for parking spaces; and

WHEREAS, the establishment is not connected to any hard surface highway system to create a high level of traffic; and

WHEREAS, the clientele at this establishment should not greatly increase traffic as this is a remote recreational area and hours of operation are limited; and

WHEREAS, the location of this establishment being in a remote and undeveloped area, the traffic will be very low and similar to the previous generated traffic of all-terrain vehicles, modern four-wheel drive vehicles and snowmachines; and

WHEREAS, the subject parcel (U.S. 3597) is the historic site of The Roadhouse; and

WHEREAS, the current location and new constructed main building is approximately the same footprint as the previous historic building prior to burning down in 2012; and

WHEREAS, there is no alcohol-related accident data available for Petersville Road; and

WHEREAS, there were no records found with the state or borough that would indicate an increase in crime resulting from this development; and

WHEREAS, the Alcoholic Beverage Control Board (ABC) has no record of violations by the owners listed; and

WHEREAS, there have not been any complaints filed or

violations with the borough regarding the operation of an alcohol beverage dispensary at this location; and

WHEREAS, no information has been submitted to the borough indicating the applicant is untrustworthy or unfit to conduct business in the borough or that the applicant is a potential source of harm to the public.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby approves the aforementioned findings of fact and makes the following conclusions of law supporting approval of Planning Commission Resolution 17-24:

1. All requirements to demonstrate public notification have been met (MSB 17.03.020 (A) (1-4)).
2. All requirements to demonstrate the public hearing notice contained the required contents have been met (MSB 17.03.040 (A) (1-2)), and (MSB 17.03.040 (A) (1-6)).
3. The conditional 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)).
4. This conditional use will not be harmful to the public health, safety, convenience and welfare (MSB 17.70.100 (A) (1) (b)).

5. There are sufficient setbacks, lot area, buffers or other safeguards being provided (MSB 17.70.100(A)(1)(c)).
6. 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)).
7. There will not be any negative effect on 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)).
8. Measures are in place to reduce any negative effect upon adjacent and nearby properties due to the remoteness of the establishment, seasonal access, and natural landscaping (MSB 17.70.100(A)(2)(c)).
9. Due to the remoteness of the establishment, adequate parking is being provided to accommodate a reasonably expected customer base (MSB 17.70.100(A)(2)(d)).
10. Due to the remoteness of the establishment, access to the premises, should not create an unreasonable traffic hazard (MSB 17.70.100(A)(2)(e)).
11. Traffic will not overtax existing road systems (MSB 17.70.100(A)(2)(f)).

12. The character of the building is similar to the previous structure on a historical site that contributes to the character of the neighborhood as a central recreational hub, and is compatible with the character of the surrounding neighborhood and previous use (MSB 17.70.100(A)(2)(g)).
13. The existing establishment for the operation of the alcohol beverage dispensary (bar) in this remote location should not increase the crime rate, fatal and nonfatal injuries or increase accidents (MSB 17.70.110(B)(1)).
14. The applicant has not had a liquor license suspended or revoked in the 12 months preceding the application (MSB 17.70.110(B)(2)).
15. The applicant has demonstrated that he is not untrustworthy or unfit to conduct business in the borough or that the applicant is a potential source of harm to the public (MSB 17.70.110(B)(3)).

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Planning Commission finds this application does meet the applicable standards of MSB 17.70 and does hereby approve the conditional use permit for an alcohol beverage dispensary with the following conditions:

1. The owner and/or operator shall comply with all other applicable federal, state, and local regulations.
2. Failure to comply with any of the requirements in MSB 17.70 is a violation of the permit, and is subject to enforcement pursuant to MSB 17.70.215.
3. If the operation expands or alters from the information submitted in the application, an amendment to the conditional use permit shall be required.
4. Signage and lighting shall be limited to that which does not directly shine onto the adjacent properties or thoroughfares.
5. The operation shall comply with the maximum permissible sound level limits allowed, per the requirements of MSB 8.52 - Noise, Amplified Sound and Vibration.
6. All parking for the facility shall be on-site.
7. The applicant shall comply with all State Fire and Life Safety requirements.
8. Prior to operation, provide Development Services with an approved State of Alaska Driveway permit or a written statement from the applicable authority with the State of Alaska stating a driveway permit is not required.
9. Prior to operation, provide Development Services a copy of the State of Alaska recorded Public Use Easement and

attached documents on the relocation of Petersville Road within U.S. 3597 (T. 26 N., R. 8 W., Section 3, S.M.).

10. Prior to operation, provide Development Services the State of Alaska recorded document vacating the State of Alaska interest in the existing right-of-way of Petersville Road within U.S. 3597 to resolve the building setback violation under MSB 17.55 (T. 26 N., R. 8 W., Section 3, S.M.).
11. Borough staff shall be permitted to enter onto any portion of the property to monitor compliance with permit requirements. Such access will at minimum, be allowed on demand when activity is occurring and, with prior verbal or written notice, and at other times as necessary to monitor compliance. Denial of access to Borough staff shall be a violation of this Conditional Use Permit for an alcohol beverage dispensary.
12. This permit must be approved by the Matanuska-Susitna Borough Planning Commission. The decision may be appealed within 21 days of the date of approval by the

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Planning Commission in accordance with MSB 15.39 Board
of Adjustment and Appeals.

ADOPTED by the Matanuska-Susitna Borough Planning
Commission this 19th day of June, 2017.



COLLEEN VAGUE, Chair

ATTEST



MARY BRODIGAN, Planning Clerk
(SEAL)

*Passed Unanimously: Vague, Medley, Chesbro, Elder,
Glashan, and Rauchenstein*

RECEIVED
JUN 22 2017
CLERKS OFFICE

By: Sandra Swanger-Jensen
Introduced: June 5, 2017
Public Hearing: June 19, 2017
Action: Approved

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 17-25**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION APPROVING A CONDITIONAL USE PERMIT FOR THE OPERATION OF SETTLER'S BAY GOLF COURSE ALCOHOL BEVERAGE DISPENSARY (BAR) WITH FOOD SERVICE UNDER MSB 17.70, LOCATED AT 7307 S FRONTIER DRIVE, WASILLA; WITHIN TOWNSHIP 16 NORTH, RANGE 02 WEST, SECTION 03, SEWARD MERIDIAN.

WHEREAS, an application has been received from Settler's Bay Golf Course, LLC. dba Settler's Bay Golf Course for a conditional use permit under MSB 17.70 for the operation of an alcohol beverage dispensary (bar) with food service; and

WHEREAS, the Planning Commission has reviewed this application, associated materials, and staff report with respect to public notification set forth in MSB 17.03, and the standards in MSB 17.70.100, and MSB 17.70.110; and

WHEREAS, the proposed site is located within the Knik-Fairview Community Council boundary; and

WHEREAS, the Planning Commission conducted a public hearing on June 19, 2017 on this matter; and

WHEREAS, public hearing notices were mailed to all property owners within 600 feet of the subject property boundary line; and

WHEREAS, a total of 45 public hearing notices were mailed on May 19, 2017; and

WHEREAS, a public hearing notice was mailed to the Knik-Fairview Community Council; and

WHEREAS, a public hearing notice was published for general circulation on May 19, 2017 in the Frontiersman within the MSB public notice newspaper page; and

WHEREAS, a public hearing notice was posted on the borough web page on May 19, 2017 under the heading Public Notices & Announcements; and

WHEREAS, the public hearing notice contained the following: The MSB Planning Commission will conduct a Public Hearing meeting on Monday, June 19, 2017 at 6:00 p.m. in the Borough Assembly Chambers in Palmer, located at 350 E. Dahlia Avenue, Palmer, AK; and

WHEREAS, the public notice contain the following description: The Matanuska-Susitna Borough (MSB) Planning Commission will consider the following: Application: CONDITIONAL USE PERMIT (CUP) FOR ALCOHOL BEVERAGE DISPENSARY (BAR), MSB Code: MSB 17.70 - Regulation of Alcoholic Beverage Uses; Applicant: Settler's Bay Golf Course, LLC.; Location: 7307 S. Frontier Drive, Wasilla; Township 16 North, Range 02 West, Section 03, Seward Meridian, and Request: An application for a CUP has been submitted for the operation of an alcohol beverage dispensary (bar) with food service; and

WHEREAS, the public hearing notices information included the

physical address of the subject property: 7307 S. Frontier Drive, Wasilla, AK; and

WHEREAS, the public hearing notice contained the legal description for Settler's Bay Subdivision Unit No. 3, Phase I, within T. 16 N., R. 02 W., Section 03, Seward Meridian, and the borough tax account number as 2684000T00C-5; and

WHEREAS, the public hearing notice identified the applicant as Settler's Bay Golf Course, LLC., who is also the owner of the subject parcel; and

WHEREAS, a public hearing notice, application and material were available for review on the borough web page under the heading *Public Notices & Announcements*; and

WHEREAS, the public hearing notice contained contact information consisting of a phone and fax number, including an email address; and

WHEREAS, the established restaurant and golf course currently operates as a restaurant/eating place with liquor license (beer and wine) issued by the Alcoholic Beverage Control Board; and

WHEREAS, the adjacent subdivisions to the subject parcel is Settler's Bay Phase 2 to the west, Phase 3, 4, 5 & 9 in between the golf course to the north, to the east is Tidewater Landings Estate & Tidewater Landings Bluff, and to the southeast is Secluded Point Estate; and

WHEREAS, the Settler's Bay residential and commercial area is

situated approximately eight miles from downtown Wasilla off of Knik-Goose Bay Road; and

WHEREAS, the Pro-Shop and maintenance buildings on the subject parcel will remain the same as previous use; and

WHEREAS, the Albatross Restaurant has been in operation since 1984, and the Borough has not received any complaints related to vehicular parking on S. Frontier Drive; and

WHEREAS, the nearest other operating beverage dispensary is Settler's Bay Lodge off Knik-Goose Bay Road and S. Settler's Bay Drive driving approximately 1.7 miles; and

WHEREAS, the Borough has no record of complaints filed under MSB Code 8.40 (Liquor License Referrals) against the existing beverage dispensaries in the area; and

WHEREAS, the borough does not have a regulation adopted for the number of beverage dispensary licenses which can be obtained within a certain area; and

WHEREAS, the nearest schools are Dena'ina Elementary School about 4 miles from the Settler's Bay Golf Course establishment via South Knik-Goose Bay Road, and Redington High School 4.9 miles via South Knik Goose Bay Road. State regulations preclude beverage dispensary licenses within 200 feet of a school; and

WHEREAS, the nearest church is about 7.3 miles driving from this site via South Knik-Goose Bay Road. State regulations preclude beverage dispensary licenses within 200 feet of a church; and

WHEREAS, the Albatross Restaurant sits 60 feet back from the side property line and 165 feet from the right-of-way boundary line; and

WHEREAS, the west side of the building is buffered with trees from the golf course; and

WHEREAS, the parking lot is paved; and

WHEREAS, the outdoor service area will be open during the same business hours as the bar; and

WHEREAS, the hours of operation are from May to September between 11:00 am to 10:00 pm. open seven days a week; and

WHEREAS, the sign for the Settler's Bay Golf Course is at the entrance of the parking area with a spot light to shine directly at the sign. The lighting on the sign will not impact any residential homes; 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, traffic patterns have already been established with the established restaurant and golf course that currently operates as a restaurant/eating place with a liquor license (beer and wine) issued by the Alcoholic Beverage Control Board; and

WHEREAS, MSB driveway permits will be required to be obtained for all relevant driveways on subject parcel; and

WHEREAS, the operation has been operating at this location

since it was built in 1984; and

WHEREAS, the current establishment has a "premise" wine and beer license (premise), and is adding the service for an alcohol beverage dispensary; and

WHEREAS, there is a sign for the Settler's Bay Golf Course at the entrance of the parking area with a spot light to shine directly at the sign. The lighting on the sign will not impact any residential homes; and

WHEREAS, no other additional signage has been proposed; and

WHEREAS, the patio and deck area from the bar can be accessed without going through the bar area; and

WHEREAS, the Settler's Bay residential and commercial area is situated approximately eight miles from downtown Wasilla off of Knik-Goose Bay Road; and

WHEREAS, this establishment is accessed from S. Frontiers Drive off of a paved residential road with year around access; and

WHEREAS, serving alcohol will not increase demand for parking; and

WHEREAS, there are approximately 90 regular parking spaces; and

WHEREAS, there are two handicap parking spaces; and

WHEREAS, the *Trip Generation, 7th Edition* by the Institute of Transportation Engineers book identifies *Land Use: 932 High-Turnover (sit-Down) Restaurant* does not differentiate whether an

establishment serves alcohol or no alcohol; and

WHEREAS, there is no proposed new driveway for this facility;
and

WHEREAS, there are two access points into the restaurant
parking area; and

WHEREAS, traffic will be able to circulate and flow through
the parking area; and

WHEREAS, no new driveways are proposed for this facility; and

WHEREAS, state laws regulate that a person serving alcohol
cannot serve a drunken person or serve minors; and

WHEREAS, employees at this establishment are to be TAP
certified (Training for Alcohol Professionals) during their course
of employment with Albatross Restaurant; and

WHEREAS, the Alcoholic Beverage Control Board (ABC) has no
record of violations with Settler's Bay Golf Course or The
Albatross Restaurant; and

WHEREAS, there have not been any complaints filed or
violations with the borough regarding the operation of a beverage
dispensary at this location; and

WHEREAS, no information has been submitted to the borough
indicating the applicant is untrustworthy or unfit to conduct
business in the borough or that the applicant is a potential source
of harm to the public.

BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby approves the aforementioned findings of fact and makes the following conclusions of law supporting approval of Planning Commission Resolution 17-25:

1. All requirements to demonstrate public notification have been met (MSB 17.03.020(A)(1-4)).
2. All requirements to demonstrate the public hearing notice contained the required contents have been met (MSB 17.03.040(A)(1-2)), and (MSB 17.03.040(B)(1-6)).
3. The conditional 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)).
4. This conditional use will not be harmful to the public health, safety, convenience and welfare (MSB 17.70.100(A)(1)(b)).
5. There are sufficient setbacks, lot area, buffers or other safeguards being provided (MSB 17.70.100(A)(1)(c)).
6. 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)).

7. There will not be any negative effect on 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)).
8. Measures are in place to reduce any negative effect upon adjacent and nearby properties due to the existing development of residential and commercial use (MSB 17.70.100(A)(2)(c)).
9. Adequate parking is being provided (MSB 17.70.100(A)(2)(d)).
10. Access to the premises will not create an unreasonable traffic hazard (MSB 17.70.100(A)(2)(e)).
11. Increase in traffic, if any, will not overtax existing road systems (MSB 17.70.100(A)(2)(f)).
12. The use is compatible with the surrounding area; will not materially detract from the value, character and integrity of the surrounding neighborhoods (MSB 17.70.100(A)(2)(g)).
13. The existing establishment of the alcohol beverage dispensary (bar) should not increase the crime rate, fatal or alcohol related accidents in the area (MSB 17.70.110(B)(1)).

14. The applicant has not had a liquor license suspended or revoked in the 12 months preceding the application (MSB 17.70.110(B)(2)).

15. The applicant has demonstrated that he is not untrustworthy or unfit to conduct business in the borough or that the applicant is a potential source of harm to the public (MSB 17.70.110(B)(3)).

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Planning Commission finds this application does meet the applicable standards of MSB 17.70 and does hereby approve the conditional use permit for alcohol beverage dispensary with the following conditions:

1. The owner and/or operator shall comply with all other applicable federal, state, and local regulations.
2. Failure to comply with any of the requirements in MSB 17.70 is a violation of the permit, and is subject to enforcement pursuant to MSB 17.70.215.
3. If the operation expands or alters from the information submitted in the application, an amendment to the conditional use permit shall be required.
4. Signage and lighting shall be limited to that which does not directly shine onto the adjacent properties or thoroughfares.

5. The operation shall comply with the maximum permissible sound level limits allowed, per the requirements of MSB 8.52 - Noise, Amplified Sound and Vibration.
6. All parking for the facility shall be on-site.
7. Obtain all relevant MSB driveway permits for the subject parcel off of S. Frontier Drive within 90 days after approval of this conditional use permit.
8. Borough staff shall be permitted to enter onto any portion of the property to monitor compliance with permit requirements. Such access will at minimum, be allowed on demand when activity is occurring and, with prior verbal or written notice, and at other times as necessary to monitor compliance. Denial of access to Borough staff shall be a violation of this Conditional Use Permit for alcohol beverage dispensary.
9. This permit must be approved by the Matanuska-Susitna Borough Planning Commission. The decision may be appealed within 21 days of the date of approval by the Planning Commission in accordance with MSB 15.39 Board of Adjustment and Appeals.

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ADOPTED by the Matanuska-Susitna Borough Planning Commission
this 19th day of June, 2017.


Colleen VAGUE, Chair

ATTEST


MARY BRODIGAN, Planning Clerk

(SEAL)

YES: *Vague, Healy, Chesbro, Elden, Maska, and*
NO: *Rauchenstein*

RECEIVED

JUL 18 2017

CLERKS OFFICE

By: Mark Whisenhunt
Introduced: June 19, 2017
Public Hearing: July 17, 2017
Action: Approved

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 17-26**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION APPROVING A CONDITIONAL USE PERMIT FOR THE OPERATION OF A MARIJUANA RETAIL FACILITY AT 3361 WEST MACHEN ROAD, LOCATED WITHIN TOWNSHIP 17 NORTH, RANGE 1 WEST, SECTION 7; TAX ID# 2420B02L001, SEWARD MERIDIAN.

WHEREAS, an application has been received from Sean Tower of Rosebuds Shatter House, for a conditional use permit for the operation of a marijuana retail facility at 3361 West Machen Road, located within Township 17 North, Range 1 West, Section 7; Tax ID# 2420B02L001, 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 subject lot was developed for and has been used as commercial since 1999; and

WHEREAS, other than new signage and additional lighting, the subject structure has maintained the appearance and size since its original construction in 1999; and

WHEREAS, the proposed operation is wholly contained within the existing commercial building; and

WHEREAS, West Machen Road is dominated by commercial and industrial uses on its frontage; and

WHEREAS, the Parks Highway right-of-way abuts the parcel to the south. The Parks Highway and West Machen Road are both within the right-of-way; and

WHEREAS, to the south and west of the subject parcel there are several commercial uses and one church. To the north and east there is a mix of residential uses and vacant land. The city limits of Wasilla abut the subject property to the east; and

WHEREAS, the map labeled "Building Uses and Topography" dated June 30, 2017 shows the commercial nature of the uses on West Machen Road; and

WHEREAS, the closest school (a private pre-school known as, Bright Minds Learning Center) is approximately 3,000 feet away from the proposed use; and

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

WHEREAS, the subject lot accesses directly onto the frontage road known as West Machen Road; and

WHEREAS, West Machen Road is classified as a Major Collector, which is capable of accommodating traffic generated by several commercial retail businesses; and

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

WHEREAS, according to the application material, the proposed use has a robust security plan in place; 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, after proper notification of the State of Alaska Alcohol & Marijuana Control Office; all marijuana products deemed unusable will be mixed with saw dust and shredded paper, sealed in a container, and disposed of at a State of Alaska licensed marijuana cultivation facility or the Borough landfill; and

WHEREAS, the existing building is approximately 152 feet from the Parks Highway right-of-way, and approximately 30 feet from each side lot line; and

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

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

WHEREAS, according to the application material, all marijuana will be stored in sealed containers; and

WHEREAS, according to the application material, loitering will not be allowed; helping to ensure noise and odor will not be an issue; and

WHEREAS, no new landscaping or berms are planned or required by code; and

WHEREAS, the subject location has been used for commercial purposes for approximately 18 years; and

WHEREAS, on May 15, 2017, the State of Alaska Marijuana Control Board voted to approve the Rosebuds Shatter House Retail Marijuana Store License # 12022 with delegation; and

WHEREAS, a copy of the delegated approval for the Rosebuds Shatter House Retail Marijuana Store License # 12022 with delegation has been provided; and

WHEREAS, the Matanuska-Susitna Borough Fire Code Official has issued Plan Review #2017-126 for Tenant Improvement Approval; and

WHEREAS, a certificate of occupancy must still be issued by the Matanuska-Susitna Borough Fire Code Official upon completion of remodel work within the subject building; and

WHEREAS, the proposed use is approximately 750 square feet in size; and

WHEREAS, the minimum parking spaces required for a facility 750 square feet in size is 3 spaces; and

WHEREAS, according to the site plan, 6 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, according to the applicant, there are no vertical clearance limitations on site; and

WHEREAS, ADA guidelines require one van accessible parking space with an eight foot wide parking isle, for every 1 to 25 spaces; and

WHEREAS, according to the site plan, one van accessible parking space with an eight 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 July 17, 2017 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 17-26:

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

1. The owner and/or operator 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.

RECEIVED
JUL 18 2017
CLERKS OFFICE

By: Alex Strawn
Introduced: June 19, 2017
Public Hearing: July 17, 2017
Action: Approved

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 17-27**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION RECOMMENDING APPROVAL OF AN ORDINANCE AMENDING MSB 17.55 SETBACKS AND SCREENING EASEMENTS, AMENDING DEFINITIONS, CLARIFYING WHICH STRUCTURES ARE EXEMPT FROM WATERBODY SETBACKS, AND ELIMINATING UNNECESSARY LANGUAGE.

WHEREAS, Assembly ordinance 17-088 modifies the definition of "structure," creates definitions for "aircraft hangar," "boathouse," "ordinary high water mark," and "below ground structure," and eliminates the definition of "shorelands"; and

WHEREAS, the purpose of setbacks are to provide for light and air, fire protection, traffic safety, prevention of overcrowding, rest and recreation, solving drainage problems, protecting the appearance and character of neighborhoods, conserving property values, and promoting a variety of aesthetic and physiological values; and

WHEREAS, removal of setbacks for underground objects would preserve the purpose of ROW setbacks, remedy many violations throughout the Borough, and would not create an impediment to maintenance, safety, or thoroughfare of public rights-of-way; and

WHEREAS, the term "watercourse" is not currently defined in MSB title 17 and the definition within the Illustrated Book of Development Definitions is overly broad for setback purposes; and

WHEREAS, the ordinance will include a definition for the term "high water mark" which is not currently defined within title 17; and

WHEREAS, the definition of "shorelands" within MSB 17.55.015 is being deleted because it is not used within MSB 17.55; and

WHEREAS, a definition and specific standards for what constitutes a "boathouse" or "aircraft hangar" is being added to finally codify a longstanding administrative definition held by the Borough.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby recommends approval of Assembly Ordinance 17-088.

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ADOPTED by the Matanuska-Susitna Borough Planning Commission
this 17th day of July, 2017.


MARY ANDERSON, Vice Chair

ATTEST


MARY BRODIGAN, Planning Clerk
(SEAL)

YES: *Anderson, Chusbro, Elder, Gaskan, and*
NO: *Rauchenstein*

4. The hours of operation shall not exceed 10:00 a.m. - 10:00 p.m., Monday through Saturday.
5. Prior to operating, a copy of the certificate of occupancy issued by the MSB Fire Code Official must be provided to the MSB Development Services Division.
6. 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.

ADOPTED by the Matanuska-Susitna Borough Planning Commission this 17th day of July, 2017.


MARY ANDERSON, Vice Chair

ATTEST


MARY BRODIGAN, Planning Clerk

(SEAL)

YES: *Anderson, Chasko, Elder, Glashan, and Rauchenstein*
NO:

The regular meeting of the Matanuska-Susitna Borough Platting Board was held on May 18, 2017, at the Matanuska-Susitna Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 1:00 p.m. by Chair 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. Dennis Vau Dell, District #5
Mr. Patrick Johnson, District #6

Platting Board member excused or absent: _

Mr. Stan Gillespie, District #3 - Excused
Mr. Jordan Rausa, District #4 (Vice Chair) - Excused
Mr. Roger Purcell, District #7 - **Absent**
Mr. Marty Van Diest, Alternate 1 - Excused
Mr. Gregory Pugh, Alternate 2 - Excused

Staff in attendance:

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

GENERAL CONSENT: The agenda was approved without objection.

2. APPROVAL OF MINUTES

A. Chair Jay Van Diest inquired if there were any changes to the minutes for April 20, 2017.

GENERAL CONSENT: The minutes for April 20, 2017 were approved without objection.

B. Chair Jay Van Diest inquired if there were any changes to the minutes for April 27, 2017.

GENERAL CONSENT: The minutes for April 27, 2017 were approved without objection.

3. UNFINISHED BUSINESS

None

4. PUBLIC HEARINGS

A. JEWEL ESTATES

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

- Stated that 57 public hearing notices were mailed out on April 26, 2017.

Cheryl Scott, Platting Technician, provided a staff report:

- Gave an overview of the case, # 2017-029.

Chair Jay Van Diest

- Opened the public hearing and asked any members of the public wishing to speak to come forward. Seeing no members of the public wishing to speak, closed the public hearing.

Amber Crawford (Petitioner)

- Agrees with all the recommendations.

MOTION:

- Johnson moved to approve the preliminary plat for Jewel Estates. The motion was seconded.

VOTE:

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

TIME: 1:11 P.M.

CD: 0:09:07

B. FISHHOOK DAIRY ADDITION 1

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

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

- Stated that 41 public hearing notices were mailed out on April 26, 2017.

Peggy Horton, Platting Technician, provided a staff report:

- Gave an overview of the case, # 2017-031.
- Would like to reword or remove recommendation #4.

Chair Jay Van Diest

- Opened the public hearing and asked any members of the public wishing to speak to come forward. Seeing no members of the public wishing to speak, closed the public hearing.

Pio Cottini (Petitioner's Representative)

- Agrees with all the changes to the recommendations.

MOTION:

- Johnson moved to approve the preliminary plat for Fishhook Dairy Addition 1. The motion was seconded. Remove recombination #4 and modify finding #6.

DISCUSSION:

- Discussion on access for Lot 3A and 3B.

RECOMMENDATIONS:

- Remove #4.

FINDINGS:

- Modify #6: Useable area determination was provided by a registered engineer as required by MSB 43.20.281, Area. Test hole logs are dated March 2017. The project's civil engineer, who has lived on the property for over 36 years, used local knowledge and experience and/or combination of methods allowed in MSB 43.20.281(A)(1)(d) to determine the seasonal high water table to be at an elevation of 472 feet.

VOTE:

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

TIME: 1:31 P.M.

CD: 0:28:00

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

Gary LoRusso

- Asked if the platting board would be going over the substantial changes on Title 43 that they worked on last year.

Pio Cottini

- Asked the board if they can wait to do the changes to Title 43 until after the summer, as the construction season has already started.

5. ITEMS OF BUSINESS & MISCELLANEOUS

A. Special Meeting Session on amendments and changes to Title 43.

The Chair, Jay Van Diest Suspended the Rules.

Platting Board went over draft changes to Title 43 from 5/11/2017 and Resolution 2017-59.

TIME: 3:40 P.M.

CD: 01:52:10

BREAK

TIME: 3:52 P.M.

CD: 01:52:27

Platting Board went over draft changes to Title 43 from 5/11/2017, Lot and Block Design, Frontage, Lot Dimensions in water bodies, and Resolution 2017-59.

The Chair, Jay Van Diest, brought the meeting back to Rules of Order.

MOTION:

- Johnson moved to approve the ordinance modifications to the draft changes to Title 43 from 5/11/2017 on MSB 43.20.300, Lot and Block Design, MSB 43.20.320, Frontage, and MSB 43.20.340, Lot Dimensions. The Motion was seconded.

DISCUSSION:

- Discussion on the word pursuant.

VOTE:

- The motion passed with all in favor.

MOTION:

- Anderson moved to approve Resolution 2017-59. The motion was seconded.

VOTE:

- The motion passed with all in favor.

6. RECONSIDERATIONS/APPEALS

7. PLATTING STAFF & OFFICER COMMENTS

- There are 3 cases to be heard at the next Platting Board Meeting.

8. BOARD COMMENTS

- Anderson commented on the hard work that has been done on Title 43.

9. ADJOURNMENT

- With no further business to come before the Platting Board, Chair Jay Van Diest adjourned the meeting at 5:10 p.m. (CD: 03:46:41)

Attest:


Jay Van Diest, Chair


Sloan Von Gunten, Administrative Specialist

The regular meeting of the Matanuska-Susitna Borough Platting Board was held on June 1, 2017, at the Matanuska-Susitna Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 1:00 p.m. by Chair 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. Stan Gillespie, District #3
Mr. Patrick Johnson, District #6

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Platting Board member excused or absent:

Mr. Jordan Rausa, District #4 (Vice Chair) - **Absent**
Mr. Dennis Vau Dell, District #5 - Excused
Mr. Roger Purcell, District #7 - **Absent**
Mr. Marty Van Diest, Alternate 1 - Excused
Mr. Gregory Pugh, Alternate 2 - Excused

Staff in attendance:

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

B. THE PLEDGE OF ALLEGIANCE

- The pledge of allegiance was led by LaMarr Anderson.

C. APPROVAL OF THE AGENDA

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

GENERAL CONSENT: The agenda was approved without objection.

2. APPROVAL OF MINUTES

A. Chair Jay Van Diest inquired if there were any changes to the minutes for May 4, 2017.

GENERAL CONSENT: The minutes for May 4, 2017 were approved without objection.

B. Chair Jay Van Diest inquired if there were any changes to the minutes for May 11, 2017.

GENERAL CONSENT: The minutes for May 11, 2017 were approved without objection.

3. UNFINISHED BUSINESS

None

4. PUBLIC HEARINGS

A. OLD KNIK ROAD

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

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

- Stated that 118 public hearing notices were mailed out on September 1, 2016 and was continued from April 6, 2017 platting board hearing.

Peggy Horton, Platting Technician, provided a staff report:

- Gave an overview of the case, # 2016-091/093/094.
- Petitioner would like to continue the case till August 17, 2017.

Chair Jay Van Diest

- Opened the public hearing and asked any members of the public wishing to speak to come forward. Seeing no members of the public wishing to speak, kept the public hearing open.

MOTION:

- Gillespie moved to continue Old Knik Road to August 17, 2017. The motion was seconded.

VOTE:

- The motion passed with all in favor.

TIME: 1:12 P.M.

CD: 0:09:30

B. STANNARD & SLEV

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

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

- Stated that 43 public hearing notices were mailed out on May 10, 2017.

Cheryl Scott, Platting Technician, provided a staff report:

- Gave an overview of the case, # 2017-032/033.

Chair Jay Van Diest

- Opened the public hearing and asked any members of the public wishing to speak to come forward. Seeing no members of the public wishing to speak, closed the public hearing.

The Petitioner and the Petitioner's Representative were not present at the meeting.

MOTION:

- Johnson moved to approve the preliminary plat and vacation of a portion of the Section Line Easements for Stannard. The motion was seconded.

VOTE:

- The motion passed with all in favor. There are 13 findings.

TIME: 1:25 P.M.

CD: 0:21:24

C. FISHER'S CORNER & VACATION

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

- Stated that 243 public hearing notices were mailed out on May 10, 2017.

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

- Gave an overview of the case, # 2017-038/039.

Chair Jay Van Diest

- Opened the public hearing and asked any members of the public wishing to speak to come forward. Seeing no members of the public wishing to speak, closed the public hearing.

Paul Hulbert (Petitioner's Representative)

- Does not agree with recommendation #5.

MOTION:

- Johnson moved to approve the preliminary plat and the partial vacation of the 20' wide alley for Fisher's Corner. The motion was seconded. Modify finding #9 and Add #12.

DISCUSSION:

- Discussion on zoning.

MOTION TO AMEND:

- Anderson moved to amend the motion to remove Recommendation #5 for Fisher's Corner. The motion was seconded.

VOTE: *

- The motion failed with 3 in favor (Anderson, Gillespie, and Van Diest) and 1 against (Johnson)

FINDINGS:

- Modify #9: A geotechnical report was not required, pursuant to MSB 43.15.025(B). The parcel is served by the City of Palmer Water and Sewer.
- Add #12: The City of Palmer Planning and Zoning Commission has recommended the rezoning of the parcels from R-2 to G-C. The recommended approval will be sent to the

City of Palmer City Council for final approval.

VOTE:

- The motion passed with all in favor. There are 12 findings.

TIME: 1:46 P.M.

CD: 0:43:15

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

5. ITEMS OF BUSINESS & MISCELLANEOUS

A. Special Meeting Session on amendments and changes to Title 43.

The Chair, Jay Van Diest Suspended the Rules.

DISCUSSION:

- Discussion on Title 43 Substantial Items, Ordinance 17-033.

TIME: 2:44 P.M.

CD: 01:41:17

BREAK

TIME: 3:07 P.M.

CD: 02:03:05

DISCUSSION:

- Continued discussion on Title 43 Substantial Items, Ordinance 17-033.
- Write up draft points for a memo for the assembly meeting on Title 43.

The Chair, Jay Van Diest, brought the meeting back to Rules of Order.

MOTION:

- Gillespie moved to approve a memorandum on Title 43 ordinance 17-033 and Parking Lot items and that the Platting Board Chairman to represent the board at the upcoming assembly meeting on June 6, 2017. The motion was seconded.

VOTE:

- The motion passed with all in favor.

TIME: 3:53 P.M.

CD: 02:50:06

6. RECONSIDERATIONS/APPEALS

7. PLATTING STAFF & OFFICER COMMENTS

- There is 1 case to be heard at the next Platting Board Meeting.

- Went over a letter on Appointment, Removal and Vacancy for Platting Board Members.

8. BOARD COMMENTS

- Johnson commented on the changes being made

9. ADJOURNMENT

- With no further business to come before the Platting Board, Chair Jay Van Diest adjourned the meeting at 4:08 p.m. (CD: 03:05:11)

Attest:



Sloan Von Gunten, Administrative Specialist


Jay Van Diest, Chair

MATANUSKA-SUSITNA BOROUGH
PORT COMMISSION

CLERKS OFFICE

REGULAR MEETING
May 15, 2017

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

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

Commission members present and establishing a quorum were:

Mr. Steven Borell
Mr. Tim Anderson
Ms. Helga Larson
Ms. Claudia Roberts
Mr. Rob Brown (by phone)
Mr. Michael Janecek

Commission members not in attendance: Mr. Bryan Scoresby

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 as written.

III. APPROVAL OF MINUTES: April 17, 2017

GENERAL CONSENT: The minutes were approved as written.

IV. AUDIENCE INTRODUCTION

Assemblymen Jim Sykes, Mr. Nick Spiropoulos, Borough Attorney and Ms. Glenda Smith, Borough Land Management each introduced themselves, followed by Mr. Eugene Carl Haberman, member of the public introducing himself.

V. GUEST SPEAKER: None.

VI. STAFF REPORTS

A. Borough Manager, Mr. John Moosey:

1. Budget History

- Sources of revenue include dockage and wharfage, property taxes, and leases
- Capital expenditures include construction, rail and repairs

- Intent is to have revenues match expenses and eventually exceed them
- Progress stalled since the funding of the rail project stopped
- Discussion continued regarding how to generate revenue, keep costs down, potential opportunities and how to market the port

B. Internal Auditor, Mr. James Wilson:

1. Astoria Forest Products
 - Currently reviewing the timber study recently completed by the Borough
 - Waiting to see what happens with NPI before making decision
 - Discussion followed
2. NPI
 - Approached the borough about leaving Port
 - Have negotiated business points which will ultimately be drawn up as legal papers
 - Discussion followed
3. Ferry Update
 - Working with Darren Starr, Risk Management Consultant
 - Final letter should be turned over for legal review next week

C. Port Operations Manager, Ms. Therese Dolan:

1. Barge Dock Repair
 - No additional damage has occurred to the dock this spring
 - Sandstrom and Sons was awarded the contract for Phase I of the repairs
 - PND Engineers will provide construction management and oversight
 - Expect road weight restrictions to be lifted about the same time the steel is scheduled to arrive from the lower 48 in early June
 - Working with PND to finalize the plans for Phase II of the repair
 - Final letter should be turned over for legal review next week
2. Cathodic Protection
 - Sleds are currently under construction and should be completed by the end of August
 - Will likely wait to install them until barge dock repair is completed
3. Barge Dock Insurance Claim (2016)
 - Boutet Engineering is preparing their analysis
 - Once completed the appeal/rebuttal will be sent to Chubb Insurance for reconsideration
4. Port Tariff
 - Will be ready for the Port Commission's review at next meeting and then will be sent to legal, before eventually going to the Assembly
5. GANNT Charts: Minor changes

VII. ITEMS OF BUSINESS

A. UNFINISHED BUSINESS: None.

B. NEW BUSINESS:

1. Proposed FM Broadcast Tower, Ms. Glenda Smith, Land Management
 - Tower is 205 feet tall, elevation is 355 feet, total height is 560 feet
 - Could not locate with other towers at the Port because signal is obstructed
 - Have FAA certification and JBER approval
 - Questions and discussion revolved around aviation safety
 - Suggestion was made to require it be lit in the contract

VIII. AUDIENCE PARTICIPATION

A. Mr. Sykes: Expressed concerns about KABATA's ROW in the area of the proposed tower and asked how much revenue the tower would generate. Ms. Smith clarified that the tower is not in the KABATA ROW and she stated the tower would generate approximately \$900 a month.

B. Mr. Eugene Carl Haberman: No comment.

C. Ms. Smith: Alutiiq has had an offer on their building, contingent on the lease being assigned. That company would be shipping a barge a month out of the Port.

D. Mr. Spiropoulos: No comment.

IX. COMMITTEE AND STAFF CLOSING COMMENTS

Port Commissioners and Assembly representatives made their closing comments. Chairman Borell made his usual comment that the most important piece of property for the Matsu Borough and probably the interior of Alaska is Port MacKenzie.

X. ADJOURNMENT The meeting adjourned at 4:23 p.m.

ATTEST:


Therese M. Dolan, Port Operations Manager
Minutes Approved 6/19/17


Steven Borell, Chairman

MATANUSKA-SUSITNA BOROUGH
PORT COMMISSION RESOLUTION SERIAL NO. 17-04

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PORT COMMISSION RECOMMENDING THE ASSEMBLY OPPOSE ORD 17-081, AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY TO ENTER INTO A LEASE OF BOROUGH OWNED REAL PROPERTY TO CONSTRUCT, INSTALL, MAINTAIN, REPAIR, OPERATE AND MANAGE A BROADCAST TOWER SITE. (MSB 007173)

WHEREAS, the duties of the Port Commission are established in MSB 18.03.030 and include recommending to the Assembly

"...approval of leases of port district land..."; and

WHEREAS, proposed Ord 17-081 would commit the Borough to a long term lease in the port district; and

WHEREAS, the impact of Ord 17-081 on potentially beneficial industrial and commercial activities currently under consideration has not been examined in detail; and

WHEREAS, the land use proposed in Ord 17-081 is inconsistent with the Port Master Plan which designates the site for gravel extraction, an access road and adjacent port related commercial or industrial activities; and

WHEREAS, a broadcast tower is not an allowed principal use or structure inside the port commercial district as established in MSB 17.23.105; and

WHEREAS, initial analysis of the proposed location indicates a broadcast tower may create an aviation safety hazard inside the port district; and

WHEREAS, the tower would be located in an area where pilots operating under Visual Flight Rules (VFR) must transition down to 600 feet above mean sea level (MSL) or less in order to fly below Elmendorf airspace as they approach and cross Knik Arm; and

WHEREAS, during times of low ceilings pilots will be focused on maintaining safe separation from other aircraft; and

WHEREAS, the top of the proposed tower would be just a few feet below 600 feet MSL;

NOW, THEREFORE, BE IT RESOLVED, the Matanuska-Susitna Borough Port Commission recommends the Assembly oppose Ord 17-081.

ADOPTED by the Matanuska-Susitna Borough Port Commission this 19th day of June, 2017.


Steve Borell, CHAIRMAN

ATTEST:


THERESE DOLAN, PORT OPERATIONS MANAGER

(SEAL)

MATANUSKA-SUSITNA BOROUGH
TRANSPORTATION ADVISORY BOARDREGULAR MEETING MINUTES
Wednesday, May 24, 2017

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

The regular meeting of the Matanuska-Susitna Borough Transportation Advisory Board was held on Wednesday, May 24, 2017, at the Matanuska-Susitna Borough Lower Level Conference Room, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 3:27 pm by Chair Mr. David Lundin.

Transportation Advisory Board members present and establishing a quorum were:

Mr. David Lundin
Mr. Dan Elliott
Ms. Beth Fread
Ms. Cindy Bettine
Mr. Antonio Weese

Staff and Agency Representatives in attendance were:

Ms. Jessica Smith, MSB Transportation Planner
Ms. Karol Riese, Clerk
Ms. Eileen Probasco, MSB Director of Planning
Ms. Sara Jansen, Planning Services Chief
Ms. Melanie Nichols, Area Planner Alaska DOT & PF
Ms. Jennifer Tew, Valley Transit
Ms. Rachel Greenburg, Mat-Su Transit Coalition

II. APPROVAL OF TODAY'S AGENDA

MOTION: Ms. Beth Fread moved to approve today's agenda; Mr. Antonio Weese seconded.

DISCUSSION: Mr. David Lundin suggested an addition to add IM No. 17-075/OR No. 17-043 (legislation regarding TAB) to the Agenda after IV. Audience Introduction.
Ms. Cindy Bettine would like to add something regarding Membership.

VOTE: Motion to approve the amended agenda passes without objection.

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Ms. Beth Fread.

IV. AUDIENCE INTRODUCTION

Ms. Jessica Smith, MSB Transportation Planner
Ms. Karol Riese, Clerk
Ms. Eileen Probasco, MSB Director of Planning
Ms. Sara Jansen, Planning Services Chief
Ms. Melanie Nichols, Area Planner Alaska DOT & PF
Ms. Jennifer Tew, Valley Transit

V. RESOLUTION UPDATE/MEMBERSHIP

Mr. David Lundin gave a brief summary regarding the Assembly meeting (May 16) with respect to IM No. 17-075/OR No. 17-043 (legislation regarding TAB). Mr. David Lundin spoke at the meeting on behalf of the board and gave the Assembly the process the board went through for TAB's Resolution; Ms. Beth Fread spoke as a citizen and the TAB board being in compliance with Federal Regulations. An Assembly Member requested to table the TAB Ordinance until the next meeting (June 20); an Assembly Member asked if Mr. Lundin could assist with rewriting the Resolution.

Ms. Cindy Bettine said if the makeup of the board is one of the things they like, we should think positively about getting the makeup of the board changes that we were recommending at that we try to fill the seats appropriately so we don't have quorum issues; a transition plan is needed – Mr. David Lundin will bring that up to the Assembly Member.

VI. STAFF/AGENCY/BOARD REPORTS & PRESENTATIONS

A. Cities

1. Houston
No representative
2. City of Palmer
No representative
3. City of Wasilla
No representative

B. ADOT&PF

1. Ms. Melanie Nichols gave a brief summary of the Big Lake Pedestrian Study and the upcoming meetings. Should have a final report by next June.

C. Valley Transit

1. Ms. Jennifer Tew gave an update on the transit merger; Valley Transit will be the official name as of July 1, 2017; changing service towards demand response (door to door service); zoned approach for the fair; new board members; Valley Transit Advisory Committee; State reduced funding – with that and moving the School District contract led to 1/3 of budget cut.

D. Mat-Su Transit Coalition

1. Ms. Rachel Greenburg gave a brief report of the Mat-Su Transit Coalition. March meeting was about barriers and solutions. Looking to create a system in the Borough, ie; RideShare.

E. Matanuska Susitna Borough

1. Ms. Jessica Smith gave a brief summary Of the Long Range Transportation Plan (LRTP) Road show.
2. Boards & Commissions
 - a) Parks, Recreation & Trails Advisory Board (PRTAB)
Ms. Cindy Bettine – nothing to report.

- b) Road Service Areas (RSAs)
Mr. Dan Elliott - weight restriction off; started crack sealing;
House Bill 156 summary; Resolution to Assembly for road
bond from RSAs.
- c) Aviation Advisory Board (AAB)
Mr. David Lundin - nothing to report.

VII. AUDIENCE PARTICIPATION (*3 minutes per person*)
None.

VIII. APPROVAL OF MINUTES
A. February 22, 2017

MOTION: Ms. Beth Fread moved to approve the minutes; Mr. Antonio Weese
seconded.

VOTE: Motion approved unanimously.

MOTION: Ms. Cindy Bettine moved to extend the meeting to 5:15pm; Ms. Beth
Fread seconded.

VOTE: Motion approved unanimously.

IX. ITEMS OF BUSINESS

- A. CIP/STIP Differences
Ms. Sara Jansen gave a brief summary of the differences.

X. MEMBER COMMENTS

Ms. Beth Fread: No. I wish you luck with working with Assemblyman Beck.

Mr. Dan Elliott: If we have meetings like the last meeting since February, we
better meet more often.

Ms. Cindy Bettine: I sort of feel like I need to apologize to the group for my
dismay in the way I started out the meeting, especially after being late but I do
strongly feel that there needs to be better communication between staff and
board; will call Eileen with respect to not being informed.

Mr. David Lundin: Next meeting June 6th work session on LRTP.

XI. NEXT MEETING:
LRTP Work Session
June 6, 2017
3:00 – 5:00 PM
Lower Level Conference Room

Regular Meeting
June 21, 2017
3:00 – 5:00 PM
Lower Level Conference Room

XII. ADJOURNMENT
Meeting adjourned at 5:18 PM



Mr. David Lundin, Chair

6/23/17

Date

ATTEST:



Karol Riese, TAB Clerk

6/23/17

Date

West Lakes Fire Service Area Board of Supervisors

Meeting Minutes
West Lakes Station 73
1250 Spring Drive, Meadow Lakes, Alaska
May 8, 2017

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CALL TO ORDER:

Chair William Browne called to order the regular meeting of the West Lakes Fire Service Area Board of Supervisors at 6:00pm on May 8, 2017 at Station 73 at 1250 Spring Drive in Meadow Lakes

ROLL CALL AND DETERMINATION OF QUORUM:

Board members present and establishing a quorum:

Chair William Browne, Corky Matthews, and Cathi Kramer by phone

Also present:

Assembly Member Dan Mayfield, District Chief John Fairchild, Deputy Director Ken Barkley, WL Secretary LuJean Fetchenhier, and Battalion Chief James Keel

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES – APRIL 10, 2017

The minutes were approved as written.

CHIEF'S REPORT:

- *See attached*
- There were 36 runs last month including 9 fire, 13 rescue, 4 false alarms, 1 hazmat, and 9 other responses.
- Director Barkley commented on the Prevention officer's efforts to obtain CO monitors and smoke alarms to install in homes in the community. This is huge; it is commendable for West Lakes to be so proactive with this. These detectors are the first line of defense. And to be so visible in the schools too. I've even had one of the principals come up to me and comment on it.
- An update on the budget: It has been approved and includes a new engine and asphalt repairs. Also to replace the old Support 72 that has over 200,000 miles on it. The fund balance still shows approximately \$600,000.
- A full-time admin assistant position has been approved for Fleet Maintenance. It will be a shared position with West Lakes.
- The new water well has tested good, although I have not seen the report. They did find an old well on the property that can possibly be used as non-potable source for filling up trucks, etc.

NEW BUSINESS:

- Ms. Kramer has arranged to get the pumps at Horseshoe Lake serviced and would like to arrange a time to show several people where the pumps are and what equipment is there.

Reach Road and practiced setting up ladders, belay lines and removing victims from train windows and did a walkthrough of the train with Alaska Railroad personnel.

- On 4/28 Rescue conducted mass casualty incident drill with Alaska Railroad, MSB, Houston FD, Red Cross and EMS at the train site off Millers Reach Road. The incident involved 41 victims in a mock scenario where Fire/Rescue personnel had to triage patients and remove them from the train, turn them over to EMS where they were further evaluated and transported to the proper location.
- On 4-29 West Lakes Hazmat spill drill with Alaska Railroad and the MSB hazmat team where we had a train derailment and spill from a tanker car. MSB hazmat team set up decon, preformed recon on the area and plugged the leak while waiting the railroads spill response team.
- West Lakes had 3 responders take and pass the Advance Firefighter test.
- BFF class started on April 13th. That class will run through May 21st.
- Capt. Keel is working with LT. Manley and Blydenburgh from DOF about a S212 saw class for our responder as well as Houston, Willow and Caswell that will be held after green-up.

Budget:

- One area is the on-call responder non-employee comp that is running low, added more for the 2018 budget cycle. We are running 55 active on-call responders which is up from the 25 active that we have been running in years past.
- Budget is before the assembly, as of today all is moving forward.
- Fund Balance per finance after the new budget is in effect will be ~ \$609,915.

Operations:

- St-73 ground breaking set for May 9th at 11 am. Ground clearing complete and foundation being poured. New water well has been drilled. 95% review is in progress. Picking finishes for interior and exterior.
- Live fire training conducted at St-82 for Palmer, Butte and Sutton FF-1 class.
- New Forestry code plugs for state wide deployment channel completed on all mobile equipment. We will be getting the portable equipment completed starting May 3rd and 4th.
- CV-71 in service, CV-81 to BC Keel and CV-82 as duty truck.
- Hose drying units at 71 and 81 are vented outside to stop moisture build up in the stations.
-

West Lakes Fire Service Area Board of Supervisors



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

ATTEST:



LUJEAN FETCHENHIER, Secretary, West Lakes FSA F.D.

Minutes approved: 6/12/17 (WL FSA B.O.S.)

**CENTRAL MAT-SU FSA & WEST LAKES FSA
BOARD OF SUPERVISORS MEETING**

**West Lakes Public Safety Building – Station 73
1250 Spring Drive
Meadow Lakes, Alaska 99623**

June 12, 2017

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MEETING MINUTES

I. CALL TO ORDER

The meeting of the West Lakes and Central Mat-Su Fire Service Area Joint Boards of Supervisors was called to order at 7:10PM at West Lakes Public Safety Building Station 73 at 1250 Spring Drive in Meadow Lakes, Alaska by Chairman William Browne on **June 12, 2017**.

II. ROLL CALL AND DETERMINATION OF QUORUM

Board Members present and establishing quorums:

West Lakes FSA: Bill Browne, Chairman, Cathi Kramer, Corky Matthews, Rae Arno, Vice Chair, and Steve Simpson

Central Mat-Su FSA: Brian Davis, David Eller, Vice Chair, Ken Slauson, Chair, Dan Tucker, and Jim Jameson

Also present:

From West Lakes: Chief John Fairchild, Firefighter Tyler Buff, Captain Larry Fetchenhier, and Admin LuJean Fetchenhier

From Central MatSu: Chief James Steele, Firefighter Max Sager and Benny Cottle

Also: Assemblyman Randall Kowalke, Finance Director Cheyenne Heindel, Deputy Director of Fire Ken Barkley, and Borough Manager John Moosey

III. PLEDGE OF ALLEGIANCE

Mr. Browne asked Mr. Eller to lead "The Pledge of Allegiance".

IV. APPROVAL OF AGENDA

Mr. Slauson requested two items be added to the agenda under New Business:

- PERS rates
- Central MatSu positions

V. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

A. MOTION: Ms. Kramer moved, Mr. Simpson seconded to approve West Lakes FSA minutes as written. VOTE: the motion passed unanimously.

B. MOTION: Mr. Tucker motioned to approve Central MatSu FSA meeting minutes, Mr. Jameson seconded. VOTE: the motion passed unanimously.

**CENTRAL MAT-SU FSA & WEST LAKES FSA
BOARD OF SUPERVISORS MEETING**

VI. REPORTS

A. Chief Fairchild reported for West Lakes:

- We had 34 runs for the month of May – 1 structure fire, 2 brush fires, 3 rubbish fires, 12 rescue calls, 2 hazmat calls, and 14 other responses.
- Kidde donated 30 CO monitors to us. This is in addition to the 36 that First Alert shipped to us in response to inquiries from our Prevention officer. Prevention also participated in the Willow Firewise event with the correct burn barrel and a table of information. The same with the Meadow Lakes Community picnic. The Big Lake Teens got some fire extinguisher training with our simulator also. We also participated in the Meadow Lakes Elementary graduation day. Scheduling for Fire Prevention month 2017 visits to the schools is starting now too.
- Regular training has included wildland operations, low angle rescue, scba, ISO drills, and we did have the live fire training for the Basic firefighter class completion at the training tower.
- All apparatus is up and running except for SV82. Last report is that we are waiting for a transmission to come in for it. That's the old '96 pickup.
- Station 73 is moving forward quickly. They have all the footers set around the whole perimeter. They've laid a lot of the piping and everything inside the bays and are getting ready to pour concrete on top. They did cap our tank system so far and, hopefully, late this week or next week they can start pouring floors. I think the steel for the walls might be here early next week also.
- We've gotten all but a few of the portable radios reprogrammed for Forestry.
- We got five new thermal imagers in and will be spreading those out among the trucks.
- The training tower repairs were completed and certified for another year.
- Fire Boats 81 & 82 are both in service and on the lake with 82 ready to be trailered elsewhere if needed.
- The Red Alert options have been finalized and it will cost about \$24,000 instead of the \$40,000 that it would have cost to switch to FireHouse. It is coming in a lot cheaper thanks to a lot of work by Chief Steele.
- We received the 8x8 Argo from Sutton and as soon as they get their other ATV, they will bring us the 6x6 Argo also.
- July 4 we will have a dinner, or family picnic out at Horseshoe Lake hosted by Megan Huntley. The Board of Supervisors is invited. We'll start about 4pm just for a fun day with the families instead of a training Tuesday. I'll be sending out an email reminder.

B. Chief Steele reported for Central MatSu:

- During the month of February we had 159 calls including 25 fire related. Of those 10 were building fires, 3 vehicle, 12 brush fires, and 3 trash or dumpster fires. 38 calls were rescue or EMS support, 60 false alarms, and 21 calls were dispatched and cancelled in route.
- The fire code office has been fairly busy. We had 10 building inspections, 15 fire and life safety plan reviews, and we did 21 intakes for new plan reviews.
- We started a Basic firefighter academy with 15 and are down to 11. Three of those new recruits that quit are Explorers.

CENTRAL MAT-SU FSA & WEST LAKES FSA

BOARD OF SUPERVISORS MEETING

- Tuesday night, June 20, we will be issuing the certifications for them. Board members are invited to Station 61 at 7pm. We have a fun night with families and will revive the competition with the water ball and have pizza too.
- We had 170 adults and children that participated in some form of fire and life safety public education at the stations. We also had crews that went to Larson and Pioneer Peak Elementary schools and participated in programs.
- We have completed all of our pumper service testing with just some minor repairs needed on the apparatus. Our ladder units need some re-testing.
- This Wednesday, our new engine will be delivered by one of our former mechanics who now works for Hughes Fire Equipment.

Mr. Kowalke asked if the nature of the businesses keeping the fire code office busy are marijuana related. Chief Steele answered that quite a number of them are, but there are also some larger buildings that are going up, such as a new medical office building at the hospital. So far, we've had 25 to 30 applications for marijuana businesses. Every week we are getting more and more. A lot of those are smaller cultivation operations.

C. CMSFSA Tracking Report:

- The only item on our tracking report currently is Station 62. We went through the scoring process for the design-build. The bid was going to go to the contractor that scored the highest and then an error was discovered. So that process came back and was re-scored. One of the other contractors actually won the RFP. Everyone was re-notified.

Once the notification to recommend the party that scored the highest was going to be sent to the Assembly, one of the other contractors appealed the recommendation. It went to the first level of appeals; the Borough had three days to respond. Capital Projects put together a response. The appeal was based on the actual scoring map being listed in the RFP and the second part of the appeal was questioning the qualifications of the evaluation committee. There are separate processes: the evaluation of the proposals and the actual scoring took place as a result of those evaluations. It questions the qualifications of the individuals in regards to electrical and mechanical components that were listed within the RFP.

That was addressed and the appeal was denied and sent back to the appellant. That party in turn filed a second notice of appeal. The second notice has a certain time frame and, being a quasi-judicial process could delay the project significantly. (Mr. Moosey said it could be a year to two years and could include the possibility of going to court). The question now is how to proceed to move the project forward.

One of the other avenues is to just pull the RFP back and basically negate it. We would pay stipends built into the RFP process to help offset the costs of the proposed designs. Then the process would start over.

The new RFP, however, would not be a design-build. It would then have to be just for a design that contractors would then bid on to build.

- Mr. Moosey explained how the process has been working and how the economy has made it more competitive with lower bids.
- Mr. Slauson expressed his disappointment in the delay of the project. Central MatSu has been working for this project for 10 years.

**CENTRAL MAT-SU FSA & WEST LAKES FSA
BOARD OF SUPERVISORS MEETING**

- Director Feather commented that regardless of how the error happened and got to this point, the issue now is how to recover. Based on the best advice we've gotten, we need to move forward and not take the risk of a two year delay. We have a head start with the purchase of the proposed preliminary designs. The scoring was very close, within 100th of a point. Even with the new RFP, the build will probably not cost more. *Some discussion continued as to the costs of cancelling the appealed RFP and changing to a design – bid – build process, the timeline of when the bond money had to be spent, Assembly schedules, and construction timeframes.*

VII. NEW BUSINESS

- a) Ms. Heindel addressed the issue of the increase in insurance costs: In 2016, a decision was made to go with replacement value of equipment and vehicles over \$45,000. By making that change, in some instances, the costs were doubled, tripled, and some quadrupled. The other thing we did was to go through an extensive process of identifying where all the apparatus and vehicles were. Since we allocate the costs by fire service area, locations impacted costs also. In 2017, the change was not taken into account, and insurance was budgeted at the 2015 rates. For fiscal year 2018, we are making some changes for significant savings.

Director Feather said with this large of a fleet of vehicles, doing replacement costs on everything doesn't make sense. We ought to be self-insured.

Ms. Heindel explained that each FSA should have part of the fund balance earmarked for vehicle replacement if possible, up to the amount where the stop-loss kicks in.

- b) Ms. Heindel talked about the PERS rate for the 2018 budget. The actuarial rate with the state went down to 25.17%. That's what was budgeted for. As long as the state doesn't do anything with what they are making us pay, we will actually be paying in the 22% like we have in the past.
- c) Ms. Heindel also commented on what happened to the positions for Central MatSu that were supposed to be in the budget. On going into this budget cycle, we were understanding that there would be no new positions and applied that across the board, not just for areawide. The Manager and I have worked out a better way of discussing this for future budgets.

Mr. Moosey noted that if it is agreed upon, and if there is funding, a budget adjustment to put the positions back into Central's budget and take it to the Assembly.

MOTION: Mr. Slauson moved to support adding the two positions back into the 2018 budget. Mr. Tucker seconded.

VOTE: The motion passed unanimously.

We will put together some legislation for this and have it ready for the Assembly in August as there are no meetings scheduled for July.

VIII. PERSONS TO BE HEARD

- a) Mr. Moosey talked about the new Safety Manager, Jason Edmison. He said we are making significant progress. We had OSHA come in to four of our

**CENTRAL MAT-SU FSA & WEST LAKES FSA
BOARD OF SUPERVISORS MEETING**

facilities and have had good inspections. We are trying to change the culture of safety.

- b) The emergency communications is changing and will be effective July 1 with the change in the dispatch contract. The radios have been pulled out of IT and now rest with DES. The E-911 system will also be overseen by DES.
- c) There have been some changes in Title 43 as far as turn-arounds and what emergency services needs. Some developers and surveyors came into the Assembly and are pushing back strongly for no change in the Title 43 regulations. I want you to be aware of that. We may need to have you show up to give your point of view.
- d) Currently, through the state, we have a tax exemption of all property tax up to 5 years. The issue came up that the RSAs and FSAs are losing this revenue also. Through the state legislature, a law was passed extending the 5 year time, but the exemption does not apply to the RSAs and FSAs for these economic development plans. So instead of losing 5 years of revenue, the RSAs and FSAs will lose nothing going forward.
- e) Mr. Moosey also wanted to encourage everyone to pay attention to air quality. We need to work with the public about what causes chimney fires, to inform them about burning seasoned wood, and clean out their chimneys.

Mr. Slauson asked about fire protection for Palmer. Director Feather answered that the contract with Palmer was to be renewed. Palmer has decided it is in their best interests to partner with the Borough again.

Director Feather expressed that he is happy to be back with DES and is looking forward to working with everyone as Director.

- IX. NEXT JOINT MEETING SCHEDULED:** The next Joint Board meeting will be scheduled for October 9, 2017 at 7pm hosted by Central MatSu at Station 61.

X. ADJOURNMENT

Chairman Browne adjourned the meeting at 8:33PM.

CENTRAL MAT-SU FSA & WEST LAKES FSA
BOARD OF SUPERVISORS MEETING


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

ATTEST:


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

Minutes approved on: 7/10/2017 (West Lakes FSA B.O.S.)

Butte CC
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Palmer, AK

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Council Minutes April 13th 2016

Quorum present: Deb Schuetter, Dan Schuetter, Dane Crowley, Carl Baker, Brendon Knox.

Meeting called to order approx. 7:10PM.

Secretaries Report: Brendon Knox read the March 9th minutes. Michele Olsen motioned to accept, Patti Barber seconded. Motion passed.

Treasures Report: Deb Schuetter reported \$311.74 in General Fund and \$17559.78 in the Building Fund. Also mentioned the availability of \$160000.00 in Grant money. Charlene Carney made motion to accept and Michele Olsen seconded. Motion passed.

Dane mentioned correspondence concerning burn permits are now needed, and Community Cleanup day.

Jim Sykes: The Maud Road Shooting Range has been officially re-named: Kenny and Patti Barber Shooting Range, passed in legislation. Flood maps process is ongoing W/FEMA. There were no federal grants for the time being, but we might have a chance for grants this upcoming round. Butte Elementary School is having a new floor installed this summer. The Borough budget was introduced on Tues. April 20th there will be a meeting you can visit the various departments and speak to them. The Budget is available online. No rise in the Mill Rate @ this writing. Correspondence from BCC "facebook" concerning the Bike Path proposed along the Old Glenn Hiway. "They" asked a number of questions about the project. Path could be built to Sodak Rd this year.

Mike Shields RSA: Last year upgrade projects need utilities moved, not sure when the utility companies will respond. Elk and Back Acres bridges can be upgraded and widened to meet new standards, E. Northbridge Rd. bridge cannot be upgraded. Looking at other options for that area.

Brian Endle Candidate for Assembly District 1: Spoke about the Senior Tax Exemption HB338, possibly getting changed.

Michele Olsen: Working on flood plain maps. You can now qualify for a LOMA letter, even if you have a basement. Public hearing in August TBA New maps are much more accurate than in the past.

Building Scoping Committee: Met 04/17/2016, members are: Brad Empey, Charlene Carney, Kenny and Patti Barber, Rose and Randy Heimerl, Wayne Sexton, Mary Ann and Dane Crowley. They discussed ideas on what the community wants for a Public

building, discussed using Google dox Survey for folks to send in their comments. Process will take a few months. Can get \$160000.00 Grant and the building fund can be used. We must have a plan to build or remodel before receiving grant money.

Charlene Carney: Asked about chairs, money has to come out of building funds. She made a motion to go forward with purchase of 50 chairs. Brad Empe seconded. Discussion ensued about Occupancy of the building. Vote to purchase the chairs 14 ayes and 8 nays. (Personal note: The room has been standing room only for at least 4 meetings)

Butte Cleanup day: Discussion on setting a date, May 14th was decided on. Brad Empe will arrange the paperwork and other details.

Cathy Hummel: Cathy has been kind enough to set up a Butte website: butteakcommunitycouncil.org. There is also an email setup: butte_akcc@gmail.com. Brad Empe made motion to make the website official. Patti Barber seconded. Those wishing to post must use their name. Discussion and amendments followed:

Cathy Hummel proposed first amendment, Board members should have their own email address.

Brendon Knox proposed second amendment, Allow a 30 day examination period so folks can check out the site.

Dane Crowley proposed third amendment, Board needs to be able to control the website, including the setup fee and monthly billing to operate.

Much discussion, Dane made a motion to table until next meeting. Vote was taken, motion passed.

Brendon Knox: Requesting volunteers to help with aluminum can collection at the transfer station. Tim Hale, Dane Crowley, Ron Johnson and Dan Schuetter offered their services.

Charlene Carney made a motion to adjourn at 8:37.

Brendon Knox



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Council minutes May 11th, 2016

Quorum present of Darryl Dreher, Jeanine Erickson, Brendon Knox, Deb Schuetter and Danny Schuetter
Meeting called to order approximately 7pm

Secretaries Report No report given April minutes forgotten

Treasures Report Deb reported \$175.00 in the Checking acct. and 17,157.33 in the Building fund account. Pat motioned to accept the treasure report and Mike Shields gave the 2nd Motion passed.

RSA Report Mike reported grading has begun.

Jim Sykes: Butte Trailhead is experiencing a lot of traffic; people are parking all the way to Bodenburg. Starting the parking lot and hope to have it completed by fall. Jim wanted to thank the BFD for the help with the Leaf lake fire. Mil rate is 3.48 Jim said putting the bike path on the west side has run into more problems. He said he did not know whether or not MTA had acquired permits. He claimed because of the bird act the borough hired an independent spotter for 2 hour shifts checking for nests.

Ande corrected him that he was not an independent spotter but, Bob Waldron project engineer for the borough. Jim mentioned properties were not supposed to be encroached upon until property acquisitions had been acquired. He mentioned he would look into a special meeting with Rick Antonio and HDL to answer questions from concerned property owners.

Jim did a ride around the Jim Creek parcel and thought it looked much better. He informed the community May 21st was the Jim Creek clean up. He also drove the Plumbly Maud Trail. He said it was a little washed out but, not bad. New bridges for Elk Rd. And Back Acres would like one for E Northbridge Rd as well but are trying to replace one at a time. Buy out applications have been approved for in depth review. The budget hearing is scheduled for the evening of May 12th.

Clean up will be held Saturday May 14th Dumpster will be placed at the Green Store Friday evening and picked up Monday am. Bags will be available from Pat Huddleston, the Green Store and Bradford empey

A rep. from Kathy Tiltons office was present he gave us their stance on HB 247 (oil and tax credit bill) no to that SB 91 (crime bill) no to that also. Kathy is planning to run for Bill Stoltz' open seat. A rep for Gretchen was also present, she is running for House.

BCC May 2016 cont'd.

Adam crumb is also running for Stoltz' position and introduced his self.

Fire Chief Vandusen said BFD has had a lot of changes he reported we now have 10 Level II firefighters, 7 at level I, 3 new hires, 7 are red carded, meaning they can assist Forestry. All ladders have been tested and they are safety testing hoses. Paid on call responders are reimbursed through the state and returns into a fund balance. 500 fire fighters borough wide of which the Butte has 23 paid. They believe they passed the ISO score when they were tested in Oct. but have not received their scores yet. Rating will be dropped and that's important for insurance rates.

Meeting adjourned approx. 7:40pm

A handwritten signature in cursive script, appearing to read "Daniel Duche".

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Council Minutes June 8th, 2016

Quorum present of Darryl Dreher, Jeanine Erickson, Deb Schuetter, Danny Schuetter, Brendan Knox

Meeting called to order approx. 7PM

Treasures Report Deb Schuetter reported we have \$175.00 in the council checking account and \$17,158.78 in the Building Fund account. Motion to accept minutes was voted on and passed.

Secretaries Report Jeanine Erickson read the April 13th . 2016 Minutes Ron motioned to accept the April 2016 minutes Tim gave the 2nd. Motion was voted on and passed. Jeanine read the May 11th 2016 minutes. Ron made a motion to accept the May minutes and Kenny gave the 2nd Motion voted on and passed.

Jim Sykes was not present but sent a Report (attached) to the BCC

Several candidates were present and introduced themselves. Gretchen running for House district 12, Adam Crumb Senate seat F, Brian Endle Assembly District 1, Tim Hale would like to run for senate seat F still needs 160 signatures on his petition to get on the ballot

Mitzy made a motion to identify the chairs by painting BCC so we can keep track of them. Kenny made a 2nd Motion was voted on and passed.

BFD Reported they and the RED CROSS would be going door to door in the Cabbage Patch area offering free smoke detectors and installation They also will be at the station from 11:00am- 3:00pm with free smoke detectors available for pick up.

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BCC June 2016 cont'd

Cathy Hummel made mention of a petition she was circulating requesting the borough come out for sound monitoring within 1 mile of the racetrack.

Bradford made a motion to use our one time mailing to send out the questionnaire after concerns were shared Tim made motion to table Bradford's motion so everyone could view the revised questionnaire Gregory second and Bradford's motion was tabled until next meeting.

Motion to adjourned approx. 8:10 pm



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Council Minutes July 13th, 2016

Quorum present of Darryl Dreher, Jeanine Erickson, Deb Schuetter, Danny Schuetter, Brendan Knox, Carl Baker

Meeting called to order approx. 7PM

Secretaries Report Jeanine Erickson read the June 8th, 2016 Minutes
Patti motioned to accept the June 2016 minutes, Kenny gave the second
Motion to accept minutes was voted on and passed.

Treasures Report Deb Schuetter reported we have \$258.96 in the council checking account and \$17,159.49 in the Building Fund account. The motion to accept the treasure report was given by Debbie and 2nd by Randy. Motion Voted on and passed.

RSA Report Mike rolled his ATV and was trapped at home. Carl would like Mike to know that he is not happy with the waste of \$ painting no passing zones in the 20mph zone. 3 Sisters has holes that need filling.

Steve Sinclair running for seat F came forward and introduced himself to the community. Keith from Cathy Tiltons ofc. provided the community with an update.

Amy Boone from the borough D.E.S. emergency management came to inform the community the borough is running a soft campaign to enforce everyone to comply with posting address information for each residence including 4" reflective numbers or face potential fines according to borough ordinance 1126. She explained you find your correct address at my property search on the borough website.

Jim Sykes was present and informed the community that Gov. Walker had vetoed some major funds and the borough manager has put a hold on projects until it is sorted out.

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BCC July 2016 cont'd.

Most things for the Butte are going forward because they were already contracted. Bike trail is proceeding with the utilities moving first. Many disgruntled residents complained the bike trail should have remained on the east side, about the behavior they endured, no permits in place before even flagging occurred and the misrepresentation of facts by borough project manager Rick Antonio. Jim Sykes reply was on the upside a new policy was in place to ask surveyors to mark out ROW and then give residents time to cope.

BFD is having an open house Sat. 23rd from 11:00-3:00

Michelle made a motion to look into the legality of having a sergeant in arms for community safety because things sometimes get contentious. 2nd was given by Rose. Motion voted on and passed

Discussion was held about the questionnaire a motion was made to allow the committee to proceed so the questionnaire could be posted and comments could be made was voted on and passed

Gretchen reminded the community to vote and that she was running.

Motion to adjourn Approx.. 8:10

(2)

Two handwritten signatures are present. The top signature is 'Daniel' in a cursive script. The bottom signature is 'Gretchen' in a similar cursive script.

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P.O. Box 3713
Palmer AK

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Meeting called to order approx. 7PM

Quorum present of Darryl Dreher, Jeanine Erickson, Deb Schuetter, Danny Schuetter, Dane Crowley, Carl Baker

Council Minutes Oct. 12th, 2016

RSA Report Mike Reported the paving in Cabbage Patch has been completed to the extent that they could afford. Triple Crown Estates may be receiving 50/50 restored freeing up RSA funds for Bergman. Mike reported they are still chasing potholes.

Treasures Report Deb Schuetter reported we have \$187.88 in the council checking account and \$17,161.66 in the Building Fund account. The motion to accept the treasure report was given by Jeanine Erickson and 2nd by Ron. Motion Voted on and passed.

Secretaries Report Jeanine Erickson read the Sept 14th, 2016 Minutes
Gregory motioned to accept the Sept. 2016 minutes, Mike gave the second
Motion to accept minutes was voted on and passed.

Building Scope Committee Report None given

Jim Sykes Assembly Report Jim Sykes reported they had a record voter turnout for the borough elections Butte being 2nd to Lazy Mountain. Bike path paving is completed W. Butte Trailhead is expected to move forward. Jim also reported he held a 103 vote lead in the race for the open assembly seat.

Pam Huyke from the MSB recycling was present and brought flyers informing the community dumpsters were available to place at the Butte transfer site for recycling. She explained it needs enough community interest, applying for a grant, and a few community volunteers.

Kim Sollen Mat-Su program director for Great Land Trust introduced herself and the Great Land Trust formed in 1995. They have done 30 conservation projects from farmland to homesteads, salmon habitat, wetlands, and private lands with access to public lands. She would like to do GIS mapping of the Butte area to help prioritize special areas. Kim wishes to return to a future meeting.

Tim Hale U.S. Senate candidate was present and Keith brought donuts and coffee compliments of Kathy Tilton's office.

Eugene Carl Haberman spoke briefly encouraging folks to get out and vote and to stay involved in the community.

Gregory made a motion to start the annual voting 2 hours earlier then regular meeting times.
Randy made a 2nd discussion was held and motion was voted on and FAILED.

Nominations for open board seats were held with Dane Danny and Carl accepting their nominations along with Bob Bryson being nominated but not present to accept nomination.

Ande made a motion to adjourn

Tim gave the 2nd

Meeting adjourned approx. 8:30 pm

(2)

A handwritten signature in cursive script, appearing to read "Danny Bryson", with a long horizontal flourish extending to the right.

Butte Community Council
Minutes 12-14-2016

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Brendon Knox chaired the meeting; Darryl Dreher and Jeanine Erickson were excused. All other board members were present.

- Jim Sykes: BLM wanting to classify the Knik River as non-navigable. DNR will be filing a lawsuit to correct this.
- There is a ¼ mile recreation trail from the Knik River bridge to the Knik Glacier could be in jeopardy.
- There is a trapping prohibition ordinance to be submitted by Assembly members Beck and Mayfield. The PRTAB board will be meeting on 12/29 to discuss amendments to the ordinance.
- Crime is up in the borough, MSB will be looking into a protection agency to address the problem, (troopers, sheriff, rent a cop) Will the public support a police force? If so, then the MSB would need to become a 1st class borough.
- The gravel tax will be coming up for discussion in February.

Mike Shields: There are no new road projects during the winter. No other concerns were discussed.

Representative Cathy Tilton:

- More new house members were elected in the past election.
- Recent postings about BLM lands being conveyed to Eklutna Inc. and people being displaced from the trails and the Knik River was not entirely fact. Cathy's office has been in contact with Senator Dan Sullivan's office and DNR for more facts. Eklutna will not be closing the popular trails to the public. There is a trail that leads up the mountain that will not be open to the public. The Knik River issue will be in court to determine navigable water. There will be funding provided to DNR for this case.
- The Governor's budget will be announced 12/15/16
- Midtown legislators are not supportive of trails outside of Anchorage.
- There is a party planned to celebrate Senator Bill Stoltze's retirement on 12-19 at the Chugiak Senior Center 5:30-7:30.
- The Public Use Area planned for Sutton will get 1st priority when the legislative session begins in January.

Treasurers Report: There is \$16,661 in the building fund and \$561 in the checking. Mike motioned to accept the report and Kenny 2nd. Debra needed to move money from the building fund to make payments on the electric and gas for the building.

Michelle Gibbs: A public notice was delivered to the Git n Go Liquor Store by individuals wanting to develop a marijuana grow business at 1044 S Old Glenn Highway. They have not given notice to the council because it only needed to be announced at the closest business. A motion was made by Michelle, 2nd by Kenny to send a letter to the petitioner and the Alcohol & Marijuana Control (AMC) board asking for more information on this business. Concern was raised that there has been many thefts at several businesses lately and what kind of security would they be offering for themselves and the community. *Dane wrote a letter to MCB.*

Comments or objections must be made to the local government, the applicant and the Alcohol & Marijuana Control Office. Comments must be post marked by January 5th to the Alcohol & Marijuana Control office at 550 W 7th Ave, Suite 1600, Anchorage, AK 99501

Darryl Dreher

Meadow Lakes Community Council, Inc.

Minutes – May 10, 2017 - Meeting – Birch Creek Villas (Senior Housing) 1210 N. Kim Drive
Board – Quorum = 3: ☒ Pres: Terry Boyle ☒ Vice Pres: Rae Arno ☒ Treasurer: Cindy Michaelson
☒ Sec: Janet Henkel ☒ Cou. Coordinator: Tim Swezey (3 = Yes)
Committee Chairs – Quorum = 3: ☒ Education: Sherri Rusher ☒ CIP: Maria Victoria Kalmbach
☒ Bylaw: Linda Conover ☒ Mem: Patti Fisher ☒ Trail: Lori Benner-Hanson
☒ Safety: Larry Michaelson ☒ Gaming: Ariel Cannon (4 = Yes)
10 Members of the Meadow Lakes Community: ☒ (12 = Yes)

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JUN 15 2017

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1. **Call to Order:** The meeting was called to order at 7:02 pm by President Terry Boyle.
- 1a. **Determination of Quorum:** A quorum was determined to be present.
2. **Pledge of Allegiance:** Recited.
3. **Approval of Agenda:** A motion was made by Linda Conover and seconded by Janet Henkel to approve the agenda. There was no discussion and the vote was unanimous in favor.
4. **Approval of Meeting Minutes:** Linda Conover moved to approve the April 12, 2017 meeting minutes, and was seconded by Otto Feather. There was no discussion and the vote was unanimous in favor.
5. **Treasurers Report:** Cindy Michaelson was unable to attend the meeting and present the Treasurers Report.
6. **Presentation:** Dr. Melissa Kemberling, Director of Programs for the Mat-Su Health Foundation gave a presentation entitled "Factors Which Affect the Health of Mat-Su Residents". Dr. Kemberling began her presentation by explaining that the Mat-Su Health Foundation is a co-owner of the Mat-Su Regional Medical Center, and as such, they must perform a community needs assessment every three years. In order to complete this assessment, the Mat-Su Health Foundation held 23 different meetings, and asked attendees to rank their health related concerns. The information compiled from these meetings showed that the number one concern is drug and alcohol use, followed by keeping children safe, domestic violence and sexual assault, and item number four being mental health. This information allowed the health foundation to really focus on these areas of concern in moving forward, including healthy foundations for families and healthy seniors. In 2016, a second community assessment was performed, and it turned out rather differently from the first. This assessment focused on factors that affect general health, with the overall goal to create a healthier Mat-Su. This study showed us that your zip code actually controls your health more than your genetics. We looked at where we work, where we live, and where we play. Over 50% of a person's health issues come from these factors, with only 20% coming from actual health care, showing us that working on these issues affects our health care more than doctor visits.

The Meadow Lakes community is part of the Parks/sub Parks Highway study group, which includes Houston and Big Lake. The five factors identified that affect health in this group are transportation, housing, income, education, access to information and social support. The higher your income, the more positive your mental health outlook, and the greater your amount of social support, the more satisfied you are with your life and the healthier you are.

Higher education contributes to a longer life span, as well as increasing the likelihood of understanding and obtaining basic health information and services. Persons with less than a high school education said that they had physical, mental and emotional problems on a greater scale than persons with a higher education. 7% of the people interviewed said that they do not have reliable transportation, and 6% said that they have no transportation at all. Sherri Rusher commented that there are considerably more retirement age persons choosing to stay in the Mat-Su, rather than moving out of state as they reach retirement age. Dr. Kemberling replied that 97% of seniors have medical insurance.

According to Dr. Kemberling, the Mat-Su Health Foundation is a resource, which can be accessed by calling 211 or calling ADRC Mat-Su, which is another resource geared more towards seniors and those with disabilities, although no one will be turned away. Sherri Rusher added that the Foundation's website is a great source of information on Mat-Su statistics.

The Mat-Su Health Foundation will be constructing a new building right by the hospital, and although they will not

staff the building, they will bring in the necessary resources to staff it. The top floors will be staff floors and there will be other space available for renters and/or non-profits.

Terry Boyle asked if events such as the Willow fire skew the statistical data during a survey. Dr. Kemberling replied that she feels that it does, along with the fact that many people living here live off grid without telephone service, etc. Health care scholarships and grants are currently being offered by the Foundation; however that focus could change moving into the future. Applicants living, working and going to school in the Mat-Su Valley would receive the largest scholarships, and those choosing to stay would receive reduced loan payments or have portions of their loans forgiven. Vocational certificate scholarships are also available, and are advertised through the Palmer Job Corps. There is also a substance abuse program available for Mat-Su residents who have been incarcerated and are preparing to re-enter society.

In closing, Dr. Kemberling urged persons to use the Mat-Su Health Foundations resources, and to contact the Foundation with any questions.

Sarah Doyle, from the Mat-Su Borough, spoke briefly on the long range transportation plan for the borough. The borough is currently updating the plan from 2007, focusing more on transit and other modes of transportation besides single cars. They are in the process of reviewing the final draft and the closing date has been extended to June 15, 2017. Sarah wanted to make sure that the community was aware that this is in the works, and encouraged residents to look at the interactive map available on the website and post their comments.

Fire Chief John Fairchild stated that the groundbreaking ceremony for Station 73, on the Parks Highway, had just occurred. This station will currently house a fire crew, fire headquarters, and maintenance facilities, with the ability to house an EMS crew in the future. The fire service area is paying for the complete construction of this facility, with the maintenance portion being leased back to the borough. The budget has passed, and did go up slightly to pay for this new building, although the land was purchased six years ago. The training program will occur here, with hopes to put up a fire tower in the future. Our community was able to certify 26 persons to fight forest fires, which is a great number. We currently have 60 volunteers and 4 paid persons on staff with the fire department. The maintenance facility will allow equipment to move through the shop much more efficiently. This new station is centrally located and gives fire crews a great rollout location. All of the other stations will remain in service. Chief Fairchild also advised residents to get a burn permit and be very careful with fires, as everything is still very dry even though the burn ban was lifted.

7. **Gaming Report:** Ariel Cannon was unavailable to present the Gaming report.

8. **Trails:** Lori Benner-Hanson presented the Trails report.

- a. Visnaw Lake Trail – The Visnaw Lake trail is nearing completion. This project has been ongoing since 2009, and property has been cleared and signage has been put up. In the past year and a half, the area off of Gunflint has been purchased by a new owner, who is fighting the public use easement. We have had the property surveyed, proving that the easement does exist, and are currently working with the borough to enforce access to the public use easement for this trail. This trail is built in the center of a 50' public use easement. All neighbors were notified of the trail project when it began, and there were no objections. The new property owner was notified of the public use easement at the time he purchased the property by Tim Swezey. Troopers are unable to enforce this access until they receive notice from the borough that the easement does exist. Lori motioned that the council send a letter to the borough, again asking them to enforce the Visnaw Lake trail access public use easement near Gunflint. Julie Starr seconded the motion. There was no further discussion and the vote passed unanimously.
- b. The Little Su/Bench Lake Trail project is underway. This trail will be constructed on state owned land, eliminating private property concerns.
- c. The Herning Historic Trail will restore or reroute the original Herning trail. This project will end in Houston, and is a borough project. It will eventually tie into the Bald Mountain trail project.

9. **Correspondence:**

- i. Alaska Horticultural Arts: Standard Cultivator – needs to apply for a permit as a standard cultivator.
- ii. Denali Dispensaries LLC – Comment period closes on May 25, 2017 and public hearing scheduled for June 19, 2017. Tim Swezey believes that this issue and the cleanup issue will be viewed separately and not considered against each other.

- b. Parking Lot Paving – Tim Swezey believes that the parking lot project will happen during the middle of July for approximately one week.

10. Old Business:

- a. Nominating Committee Report – 8 votes were cast online with the remainder cast in person.
- b. Election results:
Patricia Fisher – President
Secretary – Janet Henkel
Education – Callie Leader
Community Safety – Larry Michaelson
Capital Improvement Projects – Terry Boyle
- c. Response to questions about MLCD – Linda Conover presented answers to the questions posed at the last meeting concerning the MLCD. The MLCC is set up as a 501c4, which prevents them from applying for grants or accepting donations. The MLCD is set up as a 501c3, which allows them to seek grants, accept donations and provide receipts for those donations.

The board of directors for the MLCD is as follows:

President – Tim Swezey
Vice President – Terry Boyle
Secretary – Julie Starr
Treasurer – Patti Fisher
Bylaws Committee – Linda Conover
At Large Members – Linda Conover, Sherri Rusher, Hollie Gerlach-Grant

Meetings are held four times per year, and elections are held at the March meeting. All board positions are for three year terms, and there are no term limits. Linda recommended that a report be sent out after each meeting to keep the community informed. Currently, there is over \$30,000 in unspent revenue funding which needs to be spent before the end of this year. Annual maintenance costs are incurred by the community council. Otto Feather asked if the borough had any play in the MLCD, as he is aware that community councils are borough sanctioned. Tim Swezey replied that the MLCD is not politically active, eliminating that requirement. Patti Fisher prepared a binder of information with answers to all of the questions posed at the April meeting, along with past meeting minutes, which is available for members to look through.

11. New Business:

- a. FY2017 Revenue Sharing Grant – A copy of the letter sent to the borough regarding the Revenue Sharing Grant is attached to the agenda. Julie Starr motioned to accept the revenue sharing grant as it had been broken out. Janet Henkel seconded the motion. There was not discussion and the vote was unanimous in favor.
- b. Moose removal – When Tim Swezey went down to work on the sports field a week ago, he found a dead moose there. Wildlife troopers and the Alaska Moose Federation would not come out to take care of it. Terry Boyle contacted Roger Mosey, who was able to come and roll the moose into the woods where it was buried. Tim Swezey stated that he would like to purchase a \$100 Holiday gas card to thank Roger for his help. Otto Feather motioned to purchase the gas card, and Terry Boyle seconded the motion. The motion passed with a unanimous vote, and the moose's burial has been paid for.
- c. Election results – Election results are listed above in Old Business, item b.

12. Agency Reports: None

13. Persons to be heard: None

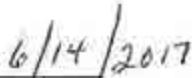
14. Approve Meeting Location:

Birch Creek Villas
1210 N. Kim Drive
Meadow Lakes

Wednesday, June 14, 2017
Sign In: 6PM to 7PM
Meeting: 7PM to 9PM

15. Adjournment: 8:35 pm.


Patti Fisher, President


Date


Janet Henkel, Secretary

Date

Meadow Lakes Community Council, Inc.

Minutes – June 14, 2017 - Meeting – Birch Creek Villas (Senior Housing) 1210 N. Kim Drive
Board – Quorum = 3: ☒ Pres: Patricia Fisher ☒ Vice Pres: Rae Arno ☒ Treasurer: Cindy Michaelson
☒ Sec: Janet Henkel ☒ Cou. Coordinator: Tim Swezey (4 = Yes)
Committee Chairs – Quorum = 3: ☐ Education: Calley Leader ☒ CIP: Terry Boyle
☒ Bylaw: Linda Conover ☐ Mem: VACANT ☒ Trail: Lori Benner-Hanson
☒ Safety: Larry Michaelson ☒ Gaming: Ariel Cannon (5 = Yes)
10 Members of the Meadow Lakes Community: ☒ (12 = Yes)

RECEIVED

JUL 14 2017

CLERKS OFFICE

1. Call to Order: The meeting was called to order at 7:00 pm by President Patti Fisher.
2. Pledge of Allegiance: Recited.
3. Approval of:
 - a. Agenda – Randall Kowalke's report needs to be moved from agency reports to presentations. Sherri Rusher motioned to move Randall's presentation to just behind Todd Smith, from DOT. Cindy Michaelson seconded the motion. There was no discussion and the vote was unanimous in favor.
 - b. Secretary – Approve May 10, 2017 Meeting Minutes. Linda Conover motioned to approve the May 10, 2017 meeting minutes, and was seconded by Lacey Harris. There was no discussion and the vote was unanimous in favor.
 - c. Treasurers Report – Cindy Michaelson presented the Treasurers report. April expenses were due to replacing the old computer system with a new computer. Gaming income will be discussed by Ariel Cannon in the Gaming report.
4. Reports:

President – President Patti Fisher asked members to please look at the artwork displayed throughout the meeting area. Local schoolchildren participated in a competition during cleanup week, and these are their projects on display.

Patti also stated that since she has been elected President, she is resigning as membership chair. Patti motioned to approve Lacey Harris as the new membership chair. Linda Conover seconded the motion. There was no discussion, and the motion passed unanimously.

As the final item in her report, Patti mentioned that the recycling center is struggling to fill their three hour shifts and is in desperate need of volunteers.

Gaming – Ariel Cannon presented the gaming report. Split-the-pot tickets were sold at the Tuesday night fights during two shows during the month of April, and brought in a little over \$1100.00 in revenue. Table rent was the main expense. The American Legion has loaned us a ticket tumbler for all of the shows. We have just received a bingo permit, and bingo will now be held on Fridays in the Commons area of the Meadow Lakes Senior Center.

Parks & Recreation – Lori Benner-Hanson stated that the Bench Lake trail has received a routing suggestion from the Department of Natural Resources. The trail committee suggested a route on state land to the surveyed Visnaw Lake to Little Su trail, which will then take you to the Bench Lake trail. Sherri Rusher said that she feels that we should stick with the trail which leads to Baldy, rather than turning the trail over to the City of Houston. Following the correspondence with Right of Way and Department of Natural Resources, Tim Swezey is hopeful that we may have this issue resolved by next spring. This is a multi-use winter trail, although it does see limited use during the summer months as well.

Tim Swezey stated that several little league teams have been using the baseball fields at least twice a week, as well as church groups and birthday parties in the park. MVFCU has also been using the park.

5. **Presentation:** Todd Smith, project engineer for DOT, presented an update on the Parks Highway project. The Pittman Road intersection is currently under construction, and he is hoping to complete paving and return the intersection to full service on Saturday. The project design has raised the grade at Pittman Road by almost 6 feet. None of the utility work can begin until the fill is in place. The new elevation will decrease as the road progresses past the intersection, and access to local businesses along the highway will remain at or close to, the current grade. Meadow Lakes Loop will stay in place until the next phase of the project begins, as well as Holiday, which will be moving at some point in time. The crossover at Poppert Milling will go away, and approaches will be made from the actual highway once the intersection is completed. A frontage road will be placed where the overburden is currently located, and will go through the Poppert property, in front of the RV park and end in a cul de sac. Todd is hoping to have a 4 lane divided highway from Church Road to the bridge, a crossover at the bridge, meeting existing traffic after Pittman Road by the end of the season. There will be no new traffic signals; however there will be dedicated turn pockets at all intersections and turn lanes in and out of Museum Drive.

Footers are currently being poured for the bridge abutments, and that area will begin to take shape as the bridge contractor is now on site. The crane is scheduled to show up in mid-July and install the bridge girders. All equipment will be moved to the Church Road end of the project once the Pittman intersection is opened up.

A full set of plans for the third phase of the project should be available sometime in December. As the current phase of the project is under budget, Todd feels that right of way acquisition will be the main issue moving forward. Todd handed out an information flyer and encouraged everyone to access the project website, which is updated weekly, for information as well as a full set of current plans.

Larry Michaelson asked if the lowered speed limit through the project had reduced the number of accidents and increased safety. Todd replied that the department is looking more and more at the pedestrian traffic in the area. A pedestrian pathway will be extended up to Three Bears, which should be much safer than the current situation. All traffic accidents are logged, and the construction activity has not increased traffic accidents in the area.

In closing, Todd thanked the council for their invitation to speak, as well as extending his thanks to the overall community for their patience. Patti Fisher thanked Todd for his work on the project, including traffic control, as well as taking time to attend the meeting. Tim Swezey invited Todd back to speak again in September.

Randall Kowalke, Borough Assemblyman, showed a power point presentation; however there were also additional developments that he wanted to touch on. General operations and the recreation bond have now pushed taxes to the tax cap. The new budget will create an approximate \$75.00 increase in property taxes on a \$200,000.00 property from last year. An ordinance will be presented at the next borough assembly meeting on June 20, asking for a 3% sales tax for education. If this sales tax passes it would reduce the boroughs burden to contribute to school funding, and would be in addition to any city sales taxes. This ordinance will be voted on during the first week of August. Patti Fisher asked if the monies generated by this tax would be dedicated specifically to school use, and Randall replied that they would be deposited into the general fund.

The new sculpture at Redington High School, along with a mural located inside of the building, is required as part of the 1% for art ruling. Land parcels are currently available for sale online, as well as parking passes and swimming lessons will also soon be available. The South Denali Visitor Center held its grand opening.

Greg Leader asked what the priority status of the Seldon Road Extension was with the borough, and Randall replied that he did not know.

6. **Correspondence:** Correspondence links were listed on the agenda.
7. **Old Business:** Spring cleanup was once again a huge success for our community. Two dumpsters were filled equaling 80 cubic yards of trash, and 537 trash bags were collected as well. The hazmat trailer collected 5 refrigerators, 20 containers of paint, 1 small propane tank, 1 55 gallon drum and 1 old snow machine. Thank you again to everyone who participated.
8. **New Business:** Cindy Michaelson motioned to modify the signature cards on all three bank accounts to reflect the current officers, including removing outgoing President Terry Boyle and adding new President Patti Fisher. All remaining officers will remain the same. Linda Conover seconded the motion. There was no discussion and the motion passed unanimously.

9. **Agency Reports:** Randall Kowalke – moved to presentations.

10. **Persons to be heard:** Fire Chief John Fairchild asked everyone to please slow down, pay attention and watch for flaggers in the construction zone. Please pay close attention on Meadow Lakes Loop, Hollywood and Johnson Roads, as there is additional traffic on these roads due to the construction project at Pittman Road. He said that prevention planning is currently underway with the schools, and the fire department is attending numerous safety fairs. Station 73 is progressing well, and the floor should be poured next week. They are still looking at a November/December move in date. All equipment is currently being certified. There are currently 115 fires burning throughout the state, stretching resources. Please be careful and use your burn permit. If you have any questions, please call Chief Fairchild at the Big Lake station. The Chief thanked all of the volunteers and reminded us that there are only 4 paid employees with the fire department.

Jasmine Martin, staff member for Senator David Wilson, introduced herself and provided business cards for anyone interested in taking one.

Cathy Bishop inquired about the Fuller Lake bypass. Patti Fisher replied that it had been taken off of the list of projects.

11. **Approve Meeting Location:**

Birch Creek Villas (Senior Housing – center of building)
1210 N. Kim Drive
Meadow Lakes

Wednesday, July 12, 2017
Sign In: 6PM to 7PM
Meeting: 7PM – 9PM

12. **Adjournment:** The meeting was adjourned by President Patti Fisher at 8:22 pm.

Pattie Fisher
President July 12, 2017

Sharon Rusker, Acting
Secretary
July 12, 2017

**South Knik River Community Council
Regular Meeting Minutes, Thursday 20 Apr 2017**

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

Matanuska-Susitna Borough

RECEIVED

JUN 19 2017

JUN 19 2017

RECEIVED

CLERKS OFFICE

1. Quorum established at 7:04 pm with 5 board members and 30 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.
3. Agenda approved as amended at the meeting.
4. Minutes from 16 Feb and 16 Mar 2017 regular meetings were read and approved as written.
5. Reports

a. Assembly Report: In addition to fielding questions, Jim Sykes addressed the air quality violations and the concern about wood burning stoves. Much time was devoted to fielding questions and discussing the issue in the Butte and its potential impact on the borough. According to Jim, MSB is not trying to ban/restrict wood burning. However, MSB did have 4 violation last year and we are only allowed 3. Jim spoke with Glenn Miller in Fairbanks who said we need to avoid being forced into a process. The MSB does no monitoring, however, the Butte has a monitor. Residents stated quantifiable data is necessary to fight this. Jim suggested developing grassroots ideas to prevent wood stove use air quality violations. Frankie Barker and Pamela Graham offered to help develop ideas to prevent wood burning air quality violations. Natural gas is one way to reduce air quality pollution, but it is not available everywhere.

- The guard rail the community council had installed near mile 1 saved a life—kudos from Jim.

b. Treasurer report as of 18 May 17, Money Market account: \$110,245.87.

c. Recycling Round Table: Randy Hobbs attended the work shop at Government Peak Chalet and provided a synopsis of the day's events. No action required from SKRCC, but recycling encouraged by everyone. Main focus of event was how to reduce solid waste.

6. Unfinished Business

a. Revenue Sharing: MSB Comptroller has not approved request for additional 2016 and 2017 Revenue Sharing Funds.

b. Bylaws: To date, no one has provided suggested changes to the proposed bylaws.

c. Emergency response plan: No update. Dennis Sayer requested assistance from others in the community.

d. Knik River Road will be resurfaced in 2017, signs to be incorporated.

e. CIP Update: Ultimately, Ken Barkley, Dep Dir MSB Emergency Services, and Eric VanDusen, Butte Fire Chief, were not fiscally supportive of an addition to the Fire Hall. However, they did not say "no" and it was not voted upon at the FSA Board meeting.

f. After discussion of another option for a Community Council meeting place, whereby SKRCC could apply to use approximately one half acre of land between the Fire Hall and Knik River Rd, those present unanimously passed **Resolution R-04-20-2017-02** which read:

"Allow SKRCC Board members to expend \$500 toward Land Use application fee, should they decide this is the most viable option for securing land for a community council building."

Community members made it clear that all options were still to remain on the table, but if needed, the board could move ahead with the application. Jim Sykes suggested visiting either Chickaloon or Butte to discuss how they procured land and erected their buildings.

g. Annual mailer will go out this summer.

7. New Business:

a. **Motion M-4-20-2017-03** made and unanimously passed which read: **Nominate the current SKRCC board members to another year term.**

President	Paul Houser
Vice President	Lori Hobbs
Secretary/Treasurer	Anne Houseal
Director	Diane Phillips
Director	Loren Karro
Director	Dennis Sayer
Director	Robert Hicks

b. Wood burning stove issue addressed by Jim Sykes earlier in the meeting.

c. Fat Tire Bike enthusiasts created safety hazards by illegally parking a half mile in either direction of Hunter Creek bridge and also creating hazardous conditions in the cul de sac at the end of Buckshot. Peter Schadee offered to shuttle bikers from the Knik River Lodge next year, and Tom Faucett (via the ADN article) offered additional parking at Knik Glacier tours.

d. Resident Mary Brist, who live next door to Manmade Lake, gave first hand accounts of the trash and recklessness of some people camping for extended periods at Manmade Lake. Trespassing her property is high. Safety is a concern. Shooting at night. She was seeking help on what to do to reduce the problem. Will try to connect her directly with Travis Jensen, KRPUA Manager. She reports calling the AST on numerous occasions. Suggestion made to look into making it a fee area/permit required. Travis stated that the idea behind the KRPUA is to be free

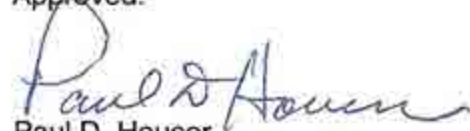
from fees and permits, and to be open to the public. DEC is the waste discharge enforcer. Travis cannot enforce DEC regulations.

8. Announcements:

- a. Notified those present of a Conditional Use Permit Request for Comments for Gravel Pit operations.
- b. PFD Referendum mentioned for those interested.
- c. Spring Clean Up 18-21 May 2017, with potluck on Saturday, 20 May at 2pm at the Fire Hall.
- d. Burn permits are required. Dennis Sayer brought several to the meeting for people to take.

9. Meeting adjourned at 8:57 pm.

Approved.


Paul D. Houser
SKRCC President

15 JUN 2017
Date

Attest.


Anne Houseal
SKRCC Secretary/Treasurer

15 Jun 17
Date

**South Knik River Community Council
Regular Meeting Minutes, Thursday 18 May 2017**

Matanuska-Susitna Borough

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

RECEIVED

JUN 19 2017

RECEIVED

JUN 19 2017

CLERKS OFFICE

1. Quorum established at 7:07 pm with 7 board members and 22 others present of whom at least 5 were residents.
2. Meeting called to order by SKRCC President, Paul Houser. Those present recited the Pledge of Allegiance.
3. Agenda approved, as amended, with three additions to "announcements." at the meeting.
4. Minutes from 18 Apr 2017 regular meetings were not read.
5. Reports/Guests:
 - a. Assembly Report: Jim thanked EMS responders to accident on Old Glenn Hwy.
 - He suggested community policing to reduce vandalism and unwanted activity. Jim was asked if we could use Revenue Sharing funds for security, as in to hire someone to patrol the area? He stated that Rev Sharing funds must meet the criteria for use, of which the most important is that they be beneficial to the entire community. If that is something we want we should apply to use the grant(s) in that way.
 - MSB passed a budget with a new area wide mil rate at 10.3 that is going into effect in August. The gravel tax, where three assemblymen recused themselves from voting, did not pass.
 - Fielded questions on the port and speed limit signs.
 - Offered his support for whatever direction the community council decided with regards to our community council building and location.
 - b. Treasurer report as of 18 May 17, Money Market account: \$110,245.87, Savings account \$993.30
 - c. Knik River Rd Re-surfacing. AKDOT Project Manager, Barbara Beaton, provided an update, with a handout, to the Knik River Rd resurfacing project. Of particular note was the extra work being accomplished on two fish culverts and a complete rework of some particularly bad sections of road. Fielding questions, Barb addressed the safety concerns surrounding the entry/exit of Manmade Lake. The area will be improved, as well as tree cutting to improve visibility. Project design is at 98%, but due to funding issues, the project will not take place until spring/summer 2018.

6. Unfinished Business

- a. Addition to Fire Hall will not happen due to lack of support from Ken Barkley, Eric VanDusen and the FSA Board. The CIP associated with this will be amended to reflect our withdrawal of funds from the project.

b. Emergency Response Plan: Loren Karro and Suzanne Barkley offered to provide some assistance. SKRCC is looking for an initial straw man outline of the areas needing addressing, as an attachment to our Comprehensive Plan.

c. Appropriate signs will be incorporated with road resurfacing project. Only Mile marker 7 is within the scope of the project. Mile marker 10 is outside the scope and will be added to road maintenance operations, per Barbara Beaton, AK DOT.

d. MSB Comptroller still has not approved request for additional 2016 and 2017 Revenue Sharing Funds.

e. Annual mailer scheduled to go out this summer in time for August meeting.

f. Bylaws (on hold)

7. New Business:

a. Current SKRCC board members unanimously elected to another term.

President	Paul Houser
Vice President	Lori Hobbs
Secretary/Treasurer	Anne Houseal
Director	Diane Phillips
Director	Loren Karro
Director	Dennis Sayer
Director	Robert Hicks

b. Paul and Anne visited the Chickaloon Community Council meeting to learn about how they acquired land and built their facility. Same conditions do not apply to us, but the big take away from the meeting was to avoid having the MSB as a controlling influence into our land and/or facility. Paul and Anne approached a friend and property owner who owns land on Knik River Rd to see if he was interested in selling it to the community council. He was not opposed to the idea, and was having an appraisal done. Those present discussed the pros and cons of purchasing private property.

Motion M-05-18-2017-04 made, seconded and unanimously approved which states:

"On behalf of the South Knik River Community Council, the SKRCC Executive Board, comprised of the President, Vice-President, and Secretary/Treasurer, will purchase private property located at 17958 E Knik River Rd, Palmer, Alaska, 99645, MSB Property Tax Parcel ID 52879, for a price NTE \$50,000."

After further discussion, the council made a **Motion M-05-18-2017-05** which was seconded and unanimously approved which read:

"The SKRCC will pursue other private property that may be available for purchase and present those findings at a future community council meeting."

Motion M-05-18-2017-06 also made, seconded and unanimously approved which read:

"Request FY 2016 and 2017 Revenue Sharing Funds, and amend FY 12 Revenue Sharing Funds MOA, to purchase private property as a location for a new Community Council meeting place."

c. Speed limit signs for Phoenicia Dr: Resident stated there are 9 children in the first three houses on Phoenicia Dr and slowing down vehicles is important. Jim Sykes suggested contacting Mike Shields, RSA supervisor, at 745-2515.

d. Nefarious activity: After discussion about crimes committed, harassment to residents, destruction of personal property, trashing the environment in our community council area and ways to deter it, **Motion M-05-18-2017-07** made, seconded and unanimously passed which read:

"Purchase 6 game cameras with locking boxes, SD cards, batteries, and any other add ons necessary for their use."

Additional ideas were raised which included purchasing "Neighborhood Under Surveillance" signs, "Day Use Only" signs, patrolling areas in teams and letting visitors know the community is watching. Safety is the primary concern of residents, so please be careful and call proper authorities if something illegal or dangerous is happening.

Motion M-05-18-2017-08 made, seconded and unanimously approved:

"Request FY 2011 Revenue Sharing Funds Memorandum of Agreement be amended to allow for the purchase of game cameras."


8. Announcements:

a. Spring Clean Up 18-21 May 2017, with potluck on Saturday, 20 May at 2 pm at the Fire Hall. Place any syringes found in a metal can. Use gloves when picking up trash.

d. Lori Hobbs provided recycling flyers for the community. Closest recycling center to us is the one on 49th street in Palmer, just off the Palmer-Wasilla Hwy.

9. Meeting adjourned at 9:00 pm.

Approved.


Paul D. Houser
SKRCC President

15 JUN 2017
Date

Attest.


Anne Houseal
SKRCC Secretary/Treasurer

15 Jun 17
Date



Meeting Minutes
June 1st, 2017 7:00pm
Upper Susitna Senior & Community Center

RECEIVED
JUL 11 2017
CLERKS OFFICE

- I. Establish Quorum – Robert Coleman, Buddy Giddens, Donna Dearman, Herman Thompson, Kelly Thomas, Trevor Walter & Ned Sparks
- II. Call Meeting to Order – 7:03pm
- III. Pledge of Allegiance
- IV. Approval of Meeting Agenda
 - a. Motion by Herman Thompson
 - b. 2nd by Robert Coleman
 - c. Unanimous
- V. Approval of Meeting May 4th 2017 Minutes
 - a. Motion by Donna Dearman
 - b. 2nd by Buddy Giddens
 - c. Unanimous
- VI. Treasurer's Report
 - a. Checking Account – \$5496.91
 - b. Savings Account – \$224. 89
- VII. Persons to be Heard (suggested 5 minutes each)
 - a.
 - b.
 - c.
- VIII. Correspondence –
 - a. Thank you Letter for the Upper Susitna Food Pantry.
 - b. **Letter about Oil Exploration**
 - i. Out of State company may explore on state and borough lands on west side of Parks Highway.
 - c. **Notice of Marijuana Cultivation Facility**
 - i. Russell William plans to open a facility on McKinley View Drive.
- IX. Committee and Governmental Reports
 - a. Road Service Areas (15 & 29) – N/A
 - b. Borough Assembly Update – N/A
 - c. Grant Expenditure Committee - Meets Thursday 6th at 6:00pm
 - d. Bylaws Committee – N/A
 - e. Ways & Means Committee – N/A



- f. Cemetery Committee – Tabled until Aug.
- g. Election Committee – Needs to establish a committee in Aug.

X. Old Business

- a. Debit Cards - Herman Thompson has both his and Trevor Walter's cards in his possession.
- b. Audit Committee - Sign the Audit paperwork to complete the Audits from 2013-2016.
- c. Board Position - One seat still available.
 - i. Need to fill secretary position.
- d. Limiting Marijuana Licenses - talked to borough it's up to them to limit marijuana facilities. No action to be taken by council board.
- e. Selling the Trailer - Trevor Walter will take photos and repost for sale.
- f. D & O Insurance - Motion to write a check for \$726.00
 - i. Motion by Robert Coleman
 - ii. 2nd by Kelly Thomas
 - iii. Unanimous

XI. New Business - N/A

- a.
- b.
- c.

XII. Adjournment – 7:23pm

Tina Watt, President 7/6/17
Herman J. Thompson

Talkeetna Community Council
Draft May 1, 2017 Minutes

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1. Call to order 7:03pm

Quorum Established: Jeff Lebegue, Paul Button, Mary Farina, Chris Grabowski, Christie Seay & Peg Vos;

6 out of 7 (Ed O'Conner not present)

2. Christie Seay will take minutes

3. Approval of agenda

agenda amendment

correction in Resolution 17-060 Attachment A – in 3rd to last line, need 1 East tabs to left, right of 29 north

Mary Farina motions to approve amended agenda

Peg Vos seconds

motion passes with unanimous vote

4. Approval of April minutes

Mary Farina motions to approve amended minutes, Peg Vos seconds

motion passes with unanimous vote

5. treasurer's report submitted by Christie Seay

6. Out-of-town guest(s). a. Ms. Kathy Watkins, Willow CERT
SuValley fire safety

7. Correspondence – Paul Button reviewed

TPAC requests related correspondence to be forwarded to them.

8. Announcements

a. re-platting near Christiansen Lake

b. re-platting for Barbara Barrett

c. Talkeetna Dike Project update 3

d. Final Draft of Talkeetna Ridge Trail Development Plan is on TCCI website

9. Persons to be heard.

Kathleen Fleming

Whitney Wolff

Mike Wood

10. Assembly Update.

Randall Kowalke

11. Committee/Board Reports

- a. TPAC – Iris Vandenharn
- b. Main St. SPUD – Laura Wright submitted a written report, read by Whitney
- c. District Boundary – will discuss in new business
- d. Recycling – no report
- e. RSA – John Strassenburgh
- f. Revenue Sharing – Christie Seay
- g. Skatepark – no report
- h. Safe River Access – no report

12. Executive Session

Paul Button motions that the TCCI board of directors go into executive session to address the correspondence from Robert Sheldon dated 4/14/17, and received by certified mail.
Authorized under Alaska Statute 44.62.310 section c2

Christie Seay seconded

Motion approved 4-1

Executive session adjourned with no action

13. Unfinished Business

- a. bylaws change for new TCCI district boundary

first second reading of boundary description as required by TCCI bylaws

14. New Business

- a. Ridge Trail Draft – Paul -motion to accept TPAC's recommendation and that TCCI write a letter recommending that the borough adopt the ridge trail development plan

Peg Vos second

motion passes with unanimous vote

- b. Alcohol License transfer, Swiss Alaska Inn - no action

- c. Comment period for Borough and State Public Notices – too short

Christie Seay motions – to discuss how to deal with too short comment period for borough and state public notices, Paul Button seconded

Christie Seay - amend motion to write a letter to borough manager ask for notices in electronic format to TCCI email asap

second by Mary Farina

motion as amended passes with unanimous vote

- d. Proposed Borough Ordinance to enact sales tax for TKA sewer/water

Chris Grabowski motions that borough remove the tax on gaming property from the ordinance

Christie Seay seconded

2 for, 3 against, 1 abstain

- e. Proposal for RR pedestrian crossing and East/west hybrid parking

Chris Grabowski motion - that TCCI recommend to the borough that they accept the east/west hybrid parking proposal

Paul Button seconded

amend the motion to include the importance of the 2004 Talkeetna River Front plan and the importance of an at-grade pedestrian rail crossing

Christie Seay seconds

amended motion passes with unanimous vote

10:30 pm

to comply with TCCI bylaws, *Chris Grabowski motions to extend the meeting past 10:30 pm*

Peg Vos seconds

motion passes 5-1

15. Adjourn

time – 10:43pm

motion to by Christie Seay

peg vos seconds

passes unanimously

approved by:

attested to:

Mary Farina
[Signature]



Talkeetna Community Council, Inc.

A non-profit, community service organization

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Talkeetna Community Council, Inc.
The Regular Monthly Meeting of the TCCI
Monday, June 5, 2017 at 7:00pm at the Talkeetna Community Library
2nd Draft of Minutes

1. **Call to Order:** 7:00pm
2. **Quorum Established:** Board Members present (5 of 7); Paul Button, Mary Farina, Chris Grabowski, Jeff Lebegue and Peg Vos. Ed O'Conner and Christi Seay did not attend.
3. **Minutes:** Chris will take the minutes.
4. **Approval of the Agenda:** Peg made a motion to approve the agenda; Chris 2nd. Motion passed unanimously (4-0).
5. **Approval of May 2017 minutes with one correction (#13 Under "Unfinished Business", it was actually the 1st reading.):** Paul made a motion to approve the minutes; Peg 2nd. Motion passed unanimously (4-0).
6. **Treasurer's Report:** Jeff read an email update from Christi.
7. **Out-of-town guest(s):** Chris Psenak (contractor) spoke regarding revetment. Patricia Fisher from the Mat-Su Plastic Bag-It Campaign formerly known as the Mat-Su Zero Waste Coalition spoke. Michelle Overstreet from the My House Homeless Youth Center in Wasilla spoke.
8. **Correspondence:** Paul gave an update on correspondence.
9. **Announcements:**
 - a. Biennial Report filed with State of Alaska
 - b. AK LNG FERC application submitted
 - c. Letter of support from THS for E-W Hybrid parking plan
 - d. Letter of thanks to TCCI from TPAC for Ridge Trail support
 - e. Letter of support from TKA Chamber for E-W Hybrid Parking Plan
 - f. Wednesday, June 7th, 10am-5pm, a Sustaining Non-Profits course will be offered at NSI
10. **Persons to be heard:** Tim Rose spoke about speeding at the north end of Main Street. Whitney Wolff spoke regarding the Public Bathrooms.
11. **Assembly Update:** Representative Randall Kowalke gave an update.
12. **Committee and Board Reports:**
 - a. **TPAC:** No report.

Talkeetna Community Council, Inc.
P.O. Box 608, Talkeetna AK 99676

- b. **Main Street SPUD:** Whitney Wolff read Laura Wright's email report.
- c. **District Review Committee:** Now defunct.
- d. **Recycling:** Brenda gave a report.
- e. **RSA:** John Strassenburgh gave a report.
- f. **Revenue Sharing:** No report.
- g. **Skatepark:** No report.
- h. **Safe River Access:** No report.

13. Unfinished Business:

- a. 2nd Reading of the new boundaries for the TCCI.

14. New Business:

- a. Sales Tax for Sewer and Water (No action).
- b. Oil and Gas Exploration License Proposal for Susitna Valley:
 - i. Paul made the motion, Chris 2nd, to write a letter objecting to the State's proposal of Oil & Gas Exploration in the Upper Susitna Valley. Motion passed unanimously (4-0).
- c. Proposed subdivision of lot for Blair Hills (No action).
- d. Proposed re-platting 2N Holdings (No action).
- e. AKRR 2017 Integrated Vegetation Management Plan:
 - i. Chris made the motion, Paul 2nd, to write an email to AKRR to respect the buffer zones that the TCCI sent to the AKRR last year regarding the Integrated Vegetation Management Plan. Motion passed unanimously (4-0).

- 15. Adjournment:** Chris made the motion to adjourn at 9:03pm; Mary 2nd. Motion passed unanimously (4-0).

Approved by: 

Attested to: 

COUNCIL MEETING MINUTES
Regular Meeting 6:30 PM Thursday, May 18, 2017

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- I. Meeting called 6:37pm.
- II. Determination of Quorum
- III. Board Members in Attendance: Glenka, Miller and Grelson (telephonically).
- IV. Reading and approval of minutes from April 20, 2017
- V. Borough Assembly Report: No report.
- VI. TCCSA CIP Report: CIP#4: No expenditures since last report. Total remaining \$10,928.86. Total spent to date: \$9,071.14.
- VII. Treasurer's Report: No expenditures this period. Checking balance is \$415.44 and Savings balance is \$25.32 having earned .01 dividend as of 3/31/17.
- VIII. Revenue Sharing Project Updates:
 - A. FY2012: Oral History – No expenditures. \$98.27 remaining
 - B. FY2013: TCCSA Conex – No expenditures. \$1,366.54 remaining
 - C. FY2014:
 - TCCC Operating Costs – No expenditures. \$179.19 remaining
 - Nordic Ski Club – No expenditures. \$88.51 remaining
 - D. FY2015:
 - TCCSA Operating Costs – Expenditures (February 16 – April 19) \$1,753.63. \$7,189.57 remaining
- IX. Correspondence/Current Mail: NONE
- X. Public Forum: NONE
- XI. Unfinished Business:
 - A. Village Safe Water Program (VSW): Meeting scheduled for May 22 to select firm to write PER, Preliminary Engineering Report. This report will be used to request funding for the design and construction of a community well and watering point for Trapper Creek.

B. FY16 Revenue Share: Vote results tallied at the library by Jennie Earles, Debbie Filter, and Paula Glenka resulted in funding for the following projects:

- TCCSA: \$13,500 for operating costs for Park & Cemetery
- Upper Susitna Food Pantry: \$3,900 for food and transportation costs
- Trapper Creek Community Council: \$1,000 for operating costs
- Nordic Ski Club: \$300 for maintenance of Bearcat and trail grooming
- Winter Trail Grooming: \$600 (partially funded) for grooming of nearby winter trails in the upper valley

XII. New Business: NONE

XIII. Date of next meeting scheduled for **June 15, 2017, 6:30 PM**

XIV. Meeting adjourned at 6:42 PM

(Minutes taken by Council Secretary, Levi Miller)

Approved:

	
Chairperson	Secretary
<u>6/15/2017</u>	<u>6/15/17</u>
Date	Date

Trapper Creek Community Council
PO Box 13021, Trapper Creek, AK 99683-0321 (907) 733-7370 Teleconference



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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: June 5, 2017

Occasion: General Meeting

Called to Order: 7:06 pm

Quorum: Board Quorum present. No Community Quorum.

Agenda: Steve Charles moved to amend and add DNR Exploration discussion – approved.

Minutes: May 1, 2017 minutes approved as written.

Borough Assembly Report: Randall's phone number and email are posted on MSB website, please contact him with questions or comments. Waiting to find out about money from rec bond and waiting on DNR for Hessler/Norris trail project. Ice rinks are being discussed with MSB. Park: waiting for quote for as built and flagging, fieldwork should begin 6/16, design should be final by end of June. MSB budget passed. The mill rate is currently at the cap. MSB school district asking for additional funding. A sales tax is being discussed.

Officer Reports:

1. **Secretary:** No report; Sue absent, Carrie took meeting notes.
2. **Treasurer:** No report; Vince absent.
3. **Vice Chair:** Jim helped with clean up day, purchased a new vacuum for WCC. There was a question about break-ins at WCC and Jim said game cameras are up.
4. **Chair:** Notice from DNR regarding hearings on exploration. Steve Charles will discuss as comment period ends in June. Presented Dan Wilcox, pastor of United Methodist Church, with a certificate recognizing his service in Willow. Dan and his family are moving to Wasilla. Passed out information on beautification fence project. Any Anderson spoke about the project. Talon made the following motion.

MOTION: Approve the fence beautification project as presented by Andy. Andy will donate the labor.
Motion seconded.

VOTE: Passed unanimous.

Committee Reports:

1. **Carnival:** Carnival 2018 planning meetings will start in August – take photos of your rainbow trout.
2. **Trails:** National Trails Day was June 3rd – 20 people hiked the Red Shirt Lake trail followed by a talk on birds and a potluck. There will be group hikes throughout the summer – watch for announcements. Contact Steve if you have suggestions. Trails summer projects: construct mile long trail from park to Shirley Lake. Trying to secure funds to harden 4x4 trail from park to Parks Highway.
3. **Youth Forum:** Meeting July 6 at 7 pm in WCC. Property lines being surveyed, parking lot and drive upgrades ready to go to bid. Possible meeting at park on 6/11 – information will be sent via list serve.
4. **CERT:** Fire Wise safety event in May – an Emergency Fair will be held May 2018. Five members assisted Dep. of Corrections with a drill. Parade will move start to Heart of Willow – distance the same. Brenda passed out parade safety guidelines – Talon will ensure phone numbers are correct. There will be a 20 hour CERT training the first two weekends in Nov.
5. **Willow Recycling:** Tip of the month: recycle #5 garden containers at Jacobson's Greenhouse in Wasilla. Can recycle black plastic bags with other stretchy plastic. Contact Jane Newman to volunteer on recycle day. Denise at Willow transfer station can answer recycling questions.
6. **Fire Service:** There were 12 calls in May. Recruitment drive starting, have 5 applications so far.

Unfinished Business

1. Willow Get Together: Christa read proposal for use. Discussion followed. They provide insurance & trashcans. Parking lot in use on 6/23 – 6/25 and 7/15. Need a parking lot use agreement and insurance guidelines for overnight camping.

The chair appointed the following committee to determine parking lot use agreement: Patti White, Christa Andrews, Jim Rogers, Carrie Smolden and Talon Boeve.

MOTION: Approve WGT use of parking lot through 6/10-6/11. Motion seconded.

VOTE: Passed unanimous.

New Business

1. Steve discussed DNR oil and gas exploration. Comment deadline is 6/23.

MOTION: Send a letter to DNR asking they accept WACO comments after the 6/23 deadline and invite them to 7/10 WACO meeting. Motion seconded.

VOTE: Passed unanimous.

At-Large Representative Reports:

1. Talon attended CERT HIPPA training.
2. Carrie talked about vandalism and trails.
3. Amber mentioned a 40-acre plot at corner of Crystal Lake Road and Willow Creek Parkway has been cleared and will be sold in 5-acre parcels.

Community Groups/Clubs

1. **Chamber of Commerce:** No report.
2. **Community Enrichment:** No report.
3. **Library:** Discussed June activities. Memorial day weekend 5K race had 50+ people. Summer reading began June 1 with over 50 kids participating. State money left over from Talkeetna project will be coming to Willow Library.
4. **Lion's Club:** No report.
5. **Willow Health Organization:** No report.
6. **Willow Historical Wildlife Foundation:** Meeting on 6/14 at 7 pm in old log building.
7. **Willow Dog Musers Association:** No report.
8. **Garden Club:** Library garden is being renovated. Solstice Celebration is 6/24 from 12:30 – 4 pm at George and Dorthea's.
10. **PTA:** School is out for the summer.

Persons to be Heard/Announcements:

1. Kathy Watkins said Sunshine Community Health Clinic hired 2 new providers, updated dental and x-ray facilities at Willow clinic. Need new board members.
2. John Spitzburg said the Veterans Community Care Group is looking for veterans with physical, dental, mental conditions who may not have medical insurance or care.
3. If there are any concerns with WCC building call Jim Rogers 507-317-6502

Adjourned 8:53 pm. Next Meeting July 10.

SUBMITTED:

Secretary

Date

APPROVED:


Harry Banks, Chair


Date