

Matanuska-Susitna Borough  
Butte Fire Service Area Board of Supervisors

RECEIVED  
FEB 18 2020  
CLERKS OFFICE

Regular meeting 19 December 2019

Meeting time: 6:30 p.m.

Location: Butte Station 21

I. Call to order: As meeting was properly noticed and a quorum was present, meeting was called to order at 6:35 p.m. by Gregory Nilsson, Butte FSA Chair.

II. Roll call: Mitzi Van Asdian, Robert Hicks, Gregory Nilsson, present.

Fire department staff: Chief Louis LaRousse, Assistant Chief Michael Shipton

Guests: Borough Safety Director Ken Barkley, newly hired Deputy Director Brian Davis.

III. Stood for Pledge of Allegiance

IV. Approved 21 November 2019 minutes

V. Reports/Correspondence:

A. Director Ken Barkley introduced new Deputy Director Brian Davis, who through the years has served departments in Chugiak, Fairbanks, and now Palmer.

B. Chief La Rousse reported he and Captain Shipton are working on employee handbook on Standard Operating Procedures and Protocols.

C. Retention and outreach; we have nine new hires since September. We now have six people at Station 22 for two pieces of equipment. Four people required for operation. Captain Shipton advised we are doing outreach on several levels; from March to October we have been involved in fourteen community events at station 21 and other locations.

D. Announcements: Director Barkley advised he has asked for another mechanic to be assigned to Houston department. Houston will pay \$30,000 annually for the borough to provide equipment maintenance on their six engines and tenders. We assist in their upgrades. Together the FSAs provide \$110,000.00 to the Borough Maintenance Facility to provide maintenance on everyone's equipment. When we work together as a team we can see saving like this year when

fleet maintenance saved \$70,000.00 by having work done in-house.

E. Strategic plan being updated; Chief Shipton says calls, mainly medical, saw a 2018-2019 surge in incidents, 238 to date. Butte FSA population has grown 23.9 per cent in last five years and we can expect two to five percent annual increases over the next five years. Planning is needed for large scale incidents. Chief Shipton advised 200 hours FF1 training complete to date, and 80 to 96 hours of haz mat classes.

F. Discussion of how CIP funds are allocated, and what happens to fund balances. Looking at radio purchases, Areawide will provide four radios at \$3600.00 apiece. A 2022 requirement for leak detection systems for fuel tanks is being addressed; "Root Systems" will provide the required systems. Mister Hicks asked whether funding could be secured for new roof for Sta 21 but was advised repairs from wind damage were successful.

G. We have four 4500 psi bottles and a six thousand psi air compressor is presently our most critical need.

Meeting adjourned 9 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Gregory S. Nilsson', with a stylized, flowing script.

Gregory Nilsson

Butte FSA Chair

# Central Mat-Su FSA Board of Supervisors Meeting

Central Mat-Su PSB – Station 61  
101 West Swanson Avenue  
Wasilla, AK 99654

RECEIVED  
FEB 11 2020  
CLERKS OFFICE

Chairman: D. Eller  
Vice Chairman: J. Jameson

Board Members: B. Davis  
D. Tucker  
J. Steele

December 9, 2019 – 6 P.M.

## REGULAR MEETING MINUTES

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

The meeting of the Central Mat-Su Fire Service Area Board of Supervisors was called to order at 6:00 p.m. at the Central Mat-Su Public Safety Building (CMSPSB) at 101 West Swanson Avenue, Wasilla, Alaska by Chairman Dave Eller on December 9, 2019.

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

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

Chairman Dave Eller, Brian Davis, Jim Jameson, James Steele and Dan Tucker

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

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

Mr. Eller led the "Pledge of Allegiance."

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

December 9, 2019

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

VOTE: The motion passed unanimously.

## V. APPROVAL OF PRECEDING MEETING MINUTES

MOTION: Mr. Tucker moved, and Mr. Jameson seconded, to approve the November 4, 2019 Regular Meeting minutes as presented.

VOTE: The motion passed unanimously.

## VI. BOARD REPORTS/CORRESPONDENCE

## VII. UNFINISHED BUSINESS

## VIII. NEW BUSINESS

Chief Keenan introduced Brian Davis as the new Deputy Director – Fire. Director Barkley stated that Mr. Davis was the Battalion Chief for the City of Fairbanks. He served 22 years with the City of Fairbanks.

### Chiefs Report

- 160 total calls in November
  - 4 Structure Fires
  - 30 Medic Assists
  - 20 Motor Vehicle Accidents with Injury
- 1711 total calls for 2019

Fire Marshal Office – November  
Fire & Life Safety Division Statistics

New Plans Reviews	27
Valuation of Construction	\$5,701,355.44
Fees Assessed	\$30,179.22
Actual Fees Collected	\$37,375.22
Plan Reviews Approved	19
Inspections	23
Fire Investigations	0
Platting Comments	9
Pre-fire Plans	0
Public Education – Events	7
Public Education – Participants	845

### Training

- Firefighter 1 Class (4 graduates)
- Basic Firefighter Class (10 graduates)
- Working on mandatory training for the year (HAZMAT & SCBA)



#### Station 6-1 (Remodel)

Chief Keenan stated that we are meeting with the City of Wasilla tomorrow to discuss the City's landscape covenants. A certain percentage of the project budget needs to go toward landscaping.

#### Station 6-3

- Sprinkler system repair awarded to Taylor Fire Protection – parts on order, projected completion late January

#### Station 6-2

- Contractor is working on the punch list

#### Station 6-2 (old)

Chief Keenan stated that we will see samples of the siding before they install it.

#### Pumper-Tender X 2

- Additional funding approved - November 19, 2019 (order approval goes before the assembly in January)

#### Capital Improvement Projects

- The proposed CIP adjustments discussed at the October meeting have all been approved
  - Pumper-Tender - \$180,000.00
  - Station 6-1 - \$500,000.00
  - Training Complex - \$74,403.00

#### Operating Budget

- Operating budget will be completed next week and reviewed by Directors Davis and Barkley
- A draft will be sent to the B.O.S. before the next board meeting in January

#### CMSFSA Christmas Party

- Annual Christmas Party – Station 6-2 December 17, 6pm – Board members and family are welcome to attend

#### ID Badges – CMSFSA B.O.S.

Mr. Eller asked if it was possible to get ID badges made for the B.O.S.? Chief Keenan stated that we will take pictures at the next board meeting for ID badges and the picture display case at Station 6-1.

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

#### **X. AUDIENCE PARTICIPATION & BOARD COMMENTS**

Mr. Jameson stated how proud he is to be a member of this department. He can't say enough on what this department means to him. This department is my family, my home, and my love. Thank you!

Mr. Tucker reported that he has attended a number of fires and watched Engine 6-1 get there before anyone else, only because they are available. They are available because we make them available. It is phenomenal to watch and see the results. Phenomenal stops! Great results! Good operations! Chief Keenan stated we have had some structure fire saves staffing Station 6-2. Staffing both stations is making a big impact on this fire service area.

**XI. ADJOURNMENT**

Mr. Eller adjourned the board meeting at approximately 6:23 p.m.

**Next Meeting: January 13, 2020 6pm**



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

ATTEST:



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

Minutes approved on: 2/11/2020

MATANUSKA-SUSITNA BOROUGH  
*Enhanced 911 ADVISORY BOARD MINUTES*

December 10, 2019

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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:

Tom Dunn, AST;	Rebecca Turney, Palmer Police;
Jacob Butcher, Wasilla Police;	Casey Cook, MSB DES;
Christian Hartley, Houston Fire; and	Zack McRae, MSB DES.

Also in attendance were: Hillary Palmer, MSB GIS; Dwayne Shelton, Palmer Police; Brian Davis, MSB DES; and Aleeha Travis, MTA.

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

APPROVAL OF AGENDA: The agenda was approved as presented.

APPROVAL OF MINUTES: There was no objection to the approval of the November 12th, 2019 minutes as presented.

PERSONS TO BE HEARD: None

## REPORTS

### GIS

Ms. Palmer thanked the board for the funding to assist in the Aerial Imagery project and provided a hard drive to Mat-Com with a copy of the 2019 Aerial Imagery Mosaic.

### Addressing Campaign

Mr. Cook stated that:

- 1) Kelly Clemons is back and working on outreach for addressing.
- 2) We are also working with the dispatch centers on getting the Smart911 and Community Connect information out to the public.

## NEW BUSINESS

### Election of Chairperson

Ms. Laughlin stated: The Chairperson position is up for election and there are currently no nominations. She asked for nominations from the floor. Mr. Jacob Butcher nominated Mr. Cook, who accepted the nomination. No other nominations were heard. A vote was taken and all were in favor of Mr. Cook continuing as Chairman for another term.

## OLD BUSINESS

### Call Location Inconsistencies

None to report.

### E-911 Legislative Amendments

No updates to report.

## INFORMATIONAL ITEMS

- FY20 Surcharge Revenue Chart – No questions heard.
- FY20 E-911 Budget Performance Report – No questions heard.
- 911 Quarterly Dispatch Call Report – Mat-Com provided a year-to-date call report. No questions were heard.


## COMMENTS

Ms. Palmer stated: She will be going to the NENA Standards and Best Practices Conference in January and is looking forward to it.

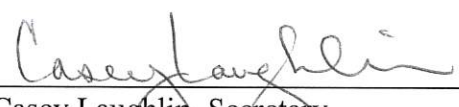
## NEXT MEETING DATE

Chairman Cook announced that the next meeting date would be February 11, 2020 at the Cottonwood Public Safety Building.

## ADJOURNMENT

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

ATTEST:

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

MATANUSKA-SUSITNA BOROUGH  
LOCAL EMERGENCY PLANNING COMMITTEE MINUTES

October 16, 2019

The regular meeting of the Local Emergency Planning Committee (LEPC) was called to order at 7:00 p.m. at the Cottonwood Public Safety Building.

Advisory Board members in attendance establishing a quorum were:

Kevin Munson,	Micah Weinstein,
Mike Chmielewski,	Norman Straub,
Kathy Watkins,	Ray Hollenbeck,
Christian Hartley,	Ken Hudson,
Bea Adler,	Dawn Hicks,
Kara Cahill, and	Casey Cook.

Also in attendance were: Kathy Cappa, Palmer/Wasilla CERT; Talon Boeve, MSB/EM; and Amanda Loach, Anchorage OEM.

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 December 19, 2018 minutes as presented.

PERSONS TO BE HEARD

None

REPORTS

MSB Emergency Management

Mr. Cook stated that:

- 1) We dealt with several fires this summer and he gave an overview of the McKinley fire and recovery process.
- 2) COAD has been active and working with the McKinley Fire victims.
- 3) We are still working on the November 2018 Earthquake recovery.
- 4) We have been supporting CERT very heavily.

## Public Health

Mr. Cook stated that: The Valley Native Primary Care Center will be doing a POD exercise at the end of the month.

## Willow/Talkeena CERT

Ms. Watkins stated that:

- 1) In August, there were 175 volunteers for the McKinley Fire. They also assisted in manning the call center.
- 2) They helped package POD supplies for various communities.
- 3) At the Preparedness Expo, they had Willow, Talkeetna, and Glacier View CERT represented and they gave away a kid's backpack.
- 4) The first statewide newsletter for CERT went out October 1<sup>st</sup> and it covered July 1 – September 30, 2019.
- 5) On November 9<sup>th</sup> & 10<sup>th</sup>, and 16<sup>th</sup> & 17<sup>th</sup>, there will be a CERT class in Willow.
- 6) They have the opportunity to do an emergency preparedness presentation to the Colony Middle School Honor Society.

Mr. Cook stated that: He, Talon Boeve, Stephanie Bishop, Brenda McCain, Kathy Watkins, and Bill Morrow all took the My PI course (My Preparedness Initiative) – it is a way to get teens involved in the CERT training, family preparedness, and to be better citizens. Ms. Boeve is working on trying to get this program into the school system.

## Palmer/Wasilla CERT

Ms. Cappa stated that:

- 1) They worked at the Menard Center assisting in the McKinley Fire.
- 2) They did POD training with Lou Friend.
- 3) They participated in the Preparedness Expo, and one of her students received first place in the poster contest.
- 4) They will be participating this weekend in the Butte Elementary Disaster Simulation.
- 5) They helped present emergency information at Dena'ina Elementary and showed the kids their Bug-Out Bags.

## Mat-Su Regional

Ms. Cahill stated that:

- 1) They continue to do their “12 hour down time” and it will continue through December (no electronic equipment).
- 2) They are looking at doing their next full scale exercise with DHSS on February 27, 2020. It will be an active shooter scenario.

## Preparedness Events

Ms. Adler stated that: This was the first year that she hasn't been Chair for the Preparedness Expo. Ms. Boeve took over this year and did a wonderful job. She had great attention to detail



and everyone felt that it was a day well spent and were happy with the outcome. It is estimated that between 1,500 – 1,700 people attended, which is up from last year.

## OLD BUSINESS

### EOP Review

Ms. Laughlin stated that: she would put the most recent copy of the EOP on thumb drives and e-mail Mr. Munson and Mr. Straub to pick them up. It was discussed and decided on that from there, the Plans Review Workgroup would review it, and come up with a timeline and plan for updates/revisions and review by the LEPC board.

### Hazard Mitigation Plan Review

Ms. Laughlin will follow up with Ms. Boothby to determine if the LEPC's input is still needed in this plan review.

## NEW BUSINESS

### Chairperson Election

Ms. Laughlin stated that: The Chair position is up for election and asked for any nominations from the floor. Mr. Munson nominated Mr. Cook, as did Ms. Watkins via e-mail. No other nominations were heard so the nominations were closed. Mr. Cook accepted the nomination. All were in favor of Mr. Cook continuing as Chair, and none were opposed.

### Proposed Quarterly Meeting Schedule/Time Adjustment

Ms. Laughlin stated that: As a recommendation by board members, she would like to propose a quarterly meeting schedule and possible time change. After much discussion, motions were made.

MOTION: Mr. Weinstein moved, and Mr. Straub seconded to hold meetings quarterly, beginning with the next meeting, which would be held January 15, 2020. The majority were in favor, none were opposed.

MOTION: Mr. Weinstein moved, and Mr. Straub seconded to change the meeting time to 5:30 p.m. – 7:00 p.m. The majority were in favor, none were opposed.

### Expiring Board Seats

Ms. Laughlin stated that: The seats for Ms. Watkins, Ms. Adler, Mr. Hollenbeck, Mr. Weinstein, and Mr. Ketterling were expiring on 12/31/19. Ms. Watkins already turned in her renewal application, and Mr. Ketterling is retiring at the end of the year so he will not be renewing. In addition, Mr. Ketterling is our Vice Chair, so we will need to vote in a new Vice Chair at the January meeting. The rest of the individuals were present and stated they were renewing their seats for another term.

Mr. Cook stated that: We have a lot of open seats, and advised the group of the vacancies. He asked that if anyone knew of anyone who could fill these seats, to please reach out to them.

#### INFORMATIONAL ITEMS

Mr. Cook stated that: The LEPC is losing their state grant funding next year as well. There will be a meeting regarding this at the LEPCA/SERC meeting next week. Ms. Watkins agreed to attend and be the representative for the Mat-Su District LEPC at those meetings.

Mr. Chmielewski stated that:

- 1) His station has just completed some additional redundancy work. The Glacier View site is now redundantly supplied, and the same service will be provided to Sutton from his studio. He feels it is his responsibility as a member of this group to reach out to the other stations to discuss their redundancy. He will aim to report how things look at the January meeting.
- 2) He recently interviewed the Safety Director for the school district and learned a lot from it. He asked if the group would be interested in having him attend the LEPC and give a presentation. The group agreed, and he said he would reach out and try to set it up.
- 3) He would like to make another pitch for Sat-Phones.

Mr. Hudson stated that: They had a mini preparedness event at the Butte Fire Station, but not many people attended.

Ms. Watkins stated that: They are holding a disaster drill at the Willow Community Center on November 17<sup>th</sup> and are looking for victim volunteers.

Mr. Hartley stated that: They are doing a Trunk or Treat at the Little Susitna Campground on Halloween from 3:00 – 5:00 p.m.

Ms. Adler stated that: She was down in Oregon recently and saw CERT and preparedness information on screen at the movie theater. She also saw flyers about CERT training in other areas in Oregon. She recalled that Oregon was at the forefront of the CERT movement.

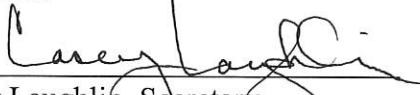
Mr. Cook introduced Amanda Loach from the Anchorage Office of Emergency Management. She stated she was attending the meeting to see how we do things in the Mat-Su.


#### NEXT MEETING DATE

Chairman Cook announced that the next meeting date would be January 15, 2020 at the Cottonwood Public Safety Building.

#### ADJOURNMENT

ATTEST:

  
Casey Laughlin, Secretary

  
Casey Cook, Chairman

## Meeting minutes RSA 27 Meadow lakes

Held Sept. 18, 2019 at station 71

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Meeting called to order at 6:00pm

Attending was Steve Edwards, Camden , quorum was met.

Borough staff chose not to attend.

Assembly member Tam Boeve attended.

Minutes from previous meetings read and approved with no changes.

Tam was surprised that no borough staff attended but shared that the job solicitation for a replacement superintendent was now posted and would close in a few days. Steve reported that he had been informed that no staff would attend and that he was expected to conduct the meeting anyway and would do his best to answer any questions.

A short discussion regarding the newly approved streetlight for Pitman/Meadow lakes.

Several ongoing RIP projects were discussed, Larry trail is not complete pending a punchlist of unsatisfactory items. Steve recapped the Windy Bottom project failure and expressed concern that additional RSA funds beyond the appropriation would be required. Both Camden and Steve were opposed to this.

Several of the stalled projects were discussed and Tam wanted to know details on where the delays were occurring. ROW delays were discussed as well as utilities. Camden related her experience with BIA and Mental health ROW difficulties. Steve discussed the ongoing problem of keeping enough projects in the "pipeline" to insure all RSA funds get expended each year. He showed his spreadsheets of the shortage in past years as well as 2019.

Scotts administrative leave was discussed with the board agreeing he had done a good job with the "recondition road" projects and overall communication with public. No information was available as to the cause of the early departure but the board looked forward to developing a good relationship with whoever is the replacement.

The new proposed RIP list was discussed and all the projects were approved in the order proposed. A lengthy discussion centered on the concept of starting additional projects below the funded line with the hope that all of the available \$1,750,000 could be spent next year. Steve read an email from Alex Senta promising to start some new projects and striving to spend

all the money. The board voted to approve the list relying on the email from Alex and signed the resolution.

Meeting adjourned around 7:50pm

Approved at meeting Feb 6, 2020

Approved:

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

The regular meeting of the Matanuska-Susitna Borough Planning Commission was held on January 6, 2020, at the Matanuska-Susitna Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 6:00 p.m. by Chair Colleen Vague.

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

Planning Commission members present and establishing a quorum:

Ms. Mary Anderson, Assembly District #1, Vice-Chair  
Mr. Jason Ortiz, Assembly District #2  
Ms. Patricia Chesbro, Assembly District #3  
Ms. Colleen Vague, Assembly District #4, Chair  
Mr. Chris Elder, Assembly District #5  
Mr. Stafford Glashan, Assembly District #6  
Mr. Sassan Mossanen, Assembly District #7

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Staff in attendance:

Mr. Alex Strawn, Development Services Manager  
Ms. Trina Sears, Assistant Borough Attorney  
Mr. Joseph Metzger, 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 Commissioner Ortiz.

**IV. CONSENT AGENDA**

**A. Minutes**

1. December 16, 2019, regular meeting minutes

**B. INTRODUCTION FOR PUBLIC HEARING: QUASI-JUDICIAL MATTERS**

1. **Resolution PC 20-03**, a conditional use permit in accordance with MSB 17.60 – Conditional Uses; for the operation of a marijuana retail facility, located at 173 N. Rosie Circle (Tax ID# 17N01W11A011/91911000U001); within Township 17 North, Range 1 West, Section 11, Seward Meridian. Public Hearing: February 3, 2020. (*Applicant: Kyle Lutz, on behalf of Laughing Salmon; Staff: Mark Whisenhunt*)
2. **Resolution PC 20-04**, a conditional use permit in accordance with MSB 17.30 – Conditional Use Permit for Earth Material Extraction, located at 3429 N. Pittman Road (Tax ID# 18N02WB002 and 18B02W23A002); within Township 18 North, Range 2 West, Section 23, Seward Meridian. A CUP would allow for the removal of approximately



400,000 cubic yards of earth materials through 2059. Public Hearing: February 3, 2020.  
(Applicant: Dan Steiner, on behalf of Foremost Construction, Staff: Joe Metzger)

**C. 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.

Mr. Metzger:

- identified a typo in the first Tax ID# for Resolution 20-04; and
- the correct Tax ID# is 18N02W23B002.

Mr. Strawn:

- identified a typo in the second Tax ID# for Resolution 20-04; and
- the correct Tax ID# is 18N02W23A002.

Mr. Metzger stated that the Tax ID numbers will be corrected on the February 3, 2020, PC Agenda.

GENERAL CONSENT: The consent agenda was approved as amended 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 6:06 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 PC 20-01**, a Conditional Use Permit in Accordance with MSB 17.60 – Conditional Uses; for the operation of a marijuana retail facility, located at 5320 W. Parks Highway (Tax ID# 17N02W11A013); within Township 17 North, Range 2 West, Section 11, Seward Meridian. (*Applicant: Charles Pasco, on behalf of Green Raven, LLC; Staff: Joe Metzger*)

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. Metzger provided a staff report:

- staff recommended approval of the resolution with conditions.

Commissioners questioned staff regarding:

- whether the charter school and the learning centers that are in the area are located within the minimum setback distance; and
- were there any additional attempts to contact the Meadow Lakes Community Council.

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

Ms. Amy Pasco, on behalf of Mr. Charles Pasco, provided an overview of their application.

Commissioners questioned the applicant regarding:

- clarification of how 24-hour access to the RV storage will affect security for the retail store; and
- how will the applicant manage potential loitering knowing that the RV storage is accessible 24 hours a day.

Chair Vague opened the public hearing.

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

MOTION: Commissioner Anderson moved to approve Resolution PC 20-01. The motion was seconded.

VOTE: The main motion passed without objection.

- A. **Resolution PC 20-02**, A Conditional Use Permit in accordance with MSB 17.70 – Regulation of Alcoholic Beverage Uses, for the operation of a beverage dispensary; located at Mile 68 of the Denali Highway (Tax ID# U05278000L00); within Township 22 South, Range 3 East, Section 6, Fairbanks Meridian. (*Applicant: Claude and Jennifer Bondy, on behalf of Alpine Creek Lodge; Staff: Joe Metzger*)

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. Metzger provided a staff report:

- staff recommended deleting the eighth whereas statement on page 318 of the packet as it is a duplicate; and
- staff recommended approval of the resolution with conditions.

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

Mr. and Mrs. Claude and Jennifer Bondy, Applicants, stated that they had nothing further to add and would answer questions.

Chair Vague opened the public hearing.

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

MOTION: Commissioner Mossanen moved to approve Resolution PC 20-02. The motion was seconded.

Commissioners Glashan and Elder spoke in favor of the resolution.

MOTION: Commissioner Mossanen moved a primary amendment to strike the eighth WHEREAS statement on page two of eight of the resolution. The motion was seconded.

VOTE: The primary amendment passed without objection.

VOTE: The main motion passed as amended 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. Adjudicatory *(if needed)*

B. Election of Planning Commission Chair and Vice-Chair

MOTION: Commissioner Anderson moved to nominate Commissioner Vague for Chair. The motion was seconded.

VOTE: The motion passed without objection.

MOTION: Commissioner Vague moved to nominate Commissioner Anderson for Vice-Chair. The motion was seconded.

VOTE: The motion passed without objection.

C. Upcoming Planning Commission Agenda Items *(Staff: Alex Strawn)*

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

**XV. DIRECTOR AND COMMISSIONER COMMENTS**

Chair Vague stated that there are no agenda items on the January 20, 2020, PC Agenda, and asked for a motion to cancel the meeting.

MOTION: Commissioner Mossanen moved to cancel the January 20, 2020, meeting. The motion was seconded.

VOTE: The motion passed without objection.

Commissioner Glashan opined that Planning Commission meetings are easy when staff does such a thorough job.

Commissioner Chesbro stated her agreement with Commissioner Glashan and thanked staff for their hard work.

Commissioner Elder welcomed Commissioner Ortiz and wished him a long and successful career as a Planning Commissioner.

Commissioner Mossanen:

- wished everyone a happy and healthy new year;
- thanked staff for their thorough packets; and
- stated his appreciation that the commission got through everything so quickly tonight.

Commissioner Ortiz stated his appreciation for the findings of fact and conclusions of law provided by staff, and how well they were organized.

Chair Vague:


- stated that staff always does a great job preparing the packets; and
- meetings aren't always this short, but they are always this much fun.

Commissioner Anderson:

- thanked staff for a great job;
- stated her appreciation for commissioners submitting their questions ahead of time which provided clarification to everyone;
- noted that she will not be at the February 3<sup>rd</sup> meeting unless there isn't a quorum without her.

## **XVI. ADJOURNMENT**

The regular meeting adjourned at 6:47 p.m.

  
\_\_\_\_\_  
COLLEEN VAGUE, Planning Commission  
Chair

ATTEST:

  
\_\_\_\_\_  
MARY BRODIGAN, Planning Commission  
Clerk

*Minutes approved: February 3, 2020*

## CLERKS OFFICE

By: Joe Metzger  
Introduced: January 6, 2020  
Public Hearing: February 3, 2020  
Action: Approved

**MATANUSKA-SUSITNA BOROUGH**  
**PLANNING COMMISSION RESOLUTION NO. 20-03**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION APPROVING A CONDITIONAL USE PERMIT FOR THE OPERATION OF A MARIJUANA RETAIL FACILITY AT 173 NORTH ROSIE CIRCLE (TAX ID# 17N01W11A011 / 9191000U001); WITHIN TOWNSHIP 17 NORTH, RANGE 1 WEST, SECTION 11, SEWARD MERIDIAN.

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WHEREAS, an application has been received from Kyle Lutz on behalf of Laughing Salmon for a conditional use permit for the operation of a marijuana retail facility at 173 North Rosie Circle, (Tax ID# 17N01W11A011 / 9191000U001); within Township 17 North, Range 1 West, Section 11, 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 proposed retail facility will be wholly contained within the commercial structure approximately 2,520 square feet in size; and

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

WHEREAS, ITE Trip Generation 10th Edition indicates a "Marijuana Dispensary" 1000-square feet in size is expected to produce 29.93 trips per peak PM hour. The structure that will contain the proposed marijuana retail facility is approximately 2,520 square feet and based on these calculations is expected to produce approximately 76 trips per peak PM hour; and

WHEREAS, ITE Trip Generation 10th Edition indicates a "Marijuana Dispensary" 1000-square feet in size is expected to produce 259.31 trips per day. The structure that will contain the proposed marijuana retail facility is approximately 2,520 square feet and based on these calculations is expected to produce approximately 650 trips per day; and

WHEREAS, the proposed use will not be processing, manufacturing, or storing hazardous substances identified in MSB 17.61.020(A)(3); and

WHEREAS, the proposed use is confined to a generally flat area on the parcel; and

WHEREAS, the proposed use is commercial retail in nature and will not generate contaminated water runoff; and

WHEREAS, the property is located in the Core Area; however, there are no specific zoning designations for this parcel; and

WHEREAS, the proposed use accesses E. Palmer-Wasilla Highway from an existing, State of Alaska permitted driveway; and



WHEREAS, E. Palmer-Wasilla Highway is considered a highway and has many different uses on its frontage, including residential, commercial, and industrial; and

WHEREAS, the closest residential structure is located to the northwest and is approximately 480 feet away from the proposed use; and

WHEREAS, the application material indicates two illuminated signs will be installed on the proposed facility. One sign will be installed on the west side of the building and will say "Laughing Salmon Cannabis", while the other sign will be installed above the entrance to the facility; and

WHEREAS, the proposed hours of operation are 8:00 a.m. until 12:00 a.m., daily; and

WHEREAS, according to the application material, the proposed use is located approximately 36 feet from the E. Palmer-Wasilla highway to the north, approximately 16 feet to the property line to the east, approximately 318 feet to the southern property line, and approximately 78 feet to the property line to the west; and

WHEREAS, the proposed marijuana retail facility is the first unit to be constructed in a new commercial business plaza that is being developed; and

WHEREAS, there are multiple commercial businesses in the surrounding area such as, but not limited to, a tattoo shop, a gravel pit, and a tire business; and

WHEREAS, the surrounding area is comprised of mixed uses. The parcels directly to the south and west will be used for commercial purposes, as they are part of a new commercial business plaza under development. The parcel to the east is vacant and undeveloped and the use abuts E. Palmer-Wasilla Highway to the north; and

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

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

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

WHEREAS, the closest school (Wasilla Lake Christian School) is approximately 1,350 feet away from the use; and

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

WHEREAS, security cameras, motion detectors, panic buttons, and lighting are used to monitor all activities at the facility; and

WHEREAS, according to the application material, landscaping on the north and south side of the structure will be done during the summer and following the completion of the building. The landscaping will include seeded grass and flowers; and

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

WHEREAS, the Mat-Su Borough Central Mat-Su Fire Department has issued Plan Review #2020-009, for the commercial structure; and

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

WHEREAS, the applicant has provided a copy of the approved Plan Review #2020-009; and

WHEREAS, the subject parcel was created in 2019 from a platting action and became Unit 1 of the Guardian View Plaza. Prior to the platting action the parcel was vacant and undeveloped; and

WHEREAS, a marijuana retail facility 2,520 square feet in size is required to provide eight parking spaces with one ADA compliant space; and

WHEREAS, each space is 20 feet in length and ten feet wide; and

WHEREAS, eight (8) customer parking spaces are being provided; and

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

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

WHEREAS, according to the application material, one van accessible parking space, 11 feet wide with a five-foot wide parking isle is being 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 February 3, 2020 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 20-03:

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, with conditions, 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 application material meets all of the requirements of this chapter (MSB 17.60.100(B)(4)).
5. The proposed use, with conditions, 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, with conditions, to reduce negative affects upon adjacent properties (MSB 17.60.150(A)(2)(a-c)).
7. The proposed use, with conditions, 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 applicant has provided documentation demonstrating 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 operation shall comply with all applicable state and local regulations.
2. All aspects of the operation shall comply with the description detailed in the application material and with the conditions of this permit. An amendment to the Conditional Use Permit shall be required prior to any expansion of the conditional use.
3. Borough staff shall be permitted to enter premises subject to this permit to monitor compliance with permit requirements. Such access will at minimum, be allowed on demand when activity is occurring, and/or with prior verbal or written notice, and/or at other times as necessary to monitor compliance. Denial of access to Borough staff shall be a violation of this Conditional Use Permit.
4. The operation shall comply with the maximum permissible sound level limits allowed, per the requirements of MSB 8.52 - Noise, Amplified Sound and Vibration.



5. The hours of operation shall not exceed 8:00 a.m. - 12:00 a.m., daily.

6. On-site consumption of marijuana and marijuana products is prohibited.

ADOPTED by the Matanuska-Susitna Borough Planning Commission  
this 3<sup>rd</sup> day of February, 2020.

  
\_\_\_\_\_  
COLLEEN VAGUE, Chair

ATTEST

  
\_\_\_\_\_  
MARY BRODIGAN, Planning Clerk

(SEAL)

APPROVED UNANIMOUSLY: Vague, Anderson, Ortiz, Chesbro, Elder,  
Glashan, and Mossanen

RECEIVED

FEB 07 2020

CLERKS OFFICE

By: Joe Metzger  
Introduced: January 6, 2020  
Public Hearing: February 3, 2020  
Action: Approved

**MATANUSKA-SUSITNA BOROUGH  
PLANNING COMMISSION RESOLUTION NO. PC 20-04**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION APPROVING A CONDITIONAL USE PERMIT FOR THE EXTRACTION OF 400,000 CUBIC YARDS OF EARTH MATERIAL FROM AN APPROXIMATELY 41-ACRE SITE WITHIN A 71-ACRE PARCEL AT 3429 N. PITTMAN ROAD (TAX ID# 18N02W23B002 and 18N02W23A002); WITHIN TOWNSHIP 18 NORTH, RANGE 2 WEST, SECTION 23, SEWARD MERIDIAN.

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WHEREAS, an application has been received from Dan Steiner on behalf of Foremost Construction, LLC for a conditional use permit for the extraction of earth material at 3429 N. Pittman Road, (Tax ID# 18N02W23B002 and 18B02W23A002); within Township 18 North, Range 2 West, Section 23, Seward Meridian; and

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

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

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

WHEREAS, MSB 17.30.020(E) requires a conditional use permit for the annual extraction of more than 2,000 cubic yards of earth materials; and

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

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

WHEREAS, a reclamation plan has been developed as required by Alaska State Department of Natural Resources (ADNR), pursuant to A.S. 27.19, and has been submitted as part of this application; and

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

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

WHEREAS, this property is located within the Meadow Lakes Community Council planning area; and

WHEREAS, according to the application material, a 100-foot vegetative buffer will remain in place around the entire mining area; and

WHEREAS, other than through the driveway access point, the operation is not visible from N. Pittman Road; and

WHEREAS, the application material indicates a 14-foot high, 40-foot wide earthen berm will be constructed around the entire mining area; and

WHEREAS, according to the application material, water trucks will be used as needed during operations as a dust control measure; and

WHEREAS, according to the application material, slopes will be left at a 5:1 (H:V) slope which meets the standards of MSB 17.28.067(D) that requires a maximum 50 percent (2:1) slope or the natural stabilized angle of repose of the existing earth material; and

WHEREAS, the Meadow Lakes Comprehensive Plan identifies four (4) land use goals. Those goals are: (1) Maintain the community's rural character, (2) concentrate and screen commercial development; avoid sprawl along the Parks Highway, (3) Create a pedestrian-oriented, mixed-use town center, (4) Guide location and character development; and

WHEREAS, the Meadow Lakes Comprehensive Plan identifies strategies to concentrate and screen commercial development. These strategies include: encouraging new commercial development to locate in relatively concentrated nodes, and to require retention and/or planting of evergreen buffers, trees and other landscape features so roadside development is attractive; and

WHEREAS, the Meadow Lakes Comprehensive Plan identifies strategies to guide the location and character of development. These strategies include: establish land use standards to minimize the off site impacts of development, discourage certain high impact uses in specific portions of the community, such as sand and gravel operations adjoining stream corridors, and establish a special land use district that requires a conditional use permit for high impact uses and sets rules on the location and magnitude of these activities; and

WHEREAS, the Meadow Lakes Comprehensive Plan recognizes the community wants to maintain the natural, rural character of the community and to protect the quality of residential neighborhoods. At the same time, the community recognizes the value of creating opportunities for employment, and increasing the local tax base through sand and gravel extraction. The balance point between these goals is to accept economic development activities, but also to establish rules to minimize the off-site impacts of such activities; and

WHEREAS, the Meadow Lakes Comprehensive Plan identifies six (6) land use districts on a map named "Land Use Districts" on page 41 of the plan; and

WHEREAS, the subject parcel is located within the "Residential Collector Road Corridors" identified on "Land Use Districts" map on page 41 of the plan.

WHEREAS, the Meadow Lakes Comprehensive Plan identifies "allowed uses" in Residential Collector Road Corridors. Allowed uses include: resource-based activities such as small scale farming, lumber milling or logging, if operations are designed to not impact neighboring residential uses (e.g. through limits on operation hours, noise, smells, etc.) and other resource-based activities, such as gravel extraction already in place at the time of the adoption of this plan, as long as such uses comply with local, and other regulatory standards; and

WHEREAS, the Meadow Lakes Comprehensive Plan identifies "discouraged uses" within the Residential Collector Road Corridors. Discouraged uses include: new, larger scale resource development activities are discouraged in residential areas; and

WHEREAS, the Meadow Lakes Comprehensive Plan identifies development standards for specific uses including "Commercial Sand and Gravel Extraction." The plan indicates the following policies apply to all existing and future operations: (1) An approved Master Plan for operations and reclamation is required prior to commencing



operations. Operators must put up a performance bond ensuring compliance to the master plan and other development standards, (2) Reclamation required - return the land to a useable state, (3) Noise - Minimize noise of operation to portions of the day when adjoining properties can reasonably expect peace and quiet, i.e., evenings, nights, early mornings. If necessary to avoid disrupting neighboring uses, build sound reducing walls around the operation, (4) Use of residential roads by trucks, heavy equipment is a significant community concern and timing of use shall be limited to avoid congestion, noise, dust and safety impacts on community roads; and

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

WHEREAS, parcels within the surrounding area range in size from approximately 1.5 acres to 53 acres; and

WHEREAS, the total area of earth extraction will occur on approximately 41 acres of the 71-acre parcel; and

WHEREAS, the proposed mining area abuts the N. Pittman right of way to the north. The applicant owns the land north of the N. Pittman right of way; and

WHEREAS, the proposed mining area abuts the applicant's property on the east side of the mining area. To the east of the applicant's property there are residential homes; and

WHEREAS, one lot borders the proposed use to the west and it is used for residential purposes; and

WHEREAS, pre-existing legal non-conforming status (grandfather rights) to extract earth materials was granted in 2006 to a parcel approximately 190 feet to the west of the proposed use property line; and

WHEREAS, access is made directly onto N. Pittman Road; and

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

WHEREAS, the proposed hours of operation are 7:30 AM - 5:30 PM, Monday-Saturday; and

WHEREAS, according to the application material, the final year of material extraction is estimated to end in 2059; and

WHEREAS, N. Pittman is a State road and is classified as a minor collector. As such, the road is capable of handling traffic from residential and commercial uses; and

WHEREAS, N. Pittman is a paved road that is approximately 24-feet in width and has a posted speed limit of 45; and

WHEREAS, the driveway access location is mostly flat and provides more than 300-feet of unobscured line of sight looking east or west on N. Pittman; and

WHEREAS, all of the site plan and site development requirements have been provided; and

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

WHEREAS, the vegetative buffer is heavily forested and consists mostly of spruce with a mix of birch and other species; and

WHEREAS, an asphalt / hot mix plant is not proposed as part of this application; and

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

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

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

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

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

WHEREAS, according to the application material, the proposed operation does not anticipate generating traffic in excess of 100 vehicles during the morning or afternoon peak hours or more than 750 vehicles per day; and

WHEREAS, noise levels exceeding the levels in MSB 17.28.060 are prohibited; and

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

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

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

WHEREAS, the Planning Commission conducted a public hearing on February 3, 2020 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 20-04:

1. All of the requirements to demonstrate compliance with state and federal laws have been met (MSB 17.30.055(A)).
2. The proposed use, with conditions, is consistent with the applicable comprehensive plan (MSB 17.30.60(A)(1)).
3. The proposed use, with conditions, will not detract from the value, character and integrity of the surrounding area (MSB 17.30.060(A)(2)).
4. The application material has met all of the requirements of this chapter (MSB 17.30.060(A)(3)).
5. The proposed use, with conditions, will not be harmful to the public health, safety, convenience and welfare (MSB 17.30.060(A)(4)).
6. Sufficient setbacks, lot area, buffers or other safeguards are being provided (MSB 17.30.60(A)(5)).
7. The surrounding property ownership, existing land uses, and wetlands and water bodies within the notification area have been identified (MSB 17.28.060(A)(1)).
8. The area to be mined, description of the topography and vegetation, and approximate time sequence for the duration of the mining activity have been determined. No permanent, semi-permanent, or portable equipment are anticipated to be located within the required setbacks (MSB 17.28.60(A)(2)).

9. The proposed traffic route and traffic volumes have been identified. Traffic generated from the proposed use will not exceed 100 vehicles during the morning or afternoon peak hours or more than 750 vehicles a day, as specified in MSB 17.61.090, Traffic Standards (MSB 17.28.60(A)(3)).
10. Existing vegetation and earthen berms will be used to meet the visual screening measures (MSB 17.28.60(A)(4)).
11. Noise mitigation measures include retaining vegetative buffers and constructing earthen berms to ensure that sounds generated from earth material extraction activities do not exceed sound levels set forth in MSB 17.28.060(A)(5)(a). Noise levels exceeding the levels in 17.28.060(A)(5)(a) are prohibited.
12. The proposed use meets lighting standards in accordance with MSB 17.28.060(A)(6).
13. The operation will not conduct earth material extraction activities within 100 linear feet of any identified wetland, stream, river or other waterbody and the operation will not mine below or within four feet of the seasonal high water table (MSB 17.28.60(A)(7)(a - b)).

BE IT FURTHER RESOLVED, that the Planning Commission finds this application does meet the standards of MSB 17.30 and MSB 17.28



and does hereby approve the conditional use permit earth material extraction activities with the following conditions:

1. The owner and/or operator shall comply with all applicable federal, state, and local regulations.
2. A copy of the approved permit shall be provided to each contractor company working at the site.
3. All aspects of the operation shall comply with the description detailed in the application material and an amendment to the Conditional Use Permit shall be required prior to any alteration or expansion of the material extraction operation.
4. Material extraction shall be limited to the approximate 41-acre area identified in the application material and depicted on the applicant's site plan(s).
5. A 14-foot tall berm shall be constructed around the entire mining area whenever vegetation is disturbed within 300 feet of the property line.
6. The 100-foot vegetative buffer surrounding the proposed mining area and shown on the site plan(s), shall be left undisturbed.
7. Vehicles and equipment shall be staged at a designated location and all equipment shall be inspected for leaks at the end of each day.

8. On-site maintenance of vehicles shall be done in an area where all leaks can be contained with drip pans or other discharge prevention devices.
9. Any hazardous materials, drips, leaks, or spills shall be promptly attended to and properly treated.
10. All construction exits shall comply with standard Alaska Pollutant Discharge Elimination System requirements to minimize off-site vehicle tracking of sediments and discharges to storm water.
11. Prior to the commencement of mining activity, an approved SWPPP shall be submitted to MSD Development Services.
12. Prior to the commencement of mining activities, an approved driveway permit from the State of Alaska shall be submitted to MSB Development Services.
13. All track-out sediments from the site shall be removed from the right-of-way daily.
14. The permit holder shall perform dust mitigation techniques as described in the application as-need to minimize dust impacts to the surrounding areas.
15. The operation shall comply with the maximum permissible sound level limits allowed in MSB Code, per the requirements of MSB 17.28.060 - Site Development

Standards and MSB 8.52 - Noise, Amplified Sound, and Vibration.

16. All extraction activities, including all activities that cause noise, dust, or traffic, shall be limited to 7:30 AM to 5:30 PM, Monday through Saturday.
17. Hot mix or asphalt batch plants shall not be operated on the subject property.
18. If cultural remains are found during material extraction activities, the MSB Planning Department shall be contacted immediately so the remains can be documented.
19. A four-foot vertical separation shall be maintained between all excavation and the seasonal high water table.
20. 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.
21. The property owner and/or operator shall comply with the reclamation standards of MSB 17.28.067.

22. All junk, trash, and junk vehicles, as defined in MSB 8.50 shall be removed and properly disposed of prior to the completion of reclamation on the subject parcel.
23. A traffic control plan consistent with state regulations shall be in place, prior to generating traffic volumes that exceed the levels specified in MSB 17.61.090.
24. If illumination devices are required, they shall not be greater than 20 feet in height, shall utilize downward directional shielding devices, and shall meet the requirements of MSB 17.28.060(A)(6) Lighting standards.
25. Authorization for earth material extraction activities approved by this Conditional Use Permit shall expire on December 31, 2030.

ADOPTED by the Matanuska-Susitna Borough Planning Commission  
this 3<sup>rd</sup> day of February, 2020.

  
\_\_\_\_\_  
COLLEEN VAGUE, Chair

ATTEST

  
\_\_\_\_\_  
MARY BRODIGAN, Planning Clerk

(SEAL)

YES: *Ortiz, Elder, Sladan, and Mostanner*

NO: *Vague, Anderson, and Chesbro*

**MATANUSKA-SUSITNA BOROUGH  
PLATTING BOARD MINUTES**

**REGULAR MEETING  
DECEMBER 5, 2019**

The regular meeting of the Matanuska-Susitna Borough Platting Board was held on December 5, 2019, 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 Jordan Rausa.

RECEIVED

FEB 20 2020

CLERKS OFFICE

**1. CALL TO ORDER**

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

Platting Board members present and establishing a quorum:

Mr. Pio Cottini, Assembly District #1  
Mr. LaMarr Anderson, Assembly District #2, Vice Chair  
Mr. Jordan Rausa, Assembly District #4, Chair  
Mr. Dennis Vau Dell, Assembly District #5  
Mr. Wilfred Fernandez, Assembly District #6  
Mr. George Thompson, Assembly District #7  
Mr. John Shadrach, Alternate

Platting Board members absent and excused were:

Mr. Justin Hatley, Alternate  
VACANT, District #3

Staff in attendance:

Mr. Fred Wagner, Platting Officer  
Ms. Sloan Von Gunten, Platting Administrative Specialist  
Ms. Peggy Horton, Platting Technician  
Ms. Eileen Probasco, Planning Director

**B. THE PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Platting Board Member George Thompson

**C. APPROVAL OF THE AGENDA**

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

GENERAL CONSENT: The agenda was approved without objection.

**2. APPROVAL OF MINUTES**

Chair Rausa inquired if there were any changes to the minutes for November 7, 2019.

GENERAL CONSENT: The minutes for November 7, 2019 were approved without objection.

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

**4. UNFINISHED BUSINESS: Quasi-Judicial Matters**

*(There is no Unfinished Business)*

**5. RECONSIDERATIONS/APPEALS**

*(There are no Reconsiderations/Appeals)*

**6. PUBLIC HEARINGS: Quasi-Judicial Matters**

*Platting Board 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. DEWY'S GARDEN ADDITION 6:** The request is to divide Tract A of Dewy's Garden Add 5, Plat 2018-24, into 18 lots to be known as **Dewy's Garden Add 6**, containing 22.64 acres +/- N. Yeti Street will be extended north to provide access to the lots. A variance to MSB 43.20.140, *Legal Access*, is requested to allow for a substandard residential subcollector intersection at N. Yeti Street and E. Maud Road Extension. This project is located west of N. Dewy's Street and north of E. Maud Road Extension (AKA Jim Lake Access Road) (Tax ID # 7742000T00A); within the SW¼ Section 06, Township 17 North, Range 03 East, Seward Meridian. Community Council: Butte and in Assembly District #1 Jim Sykes (*Owner/Petitioner: Justin Hatley; Surveyor: Edge; Staff: Peggy Horton*)

Chair Rausa:

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

There was no objection noted.

Chair Rausa read the case title and description into the record.

Ms. Von Gunten provided the mailing report.

- Stating that 28 public hearing notices were mailed out on October 16, 2019 from the November 7, 2019 platting board hearing.

Ms. Horton provided a staff report

- Gave an overview of the case, #2019-143.
- Staff recommend approval of the case with findings of fact and conditions.

Chair Rausa invited the petitioner for a brief overview.

Mr. Justin Hatley, the petitioner, gave a brief overview.



Chair Rausa opened the public hearing for public testimony.

There being no one to be heard, Chair Rausa closed the public hearing.

Chair Rausa invited the petitioner or their representative to provide their comments.

Mr. Mark Aimanriti, the petitioner's representative, answered questions from the platting board.

Chair Rausa closed the petitioner's comments and discussion moved to the Platting Board.

**MAIN**

**MOTION:** Platting Member Cottini moved to approve the preliminary plat for Dewys Garden Addition 6 and variance to MSB 43.20.140, Physical Access. With 11 recommendations The motion was seconded by Platting Member Thompson.

The platting board discussed the variance on the roadway for this case.

**AMENDED**

**MOTION:** Platting Member Vau Dell moved to amend recommendation #5 to add the sentence "Obtain DPW final approval for the site distance". The motion was seconded by Platting Member Anderson.

**VOTE ON**

**AMENDMENT:** The amended motion passed with all in favor.

**VOTE ON MAIN**

**MOTION:** The main motion passed with 6 in favor (Cottini, Thompson, Vau Dell, Fernandez, Anderson, Shadrach) and 1 against (Rausa).  
There are 13 findings.

**TIME: 1:45 P.M.**

**CD: 0:44:32**

**B. ROYAL PARK:** The request is divide Tax Parcel A7 (Parcel 2 of MSB Waiver 2003-244-PWm, recorded as 2003-038967-0) into 4 lots to be known as **Royal Park**, containing 5 acres +/- . The property is located north of W. Mystery Avenue adjoining the west side of N. Lucus Road (Tax ID #17N01W05A007); within the NE ¼ SE ¼ Section 05, Township 17 North, Range 01 West, Seward Meridian. In the City of Wasilla and in Assembly District #4 Ted Leonard (*Owner/Petitioner: Lucus Road LLC; Surveyor: Hanson; Staff: Peggy Horton*)

Chair Rausa:

- read the memorandum regarding quasi-judicial actions into the record;
- queried platting board members to determine if any of them have a financial interest in the proposed case;

- have had any ex parte contact with the applicant, members of the public, or interested parties in the proposed case; and
- if all platting board members are able to be impartial in a decision.

There was no objection noted.

Chair Rausa read the case title and description into the record.

Ms. Von Gunten provided the mailing report.

- Stating that 101 public hearing notices were mailed out on November 13, 2019.

Ms. Horton provided a staff report

- Gave an overview of the case, #2019-160.
- Staff recommended approval with the findings of facts and conditions.

Chair Rausa invited the petitioner for a brief overview.

The petitioner passed on the overview.

Chair Rausa opened the public hearing for public testimony.

There being no one to be heard, Chair Rausa kept the public hearing open.

Chair Rausa invited the petitioner or their representative to provide their comments.

Sam Nuqul, the petitioner's representative answered questions from the board.

Chair Rausa closed the petitioner's comments and discussion moved to the Platting Board.

**MAIN**

**MOTION:** Platting Member Shadrach moved to approve the preliminary plat for Royal Park. With 9 recommendations. The motion was seconded by Platting Member Fernandez.

**VOTE:** The main motion passed with all in favor.

**TIME: 1:54 P.M.**

**CD: 0:53:35**

## **7. ITEMS OF BUSINESS & MISCELLANEOUS**

### **A. Special Meeting Session on Title 43 White board List**

- The platting board opened the session on the White Board List.

**Item #17:** Discussion ensued between the platting board members regarding the change items on Item #17:

**MOTION** Platting Member Vau Dell moved to approve keep white board list item #17 with not changes. The motion was seconded by Platting Member Thompson.

**VOTE:** The motion for item #17 passed with all in favor.

**TIME: 2:03 P.M.**

**CD: 0:57:17**

**BREAK**

**TIME: 2:08 P.M.**

**CD: 01:07:25**

**Gated Sub:** Discussion ensued between the platting board member regarding Gated Subdivisions.

**Gated Sub:** Discussion ensued between the platting board members regarding the change items on Gated Subdivisions & Access Requirements.

**MOTION** Platting Member Shadrach moved to approve changes to the white board list item gated subdivisions. The motion was seconded by Platting Member Vau Dell.

**VOTE:** The motion for gated subdivisions passed with all in favor.

**Item #20:** Discussion ensued between the platting board members regarding the change items on Item #20:

**MOTION** Platting Member Fernandez moved to table white board list item #20 for staff review and write up. The motion was seconded by Platting Member Cottini.

**VOTE:** The motion to table item #20 passed with all in favor.

**Item #21:** Discussion ensued between the platting board members regarding the change items on Item #21:

**MOTION** Platting Member Cottini moved to table white board list item #21 for staff review and write up. The motion was seconded by Platting Member Fernandez.

**VOTE:** The motion to table item #21 passed with all in favor.

**Item #22, #23, #24, #25:**

Discussion ensued between the platting board members regarding the change items on Item #22, #23, #24, #25:

**MOTION** Platting Member Anderson moved to table white board list item #22, #23, #24, #25 for staff review and write up. The motion was seconded by Platting Member Cottini.

**AMENDED**

**MOTION:** Platting Member Anderson moved to amend the motion to add item #23, #24, and #25. The motion was seconded by Platting Members Cottini.

**AMENDED**

**VOTE** The amended motion to add #23, #24, and #25 to the main motion passed with all in favor.

**VOTE:** The motion to table item #22, #23, #24, #25 passed with all in favor.

**Item #26:** Discussion ensued between the platting board members regarding the change items on Item #26:

**MOTION** Platting Member Cottini moved to remove white board list item #26. The motion was seconded by Platting Member Shadrach.

**VOTE:** The motion to remove item #26 passed with all in favor.

**TIME: 3:38 P.M.**

**CD: 02:13:15**

**BREAK**

**TIME: 3:47 P.M.**

**CD: 02:13:22**

**Item #27:** Discussion ensued between the platting board members regarding the change items on Item #27:

**MOTION** Platting Member Thompson moved to table the white board list item #27. The motion was seconded by Platting Member Shadrach.

**VOTE:** The motion to table item #27 passed with all in favor.

**Item #28:** Discussion ensued between the platting board members regarding the change items on Item #28:

**MOTION** Platting Member Thompson moved to remove white board list item #28. The motion was seconded by Platting Member Cottini.

**VOTE:** The motion to remove item #28 passed with all in favor.

**Item #29:** Discussion ensued between the platting board members regarding the change items on Item #29:

**MOTION** Platting Member Vau Dell moved to table the white board list item #29 to staff for review and write up. The motion was seconded by Platting Member Shadrach.

**VOTE:** The motion to table item #29 passed with all in favor.

**TIME: 4:20 P.M.**

**CD: 02:47:52**

**8. PLATTING STAFF & OFFICER COMMENTS**

A. Adjudicatory (*if needed*)

B. Upcoming Platting Board Agenda Items

Mr. Wagner provided a brief update on cases that will be coming before the Platting Board. Updated the board on the subdivision construction manual. Gave an overview of the process will be for an Officer Appeal.

Ms. Von Gunten updated the platting board on upcoming agenda items. Reminded the board there is no meeting for January 2, 2020 and the next meeting they will need to adjourn at 5:00 p.m.

**9. BOARD COMMENTS**

Platting Board Member Cottini had no comments.

Platting Board Member Anderson had no comments.

Platting Board Member Shadrach had no comments.

Platting Board Member Thompson had not comments.

Platting Board Member Vau Dell had no comments.

Platting Board Member Fernandez had no comments.


Platting Board Member Rausa had no comments.

**10. ADJOURNMENT**

With no further business to come before the Platting Board, Chair Jordan Rausa adjourned the meeting at 4:31 p.m. (CD: 2:55:19)

  
JORDAN RAUSA, Platting Board Chair

ATTEST:

  
SLOAN VON GUNTEN,  
Platting Board Clerk

Minutes approved: 1-16-2020



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FEB 19 2020

CLERKS OFFICE

Regular monthly meeting of Talkeetna Sewer and Water Advisory Board

Wed. Aug. 7, 2019

Talkeetna Public Library, 1:00 p.m.

APPROVED MINUTES (Whitney)

Meeting called to order at 1:09 / Quorum - Jane, Drew, Whitney

Present at meeting : Terry Dolan, Tam Boeve, Pam Ness, Jim Kellard,, Paul Button

Approval of June and July minutes

(Approved May minutes signed)

Agenda topics -

Rate Structure

Board Seats

Terry Dolan - staff report / follow up on Terry's action items from last few meetings:

1. Potential minimizing of cost to install 3 phase power for Cap upgrade / lagoon project - competitive process but borough not able to do any work. Terry proposes to pay w/ sales tax and will require assembly approval.
2. Board request for utility expenditures - specifically sales tax expenditures. Terry borings Expense Report / transactions and encumbrances, salaries etc. Will provide report for future monthly meetings.
3. Board questioned whether Pam and Candy had account data on the audit walk — provided but came late and did not make it out in the field. Board will highlight accounts of concern for follow up walk.
4. Jim Kellard's missing list of concerning properties i.e. structures not being billed etc. Terry brings Jim K's printed list and Jim will re work the original list. Pam and Candy will re walk in 2 weeks so get above board list and Jim K's list to them by then.
5. Owens' outstanding stand by bill : \$ 4200 back to 2016 ( paid in 2015) 25% illegal hookup fee? Terry will double check fees and whether metering existed ( Paul and Whitney think meter was off as is customary for stand by/ winter service) Pam Ness questions whether service was paid prior to 2015 as property has been occupied since 2010? Terry will confirm.
6. Best Practices of FOG - engineering data? rTerry redistributed hand out with universal code etc. Board discusses how to implement a required FOG program and how to phase it in. Terry feels he has enough data to defend the move to the Assembly. Need language - board in the past looked into regs from other utilities / states. Submission of maintenance log from professional inspector in Wasilla should be required. How often etc.?? Which traps will be accepted? Contact local plumber Eric Runstrom ? Board will research
7. Verification that lagoon upgrade plant etc. will be above the 500 foot flood level - Terry brings 3 pages / printed copies of flood elevation engineering from preliminary report from HDL. with elevations of upgrade components with "finished floor" levels etc.
8. Utility rate structures book coming.

Dredging Report - Terry reports the process is over. ( 6-10 years is standard de sludging maintenance regiment without the new anaerobic cell which should minimize the need. Will measure and test conditions for next round of de sludging )Less sludge than anticipated - final number of volume of super sacks? Capacity gained? Terry will follow up.

Will close out contract when notice of completion submitted by Merrill Bros..



Upgrade update. Footing of chlorination plant in motion, cinder blocks on site. Anaerobic tank excavation in process. Board discussed potential site visit following meeting but chose to wait until next month when visit could be properly advertised to avoid breach of open meeting act. Whitney will contact the clerk.

Received an extension from DEC re consent decree for delayed completion date of upgrade plant July 1, 2019 has been moved to July 1 2020. Minimal fine applied which was foreseen.

Tested in mid July after desludging complete and waiting for results anticipate numbers above average with solids being agitated from desludging.

Board seats - 2 vacant seats now that board has received Colby's resignation letter. Drew will forward to clerk: Potential ideas for board members: text Joe McA - he is willing, Jim Kellard - maybe, Becky Hurdy, Kathy Stolz or (Kristy Stolz?not in AK)

Sales Tax report - 25 new businesses and revenue up from 2018.

RATE STRUCTURE -

Re Paul's letter to the Board: Paul's questions regarding account and total collected utility revenue discrepancies remain unanswered. Need clean data. Terry unsure of what numbers Paul is using? Paul notes he received the 2018 numbers from Jennifer. (Board passed motion in June to proceed with updating prior passed rate structure with current 2018 borough total revenue numbers) Terry suggests hiring a professional rate structure engineering firm. Board torn - depends on cost (Paul guesses min 20K max 50K.) and accurate scope of work. Drew not comfortable with expenditure. Board still supports Paul's rate structure work. Tam thinks Assembly will be more receptive to numbers from outside the board or Tka resident w (i.e. Paul) Board discusses using Paul's numbers for professional review? The board will work 1 week on a draft scope of work to give to Terry who will work up a further draft for board review before board votes on potentially moving forward with RFP for rate structure engineering effort.

Motion to Adjourn - 3:02

Approved By

CHAIR

Attested to By

Jane Stone

Talkeetna Sewer and Water Advisory Board  
Regular monthly meeting  
Sept 4, 2019  
Approved Minutes

Meeting called to order 1:00 - Quorum : Drew Haag, Jane Steere, Whitney Wolff  
Present are Terry Dolan ( arrived 1:17) and Tam Boeve. Jim Kellard present as member of the public but submitting papers to borough to rejoin serve area board.

Agenda - Budget / Scope of Work & Rate Structure

Staff Report - Terry Dolan

- \*Capital Improvement project : anaerobic tanks - liner of tanks contractor wanting to add lines but borough says addition was not in original work order.
- \* violating DEC fecal coliform at 3 K
- \* Owens not paying fines
- \* Merrill Bros contract came in low so funds can be app 300 K
- \* 9/3 Assembly approved 5 K to be considered contingency

Jim k - submits list of questionable billing dwellings. Drew will review Jim's list with Jeniifer spreadsheet.

FOG - impact on local businesses

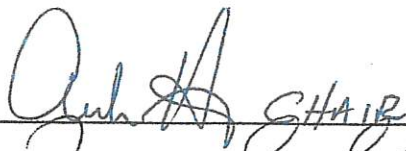
- \* sample maintenance logs
- \* Larry Miller- get contact form Tam ( checks grease traps etc in Willow)

Paying fines for each infraction out of code with DEC  
July - failed  
Aug no results back yet  
15th of month DMP to DEA

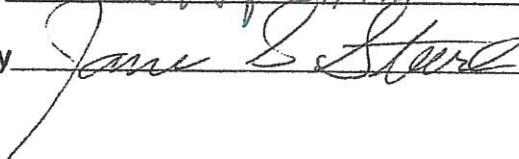
Discussion re. audit Mahay's by Cheyenne- Tam will ask Nick and John Moosey re. precedent for audit.

Motion to call clerk re. Oct. meeting - advertise board members will be touring upgraded utility project  
Adjourn 2:18

Approved by

 DREW HAAG

Attested to by

 JANE STEERE

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FEB 19 2020

CLERKS OFFICE

Talkeetna Sewer and Water Advisory Board

Regular monthly meeting - Meet at Talkeetna Library at 1 pm followed by advertised tour of Utility Construction site.

Oct 2, 2019

Approved Minutes

Meeting called to order 1:00 - Quorum : Drew Haag, Jane Steere, Jim Kellard, Whitney Wolff

Present Jim Jenson, Tam Boeve

Paul Button and Paul Roderick from the public join TSWAB for utility tour at 2 pm.

(Drew unable to attend utility tour)

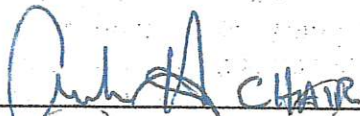
Staff Report - Jim Jenson

Brief report regarding additional staff required to operate chlorination system at upgraded utility.

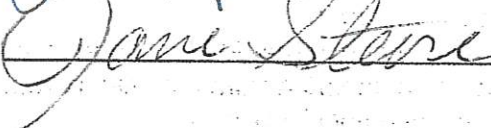
Putting out RFP. Reviews staff at utility project site for tour.

TSWAB meets at 2 pm at Talkeetna Water and Sewer Utility on Beaver Rd. for tour of new capital improvements.

Approved By

 CHAIR

Attested to By





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FEB 19 2020  
CLERKS OFFICE

Talkeetna Sewer and Water Advisory Board Approved Minutes  
November 6, 2019 Meeting / Talkeetna Public Library

Meeting brought to order at 1:09

Present : Jim Kellard, Jane Steere, Drew Haag, Whitney Wolff,

Public : Becky Long

MSB Terry Dolan

Borough Staff Report:

Budget for July 2020 due at end of January - discussion on utility budget. Terry meets with finance director and manager to give recommendations. Terry will get fiancée data to board.

Terry distributed service area handouts regarding legalities etc.

Review fund 293 expenses: questions 1.) re. electric / MEA and MTA large expenses?  
2.) credit versus distributed columns?

HDL / Cap project : Chris from HDL working for MSB as liaison. Discussion re. aeration / de chlorination facility completed. Final seal being applied to anaerobic cells.

Discussion regarding Scope of Work fro potential RFP for Utility rate analysis:

1. made modifications to scope of work. Added #7 - IN person meeting or teleconference with TSWAB to address preliminary considerations at start of work.

Added #8 - Post findings public meeting in person or phone meeting (to lower expenses)

Also added to #5 the words "under current operating rules"

2. Discussion of data needed to confirm current rate assumptions are being collected accordingly.

Drew discusses his desire to work up an excel rate structure

Jim K. makes a motion to delay Scope of Work ( hoping Drew will make progress with a draft rate structure)

Jane 2nds

Discussion - motion fails ( consensus that utility has been delaying an equitable rate structure for decades)

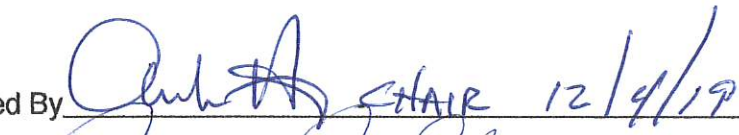
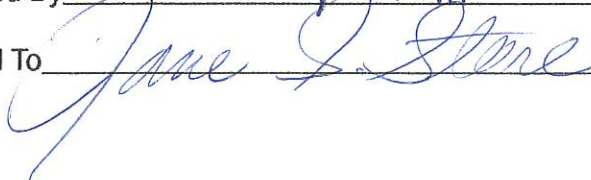
Whitney makes a motion to accept the scope of work with modifications

Motion fails.

Adjourn 3: 20

Approved By

Attested To

 12/9/19  


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FEB 19 2020  
CLERKS OFFICE

Talkeetna Sewer and Water Advisory Board  
Regular monthly meeting  
December 4, 2019  
Approved Minutes

1:10 Drew Haag on call in  
1:20 Jane Steere  
Present are Terry Dolan and Tam Boeve

Meeting called to order at 1:20. (Drew, Jane, Jim K, Whitney)  
Agenda - Budget / Scope of Work & Rate Structure

Staff Report - Terry Dolan

Discussed Drew's request for financial data to confirm current rates are being collected.  
Software issue with metering data not able to "talk" to invoicing / bill printing etc.  
Will require a manual step to connect the two (Govern and Excel) Terry will see if Jennifer is able to combine the programs to check anonymous rate payments

Tam - questions re. does TSWAB accounting get audited? individual accounts not audited.  
Jennifer does audit herself with overall P&L (Badger info Mike's meter readings, Jennifer moves data input to "Govern" to invoice)

Discussion of anomalies w/ current data provided from Terry (ie. high readings - leaks? etc.  
Call Jennifer -

1. to ask re. Million gallons last page, last line.) Comm) and First commercial line all zeroes with 6 gallons in Oct.
2. interrupted service fees? (both additional columns?)
3. are monthly per gallon fees combines with flat rate (i.e.. are the over 8K gals separated?)
4. Drew seeking a column for what was charged each month / way to export payment data for each account in excel?
5. What do zeroes mean? transferred, stand by? No usage paying full monthly rate?
6. Are accounts by account or by meter? Answer - by meter

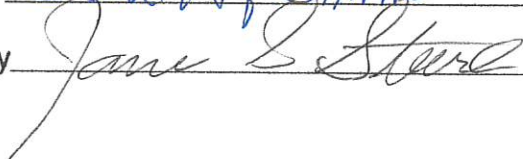
Review Service Area Debt - 2 loans : Arsenic \$105 K at 1.5 % now owe \$71, 747  
ADEC Discharge Permit Compliance \$214K Borough @2.5%  
now at \$149,800

Scope of work - Terry brings update. Adds #2 both / add #5 "under current operating rates"  
Drew feels we need additional data from Jennifer i.e. excel. Asks if Terry and Tam would accept a rate structure from board? Yes,  
Motion to meet second Wed in Jan 1/8/20 by Jane Steere.  
2 nd Jim K. Motion passes  
Adjourn

Approved by

 CHAIR

Attested to by



WEST LAKES FSA  
BOARD OF SUPERVISORS MEETING

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FEB 13 2020  
CLERKS OFFICE

**West Lakes Public Safety Building Station 73  
10073 W. Parks Hwy.  
Wasilla, AK 99623  
January 13<sup>th</sup>, 2020**

**MEETING MINUTES**

**I. CALL TO ORDER**

The meeting of the West Lakes Fire Service Area Board of Supervisors was called to order at **6:00 pm** at West Lakes Public Safety Building Station 73 at 10073 W. Parks Hwy. Wasilla, Alaska by Chairman Cathi Kramer on January 13<sup>th</sup>, 2020.

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

**Board members present and establishing quorums:**

*West Lakes FSA:*

Cathi Kramer – Chairman, Cindy Michaelson – Vice Chair, Steve Simpson, and Bill Browne via telephone. (Larry Fetchenhier – Excused)

*Also, Present from West Lakes:*

Chief Tawnya Hightower, Lt. Tyler Buff, FF Michael Flowers and Admin. Assistant Theresa Elliott.

*Also, Present:*

Deputy Director Brian Davis, and Tamera Boeve,

**III. PLEDGE OF ALLEGIANCE**

Cathi Kramer led the Pledge of Allegiance

**IV. APPROVAL OF AGENDA**

**MOTION:** Cindy Michaelson: Moved to accept the agenda as written. Bill Browne second the motion

**VOTE:** Motion passed unanimously.



WEST LAKES FSA  
BOARD OF SUPERVISORS MEETING

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

**MOTION:** Cindy Michaelson Moved to approve previous meeting minutes as written.  
Bill Browne second the motion

**VOTE:** Motion passed unanimously

**VI. ANNOUNCEMENTS**

**A.** No announcements to be heard.

**VII. CHIEF'S REPORT**

**A. District Chief's Report – Tawnya Hightower \*See Attached\***

- Participated in Santa Cops and Heroes on Christmas Day.
- Installed 12 smoke alarms and 5 CO detectors in December.
- First Aid and CPR refresher training.
- 53 Total Calls for the month of December.

**B. Proposed Budget – Final \*See Attached\***

- 411.200 – Temp. Wages decreased to \$20,000
- 414.200 – Training outside Borough changed to \$6,000
- 421.100 – Telephone Increased to \$45, 000
- 428.920 - Other Maint, Services Increased to \$5000
- 429.900 – Other Contractual Increased to \$35,000.

**C. CIP List \*See Attached\***

- No Changes

**D. Update Status Report on NEW Fire Truck.**

- E7-2 is currently at the Port; Mr. VanBeet from General Fire is at a Hotel in Anchorage and will be picking up the new engine at the Port and driving it to Station 7-3. The new engine should be here by lunchtime tomorrow.

**VIII. UNFINISHED BUSINESS**

No unfinished business to be heard.

**IX. NEW BUSINESS**

**A. Discussion regarding Station 7-9 (EMS Station on Spring St.)**

- Discussion regarding the possibility of having Area Wide transition into ownership of Station 7-9 or selling the building. Need to make a plan for exiting of being a landlord of Station 7-9.
- Will check expenses vs revenue.



WEST LAKES FSA  
BOARD OF SUPERVISORS MEETING

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**B. Prevention for upcoming wildfire season,**

- Predicting high wildfire danger with the beetle kill and high temperatures.
- MEA trying to get a grant for tree removal.
- Talk to the community on improving the fire danger.
- Communicate through social media. (Face Book/Instagram/Next Door App)
- Discussion of having a Town Hall presentation regarding Firewise and other agencies to come together regarding prevention.

**X. PERSONS TO BE HEARD**

**A. Steve Simpson**

- It as been mention that the road is slick in front of the driveway at Station 7-3 due to the trucks dripping water when they pull out.
- Possibility of sanding the road in front of the station driveway.

**XI. ADJOURNMENT**

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

**VOTE:** Motion passed unanimously.

Meeting adjourned at **6:52 PM**

WEST LAKES FSA  
BOARD OF SUPERVISORS MEETING

---

*Cindy Michaelson*

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Cindy Michaelson, Vice Chair - West Lakes FSA B.O.S.

ATTEST:

*Theresa Elliott*

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

Minutes approved on 2/10/20 (West Lakes FSA B.O.S.)

# West Lakes Fire Department

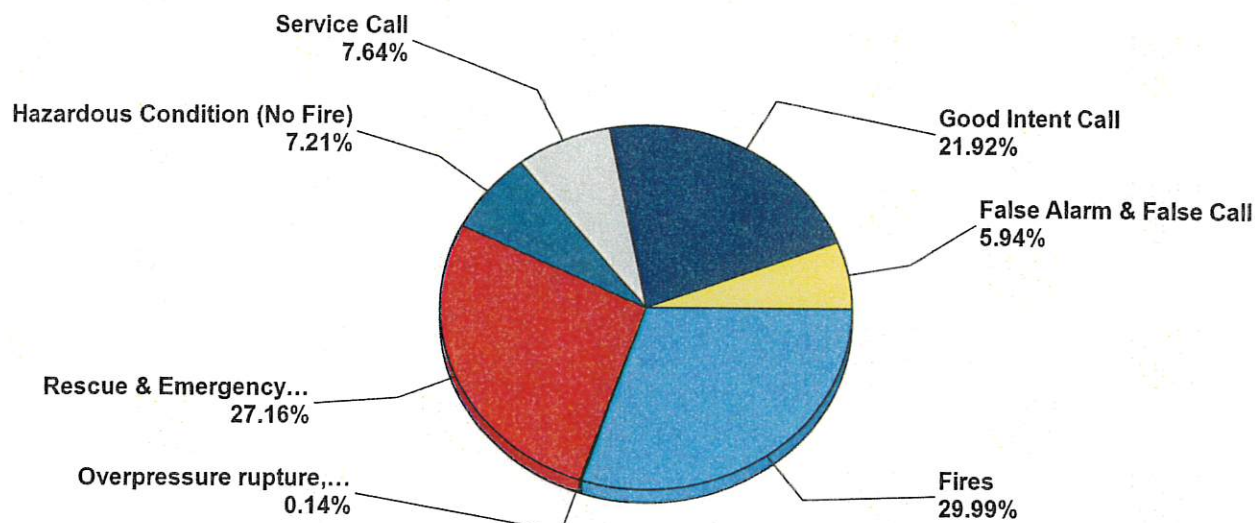
Big Lake, AK

This report was generated on 1/13/2020 4:08:12 PM



## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2019 | End Date: 12/31/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	212	29.99%
Overpressure rupture, explosion, overheating - no fire	1	0.14%
Rescue & Emergency Medical Service	192	27.16%
Hazardous Condition (No Fire)	51	7.21%
Service Call	54	7.64%
Good Intent Call	155	21.92%
False Alarm & False Call	42	5.94%
<b>TOTAL</b>	<b>707</b>	<b>100.00%</b>

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero. Does not include Imported data.



### Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	42	5.94%
113 - Cooking fire, confined to container	2	0.28%
114 - Chimney or flue fire, confined to chimney or flue	5	0.71%
116 - Fuel burner/boiler malfunction, fire confined	1	0.14%
118 - Trash or rubbish fire, contained	2	0.28%
122 - Fire in motor home, camper, recreational vehicle	1	0.14%
130 - Mobile property (vehicle) fire, other	2	0.28%
131 - Passenger vehicle fire	24	3.39%
132 - Road freight or transport vehicle fire	1	0.14%
136 - Self-propelled motor home or recreational vehicle	1	0.14%
137 - Camper or recreational vehicle (RV) fire	1	0.14%
141 - Forest, woods or wildland fire	12	1.70%
142 - Brush or brush-and-grass mixture fire	4	0.57%
143 - Grass fire	3	0.42%
150 - Outside rubbish fire, other	5	0.71%
151 - Outside rubbish, trash or waste fire	71	10.04%
153 - Construction or demolition landfill fire	4	0.57%
154 - Dumpster or other outside trash receptacle fire	16	2.26%
155 - Outside stationary compactor/compacted trash fire	2	0.28%
160 - Special outside fire, other	12	1.70%
161 - Outside storage fire	1	0.14%
200 - Overpressure rupture, explosion, overheat other	1	0.14%
311 - Medical assist, assist EMS crew	131	18.53%
321 - EMS call, excluding vehicle accident with injury	1	0.14%
322 - Motor vehicle accident with injuries	40	5.66%
323 - Motor vehicle/pedestrian accident (MV Ped)	2	0.28%
324 - Motor vehicle accident with no injuries.	14	1.98%
350 - Extrication, rescue, other	1	0.14%
352 - Extrication of victim(s) from vehicle	1	0.14%
360 - Water & ice-related rescue, other	2	0.28%
400 - Hazardous condition, other	1	0.14%
410 - Combustible/flammable gas/liquid condition, other	1	0.14%
411 - Gasoline or other flammable liquid spill	1	0.14%
412 - Gas leak (natural gas or LPG)	18	2.55%
424 - Carbon monoxide incident	14	1.98%
444 - Power line down	16	2.26%
531 - Smoke or odor removal	1	0.14%
542 - Animal rescue	2	0.28%
550 - Public service assistance, other	6	0.85%
551 - Assist police or other governmental agency	2	0.28%
552 - Police matter	1	0.14%
553 - Public service	14	1.98%
561 - Unauthorized burning	16	2.26%
571 - Cover assignment, standby, moveup	12	1.70%
600 - Good intent call, other	1	0.14%
611 - Dispatched & cancelled en route	76	10.75%
622 - No incident found on arrival at dispatch address	60	8.49%
631 - Authorized controlled burning	15	2.12%
651 - Smoke scare, odor of smoke	1	0.14%
653 - Smoke from barbecue, tar kettle	1	0.14%
671 - HazMat release investigation w/no HazMat	1	0.14%
700 - False alarm or false call, other	1	0.14%
733 - Smoke detector activation due to malfunction	2	0.28%
734 - Heat detector activation due to malfunction	1	0.14%
735 - Alarm system sounded due to malfunction	2	0.28%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.  
Does not include Imported data.



**EMERGENCY  
REPORTING**

emergencyreporting.com

Doc Id: 553

Page # 2 of 3

# Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
736 - CO detector activation due to malfunction	7	0.99%
742 - Extinguishing system activation	1	0.14%
743 - Smoke detector activation, no fire - unintentional	10	1.41%
744 - Detector activation, no fire - unintentional	1	0.14%
745 - Alarm system activation, no fire - unintentional	13	1.84%
746 - Carbon monoxide detector activation, no CO	4	0.57%
<b>TOTAL INCIDENTS:</b>	<b>707</b>	<b>100.00%</b>

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero. Does not include Imported data.



**Matanuska-Susitna Borough  
Budget Worksheet**

Account Number	Description	2020 Adopted Budget	2021 Proposed Budget
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Chiefs remarks

Enter FSA Name and Number Here

Revenues

Department: 000 - Non-Departmental

RE11-GenPropTax - General Property Taxes

(enter current numbers)

(do not enter below\*)

\* Enter this information on the other tabs, do N

311.100	Real Property	\$ 2,851,500.00	\$ 2,851,500.00
311.102	Real Property-Delinquent	\$ 70,000.00	\$ 70,000.00
311.200	Personal Property	\$ 6,200.00	\$ 6,200.00
311.201	Personal Property Delinquent	\$ 25,000.00	\$ -
311.400	Penalty & Interest	\$ 34,990.00	\$ 25,000.00
311.500	Vehicle Tax State Collected	\$ -	\$ 34,990.00

<b>Account Classification Total: RE11-GenPropTax - General Property Taxes</b>	<b>\$2,987,690.00</b>	<b>\$2,987,690.00</b>
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RE37-OthStatRev - Other State Revenue

337.800	State PERS Relief	\$ -	\$ -
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<b>Account Classification Total: RE37-OthStatRev - Other State Revenue</b>	<b>\$0.00</b>	<b>\$0.00</b>
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RE42-PublicSafet - Public Safety

342.400	Building Rental	\$ 395,112.00	\$ 395,112.00
342.900	Fire - False Alarms	\$ -	\$ -
342.910	Fire - Illegal Burns	\$ -	\$ -
342.920	Fire - Vehicles	\$ -	\$ -
342.930	Fire - Hazmat Response	\$ -	\$ -

<b>Account Classification Total: RE42-PublicSafet - Public Safety</b>	<b>\$395,112.00</b>	<b>\$395,112.00</b>
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RE61-IntEarning - Interest Earnings

361.100	Interest On Investments	\$ 3,000.00	\$ 3,000.00
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<b>Account Classification Total: RE61-IntEarning - Interest Earnings</b>	<b>\$3,000.00</b>	<b>\$3,000.00</b>
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RE67-TrfFrmOthF - Transfer From Other Funds

367.400	Capital Projects	\$ -	\$ -
367.700	Service Areas	\$ -	\$ -

<b>Account Classification Total: RE67-TrfFrmOthF - Transfer From Other Funds</b>	<b>\$0.00</b>	<b>\$0.00</b>
--	---------------	---------------

RE69-OtherReven - Other Revenue Sources

369.100	Miscellaneous	\$ 10,000.00	\$ 10,000.00
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<b>Account Classification Total: RE69-OtherReven - Other Revenue Sources</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>
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<b>Department Total: 000 - Non-Departmental</b>	<b>\$3,395,802.00</b>	<b>\$3,395,802.00</b>
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Matanuska-Susitna Borough  
Budget Worksheet

Account Number Description

2020 Adopted Budget

2021 Proposed Budget

Chiefs remarks

Revenues Total

\$3,395,802.00

\$3,395,802.00



**Matanuska-Susitna Borough  
Budget Worksheet**

Account Number	Description	2020 Adopted Budget	2021 Proposed Budget
----------------	-------------	---------------------	----------------------

Chiefs remarks

Expenditures

**Department: 000 - Non-Departmental**

EX01-Bud FudBal - Budgetary Fund Balance

401.000	Budgetary Fund Balance	\$ 653,254.00	\$ 1,456,155.00	Showing 1.4 million
<b>Account Classification Total: EX01-Bud FudBal - Budgetary Fund Balance</b>		<b>\$653,254.00</b>	<b>\$1,456,155.00</b>	

EX11-Salaries - Salaries & Wages

411.100	Permanent Wages	\$ 495,911.00	\$ 515,747.00	added 4% for raise and COLA
411.200	Temp Wages & Adjmts	\$ 30,000.00	\$ <del>30,000.00</del> 20,000	
411.300	Overtime Wages	\$ 25,000.00	\$ 30,000.00	
411.400	Nonemployee Compensation	\$ 625,000.00	\$ 625,000.00	
<b>Account Classification Total: EX11-Salaries - Salaries &amp; Wages</b>		<b>\$1,175,911.00</b>	<b>\$1,200,747.00</b>	

EX12-Benefits - Benefits

412.100	Insurance Contrib	\$ 157,241.00	\$ 165,103.00	added 5% to the benefit line items
412.150	On-Call Health Insurance	\$ 23,977.00	\$ 25,175.00	
412.190	Life Insurance	\$ 965.00	\$ 1,100.00	
412.200	Unemployment Contrib	\$ 7,055.00	\$ 7,405.00	
412.300	Medicare	\$ 17,051.00	\$ 17,903.00	
412.400	Retirement Contrib. - DB Plan	\$ 150,545.00	\$ 158,072.00	
412.410	PERS Tier IV - DC Plan	\$ -	\$ -	
412.411	PERS Tier IV - Health Plan	\$ -	\$ -	
412.412	PERS Tier IV - HRA	\$ -	\$ -	
412.413	PERS Tier IV - OD&D	\$ -	\$ -	
412.600	Workers Compensation	\$ 83,852.00	\$ 88,044.00	
412.700	Sbs Contribution	\$ 72,083.00	\$ 75,687.00	
<b>Account Classification Total: EX12-Benefits - Benefits</b>		<b>\$512,769.00</b>	<b>\$538,489.00</b>	

EX13-ExpW/InBor - Expenses Within Borough

413.100	Mileage - Within Borough	\$ 500.00	\$ 500.00	
413.200	Expense Reimb-Within Borough	\$ -	\$ -	
413.900	Other Exp - Within Borough	\$ -	\$ -	
<b>Account Classification Total: EX13-ExpW/InBor - Expenses Within Borough</b>		<b>\$500.00</b>	<b>\$500.00</b>	

EX14-ExpOutBoro - Expenses Outside Of Borough

414.100	Mileage - Outside Borough	\$ -	\$ -	
414.200	Exp Reimb- Outside Borough	\$ 4,800.00	\$ <del>6,000.00</del> 6,000.00	Spent \$6000 , 2nd year of overspend
414.400	Travel Tickets	\$ 9,000.00	\$ 9,000.00	
<b>Account Classification Total: EX14-ExpOutBoro - Expenses Outside Of Borough</b>		<b>\$13,800.00</b>	<b>\$15,000.00</b>	

## Matanuska-Susitna Borough

## Budget Worksheet

Chiefs remarks

Account Number	Description	2020 Adopted Budget	2021 Proposed Budget
EX21-Communicat - Communications			
421.100	Telephone	\$ 35,000.00	\$ 45,000.00
421.200	Postage	\$ 5,000.00	\$ 5,000.00
421.300	Communication Network	\$ 1,000.00	\$ 1,000.00
Account Classification Total: EX21-Communicat - Communications		\$41,000.00	\$51,000.00
EX22-Advertisin - Advertising			
422.000	Advertising	\$ 1,500.00	\$ 1,500.00
Account Classification Total: EX22-Advertisin - Advertising		\$1,500.00	\$1,500.00
EX23-Printing - Printing			
423.000	Printing	\$ 5,000.00	\$ 2,000.00
Account Classification Total: EX23-Printing - Printing		\$5,000.00	\$2,000.00
EX24-Utilities- - Utilities-Building Oprtns			
424.100	Electricity	\$ 120,000.00	\$ 120,000.00
424.200	Water & Sewer		\$ -
424.300	Natural Gas	\$ 45,000.00	\$ 55,000.00
424.400	Lp-Propane	\$ 1,000.00	\$ 1,000.00
424.500	Garbage Pickups	\$ 10,000.00	\$ 10,000.00
424.550	Recycling Pickups	\$ -	\$ -
424.600	Heating Fuel-Oil	\$ 7,000.00	\$ 5,000.00
Account Classification Total: EX24-Utilities- - Utilities-Building Oprtns		\$183,000.00	\$191,000.00
EX25-Rent/Lease - Rental/Lease			
425.200	Building Rental	\$ 3,000.00	\$ 1,500.00
425.300	Equipment Rental	\$ 7,000.00	\$ 5,000.00
Account Classification Total: EX25-Rent/Lease - Rental/Lease		\$10,000.00	\$6,500.00
EX26-Prof Charg - Professional Charges			
426.300	Due & Fees	\$ 12,000.00	\$ 12,000.00
426.600	Computer Software	\$ 12,000.00	\$ 25,000.00
426.700	Occupational Health	\$ 4,000.00	\$ 4,000.00
426.900	Other Professional Charges	\$ 35,000.00	\$ 35,000.00
Account Classification Total: EX26-Prof Charg - Professional Charges		\$63,000.00	\$76,000.00

IT adds and costs go up, overspent

Gas cost 4% encumbered 50 K

\$21,800 spend, I/T adds with no warning



**Matanuska-Susitna Borough  
Budget Worksheet**

Account Number	Description	2020 Adopted Budget	2021 Proposed Budget
----------------	-------------	---------------------	----------------------

Chiefs remarks

EX27-Insurance - Insurance & Bond

427.100	Property Insurance	\$ 25,000.00	\$ 31,500.00
427.200	Vehicle Insurance	\$ 36,000.00	\$ 39,600.00
427.500	Liability Insurance	\$ 3,000.00	\$ 3,300.00

Added 10% for budget on each

**Account Classification Total: EX27-Insurance - Insurance & Bond \$64,000.00 \$74,400.00**

EX28-Maint Serv - Maintenance Services

428.100	Building Maint Services	\$ 30,000.00	\$ 30,000.00
428.200	Grounds Maint Services	\$ 3,000.00	\$ 3,000.00
428.300	Equipment Maint Services	\$ 40,000.00	\$ 35,000.00
428.400	Vehicle Maint Services	\$ 32,000.00	\$ 28,000.00
428.500	Commun Equip Maint Services	\$ 4,000.00	\$ 4,000.00
428.900	Other Bldg. Maint Service	\$ -	\$ 1,000.00
428.920	Other Maintenance Service	\$ 5,000.00	\$ 5,000.00

**Account Classification Total: EX28-Maint Serv - Maintenance Services \$114,000.00 \$106,000.00**

EX29-Other Cont - Other Contractual

429.200	Training Reimb/Conf Fees	\$ 30,000.00	\$ 26,000.00
429.210	Training/Instructor Fees	\$ 8,000.00	\$ 6,000.00
429.500	Labor Services	\$ -	\$ -
429.600	Vehicle and Junk Removal	\$ -	\$ -
429.710	Testing	\$ 2,000.00	\$ 1,500.00
429.900	Other Contractual	\$ 35,000.00	\$ 35,000.00

**Account Classification Total: EX29-Other Cont - Other Contractual \$75,000.00 \$68,500.00**

EX30-Office Sup - Office Supplies

430.100	Office Supplies < \$500	\$ 6,000.00	\$ 4,000.00
430.200	Copier/Fax Supplies	\$ 3,000.00	\$ 2,000.00

**Account Classification Total: EX30-Office Sup - Office Supplies \$9,000.00 \$6,000.00**

EX31-Maint Supp - Maintenance Supplies

431.100	Vehicle Maint Supplies	\$ 70,000.00	\$ 70,000.00
431.200	Building Maint Supplies	\$ 10,000.00	\$ 10,000.00
431.300	Equipment Maint Supplies	\$ 20,000.00	\$ 20,000.00
431.400	Grounds Maint Supplies	\$ 5,000.00	\$ 5,000.00
431.900	Other Maint. Supplies	\$ 2,000.00	\$ 2,000.00

**Account Classification Total: EX31-Maint Supp - Maintenance Supplies \$107,000.00 \$107,000.00**

## Matanuska-Susitna Borough

## Budget Worksheet

Chiefs remarks

Account Number	Description	2020 Adopted Budget	2021 Proposed Budget	
EX32-Fuel/Oil-V - Fuel/Oil-Vehicle Use				
432.100	Oil & Lubricants	\$ 6,000.00	\$ 6,000.00	
432.200	Gas	\$ 70,000.00	\$ 50,000.00	
Account Classification Total: EX32-Fuel/Oil-V - Fuel/Oil-Vehicle Use		\$76,000.00	\$56,000.00	
EX33-Misc Suppl - Misc Supplies				
433.100	Personnel Supplies	\$ 20,000.00	\$ 15,000.00	
433.110	Clothing	\$ 35,000.00	\$ 35,000.00	
433.120	Tools under \$500	\$ 6,000.00	\$ 6,000.00	
433.200	Medical Supplies	\$ 1,500.00	\$ 1,500.00	
433.300	Books/Subscriptions	\$ 6,000.00	\$ 5,000.00	
433.500	Training Supplies	\$ 15,000.00	\$ 15,000.00	
433.900	Other Supplies	\$ 55,000.00	\$ 70,000.00	overspent 120%, increased.
Account Classification Total: EX33-Misc Suppl - Misc Supplies		\$138,500.00	\$147,500.00	
EX34-EquUnder5K - Equipment Under \$5,000				
434.000	Computers under \$5,000	\$ 20,000.00	\$ 20,000.00	No I/T est. left the same
434.100	Other Equip under \$5,000	\$ 15,000.00	\$ 20,000.00	over spend for tools 148%
434.300	Furniture Under \$5,000	\$ 3,000.00	\$ 3,000.00	
Account Classification Total: EX34-EquUnder5K - Equipment Under \$5,000		\$38,000.00	\$43,000.00	
EX41-Debt Servi - Debt Service				
441.210	Dbt Srv-Interest-Fire	\$ -	\$ -	
Account Classification Total: EX41-Debt Servi - Debt Service		\$0.00	\$0.00	



**Matanuska-Susitna Borough  
Budget Worksheet**

Account Number Description		2020 Adopted Budget	2021 Proposed Budget	Chiefs remarks
EX43-Recov Exp - Intra Govern/Recov Expens				
443.100	Admin. & Audit Fsa	\$ 78,784.00	\$ 82,723.00	Added 5% to each
443.110	Telecomm-Admin & Audit	\$ 41,608.00	\$ 43,688.00	
443.300	Maintenance	\$ 13,000.00	\$ 13,650.00	
443.305	Fleet Maintenance	\$ 38,426.00	\$ 40,347.00	
<b>Account Classification Total: EX43-Recov Exp - Intra Govern/Recov Expens</b>		<b>\$171,818.00</b>	<b>\$180,408.00</b>	
EX46-CapPrjTrnf - Capital Project Transfers				
446.400	Transfer To- Fund 405/410	\$ 565,900.00	\$ 565,900.00	
446.500	Transfer To- Fund 480	\$ 300,000.00	\$ 200,000.00	See CIP list
<b>Account Classification Total: EX46-CapPrjTrnf - Capital Project Transfers</b>		<b>\$865,900.00</b>	<b>\$765,900.00</b>	
EX51-EquOver5K - Equipment Over \$5000				
451.100	Equipment over \$5,000	\$ -	\$ -	
451.200	Vehicles	\$ -	\$ -	
451.300	Furniture over \$5,000	\$ -	\$ -	
<b>Account Classification Total: EX51-EquOver5K - Equipment Over \$5000</b>		<b>\$0.00</b>	<b>\$0.00</b>	
<b>Department Total: 000 - Non-Departmental</b>		<b>\$3,665,698.00</b>	<b>\$3,637,444.00</b>	
<b>Expenditures Total</b>		<b>\$3,665,698.00</b>	<b>\$3,637,444.00</b>	
<b>Revenue Total:</b>		<b>\$3,395,802.00</b>	<b>\$3,395,802.00</b>	
<b>FSA Reserve Fund Balance:</b>		<b>\$653,254.00</b>	<b>\$0.00</b>	
<b>Revenue Grand Totals:</b>		<b>\$4,049,056.00</b>	<b>\$3,395,802.00</b>	
<b>Expenditure Grand Totals:</b>		<b>\$3,665,698.00</b>	<b>\$3,637,444.00</b>	
<b>Budget Net Balance:</b>		<b>(\$269,896.00)</b>	<b>(\$241,642.00)</b>	
<b>Net Balance Grand Totals:</b>		<b>\$383,358.00</b>	<b>(\$241,642.00)</b>	



## West Lakes Fire Department CIP Accounts

Fiscal Year	Expir.Date	Gra nts	Project No.	Sub Proj. No.	Project Title	Assy Appvd Budget Total	Encumb.	Project Balance	Last Updated 1/6/2020 RVP
2016			45244	2104	Supertanker Repair	\$ 320,000.00	\$ -	\$ 77,896.33	
2013			45244	6620	Fitness Equipment	\$ 15,000.00		\$ 6,322.12	
2014			45199	6601	Land for Future Fire Station-Gunflint	\$ 75,000.00		\$ 75,000.00	
2014			45200	6601	Building & Property Improvements	\$ 150,000.00	\$ -	\$ 50.00	
Oct-19	Rescoped		45254	2101	Building & Property Repairs	\$ 182,163.49		\$ 99,460.48	
2017			45244	6636	Vehicle & Apparatus Repairs	\$ 50,000.00	\$ -	\$ 13,528.80	
2017			45244	6635	PPE and Uniform Station Wear	\$ 50,000.00	\$ -	\$ -	Spent Close Funds
2018			45200	6602	Asphalt Pavement Repairs	\$ 100,000.00	\$ -	\$ 19,099.70	Close- Fund Balance
2018			45244	6638	Support Vehicle Purchase / Replaceme	\$ 75,000.00	\$ -	\$ 8,529.83	Close- Fund Balance
2018			45244	6640	PPE Uniforms & Station Wear	\$ 50,000.00	\$ 2,198.50	\$ -	Gloves
2018			45244	6641	Pagers & Radios	\$ 50,000.00	\$ -	\$ 50,000.00	
2018			45244	6642	Vehicle & Apparatus Repairs	\$ 50,000.00		\$ 50,000.00	
2018			45244	6643	Fire Apparatus & Associa. Eqp. Purch.	\$ 750,000.00	\$ -	\$ 11,583.71	
2019			45244	6644	Additional Equipment for Station 73	\$ 25,000.00		\$ 25,000.00	
2019			45200	6603	Building & Property Maint.Repairs/Im	\$ 50,000.00	\$ 8,862.00	\$ 46,876.03	FEMA- 81
2019			45244	6645	Command Vehicle Purchase/Replacem	\$ 60,000.00	\$ -	\$ 1,522.86	Close- Fund Balance
2019			45244	6646	Communication Equip. For Mobile Eq	\$ 25,000.00	\$ -	\$ 16,598.96	
2019			45244	6647	Pagers & Radio Upgrades & Replace	\$ 75,000.00		\$ 75,000.00	
2019			45244	6648	PPE, Uniforms & Station Wear	\$ 75,000.00		\$ 75,000.00	
2019			10184	7201	Design / Construction Station 73	\$ 5,521,044.90	\$ -	\$ 4,021.76	
2020			45244	6650	G1 SCBA Replacement	\$ 300,000.00	\$ 229,441.00	\$ 559.00	Close- Fund Balance



**Minutes of the Chase Community Council  
Board of Directors Meeting**

**Date/Time:** 10/16/2019 6:00PM

**Location:** Talkeetna Roadhouse

RECEIVED  
FEB 03 2020  
CLERKS OFFICE

The meeting was called to order at \_\_\_\_6\_\_\_\_PM

A quorum was established with the following Board members present (minimum 3):

Jerry Boutte, James Tunnell, Donnie Billington, Patricia Cox

Chase Community Members present:

Molly Woods, Mike Woods, Tim Cox, Peg Foster

**AGENDA**

James Tunnell made a motion to approve the agenda, Patricia Cox seconded the motion.

All approved: Y

**MINUTES**

The minutes of the July, 2019 meeting were read by Patricia Cox  
James Tunnell made a motion to approve the Minutes, Peg Foster seconded the motion.

All approved: Y

**Correspondence :**

The Community Council received an email from Clark Ackman, regarding the walkway on the railroad tressel bridge requesting stop and go lights. Informed him it was railroad property.

**Treasurer's Report**

A balance of funds in various accounts is the same for upcoming expenses. The Clear Creek Trail maintenance has been delayed due to the railroads expense for shipping exceeded the budget. It was suggested that there may be a possible alternative to hire equipment already up past the gravel pit. It will be addressed at a later date when the property owner is available to discuss options. It was also

suggested to apply for another grant to cover the railroad shipping expense. Some funds were paid for necessary trail clearing on Clear Creek.

### **Announcements:**

Applications for Community Assistance grant money are available online and the deadline is November 16, 2019.

### **Committee Reports**

#### ***By-Law Committee***

The new official by-laws are posted to our web site.

#### **Susitna River Dam Committee**

Mike Woods announced the Board of Fish Meeting coming up in Anchorage beginning on February 7, 2020, it will be for twelve days all public invited. An issue that will be addressed is "How many fish return to the Northern Valley".

### **Old Business**

Trail maintenance addressed for the upcoming year.

### **New Business**

Community Assistance Grant applications discussed and deadline announced for November 16th. Any final decisions will be made at the January meeting.

Clear Creek Trail maintenance issues with shipping discussed, other possibilities to be investigated for upcoming year.

Tire fixed on tractor and new battery installed for upcoming use in trail maintenance.

Chase Community Council Annual election meeting will be held in January. The election of two new board members needed.

### **Persons to be Heard**

### Persons to be Heard

Representative Eastman sent spokesperson Jared to sit in and listen and be available for any questions. He stated no 3rd session this year as of yet.

### Adjourn

James Tunnell moved to adjourn the meeting and Tim Cox seconded.  
The motion passed unanimously.  
The meeting adjourned at 7:50 PM

Minutes respectfully submitted by \_\_\_\_\_ Patricia Cox (acting secretary)

Minutes Approved

Signature: Jerry Baith, Chairperson Date: 1-30-2020

Attested: Patricia Cox, Secretary Date: 1-29-2020

Mail with agenda to:

Clerks Office: Deb Wetherhorn  
Mat-Su Borough  
350 E. Dahlia Ave.  
Palmer, AK 99645

Or via email: [debra.wetherhorn@matsugov.us](mailto:debra.wetherhorn@matsugov.us)

KNIK-FAIRVIEW COMMUNITY COUNCIL  
Fire Safety Building #62 KGB Road

BOARD MEETING


6:30 PM

November 20, 2019

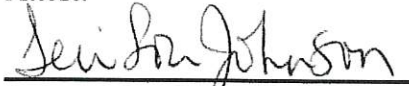
MINUTES

- I. CALL TO ORDER: Meeting was called to order at 7:05 PM
- II. ROLL CALL: Patrick Cook, B. H. Tilton, Teri Johnson, Bill Johnson, Nicole Weller and Gina Ritacco
- III. ESTABLISH QUORUM: Quorum established.
- IV. PLEDGE OF ALLEGIANCE
- V. APPROVAL OF AGENDA: No Agenda
- VI. MINUTES OF PRECEDING BOARD MEETINGS:  
Minutes of October 16, 2019 Board Meeting approved as presented.
- VII. REPORTS/CORRESPONDENCE
- A. TREASURER: As of October 31, 2019
- |                           |                         |
|---------------------------|-------------------------|
| Council Funds \$23,995.73 | Grant Funds \$1,961.17  |
| CAP Funds \$4,562.92      | Total Funds \$30,519.82 |
- VIII. CORRESPONDENCE:
- A. Platting:
1. Case #2019-161 Cottonwood Ridge RSB T/1 - *Motion was made, seconded, and passed unanimously to send a letter of non objection.*
  2. Case #2019-153 Holstein Acres 2019- Expired 11/13/19
- IX. OLD BUSINESS:
- A. Balance of 2019 CAP funds - *Motion was made, seconded, and passed unanimously to transfer the balance of \$2,562.92 from Vi Redington Memorial Bridge to Redington High Shooting for \$1,000.00 and WASI Congregate Meal Program for \$1,562.92.*  
We also have \$2,000.00 for Redington Sports which will be sent to the Wrestling Program. Berkley will get the information for the treasurer to send the funds.
- X. NEW BUSINESS:
- A. PO Box Fee of \$170.00 to be paid for 2020.
- XI. PERSONS TO BE HEARD:
- A. Carol Rice from WASI presented a proposal to sponsor the Senior Congregate Meal Programs at WASI and Mid-Valley Senior Center and a thank you letter for our past sponsorships. Carol will make a new proposal to utilize the \$1,562.92 approved today to sponsor meals at the Mid-Valley Senior Center.
- XII. PUBLIC COMMENT/ANNOUNCEMENTS:
- Next Board Meeting January 15, 2020, 6:30pm at Public Safety Bldg #62  
Next General Meeting February 5, 2020, 7:00pm at Public Safety Bldg #62
- XIII. ADJOURNMENT: Meeting adjourned at 8:55 pm.

RECEIVED  
FEB 21 2020  
CLERKS OFFICE

  
Patrick Cook, Vice President-Acting Chairman

Attest:

  
Teri Lou Johnson, Secretary

Date Approved: 1/15/2020



# NORTH LAKES COMMUNITY COUNCIL MINUTES

Boys & Girls Club  
3700 E. Bogard Road  
Regular Meeting 7:00 P.M. October 24, 2019

RECEIVED  
FEB 13 2020  
CLERKS OFFICE

## I. CALL TO ORDER/DETERMINATION OF QUORUM | 7:00 P.M.

- a. Determination of a Quorum
- b. Pledge of Allegiance

## I. AGENDA APPROVAL- Smith moved accept Agenda with addition of "Bylaws" under NEW BUSINESS. Motion seconded. Motion passed unanimously

## III. MINUTES APPROVAL (September 2019 Meeting): Smith moved acceptance of Minutes. Seconded. Motion passed unanimously.

## IV. CORRESPONDENCE

- a. From MSCCPS Meeting: Meeting Canceled
- b. From Rent A Can September 2019- Bill
- c. FROM Mat-Su Borough Planning Department Agenda
- d. FROM Barb Doty- Ashmore Estates- concern with access onto Bogard
- e. TO Platting- Ashmore Acres Plat and Wolfe Lake Annexation

## VI. OFFICERS/COMMITTEE REPORTS

- a. Treasurers Report- (Butch): \$4,394.98 Checking, \$5,669.31 Savings
- b. Web Site Administrator (Bryan Geary): Needing Neighborhood Watch Info.
- c. Facebook Administrator (Louie): Not here
- d. Community Councils for Public Safety Report (Butch): Canceled this month. Butte is having issues with their area

## VII. REPORTS FROM GOVERNMENT ENTITIES

- a. State: Shower- Jake Filing in January for PFD. Eastman- Jarrod Here to answer questions.
- b. Borough: Sumner- Elections coming up, submitting Resolution asking AMCO to reconsider regulations Mr. Happy Farms (500' from School)
- c. Roads Service Area Report - No report
- d. Fire Service Area Report - No report

## VIII. OLD BUSINESS

- a. Spruce Bark Beetle Funding- Discussion of funding individual tree clearing. Smith - working on RFP out by next month (4 companies wanting to bid). NLCC will do a mail out to members on this and on council- using MSB list. Possible legal notice in Frontiersman promoting it.
- b. Boundaries - Wolf Lake Split: Butch working with Christopher in Planning.
- c. Sign Progress
  - i. State Application for Roadside signs submission. 6 road signs
  - ii. Boys and Girls Club Sign 8x4 on order- LED Multicolored

X.NEW BUSINESS

- a. Winter Rent A Can at Cottonwood Shores (Ice Fishing) - Farnsworth checking with Ron Phillips for pumping prices. **Smith moved to put "Service provided by NLCC (removable) sign" on rent a can not to exceed \$100. Seconded. Motion Carried Unanimously.**
- b. Bike Path along Bogard- Mike Backus had bike accident on Bogard- **Butch moved to send Resolution to encourage MSB to prioritize Bogard Road upgrade due to health and safety issues. Seconded. Motion Carried Unanimously.**
- c. Grant Application Deadline: **Due by February 2020 meeting.**
- d. Annual Calendar Approval. Kirsten moved to accept Calendar as presented. **Seconded. Motion passed unanimously.**
- e. Bi-Laws: **Butch moved to have Bi-Laws Committee readdress board term limits. Seconded. Motion passed unanimously.**

**Kirsten moved to extend meeting 30 minutes. Seconded. Motion passed unanimously.**

IX.ELECTION Elections Committee (Kirsten) **Butch moved to confirm by proclamation the nominations of Sherry Wilson, Michele Shapiro, Erin Leaders, Rachel Sayen Lambert to the board. Seconded. Motion passed unanimously.** Half hour Board of Directors meeting will be held prior to next meeting.

X.AUDIENCE PARTICIPATION

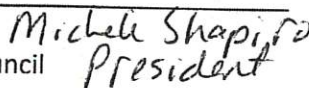
- a. Eugene: Superintend of Schools. School board amended contract to provide Superintendent powers with "held harmless" clause for her actions now and in future during contract
- b. Cove Lake Subdivision thanks NLCC for resolution of support for residential only land owners
- c. Farnsworth "Thanked" current board members leaving for their service
- d. Farnsworth shared Community Funding speed limit road signs are still being purchased

XI.ADJOURN: 8:24pm

Attested by:



Secretary, Jimmy Matlock  
North Lakes Community Council

  
President

11-21-19  
Date of approval

NEXT MTG: **November 28, 2019** AT 7:00 P.M. AT THE BOYS AND GIRLS CLUB, WASILLA, AK



## NORTH LAKES COMMUNITY COUNCIL MINUTES

Boys & Girls Club  
3700 E. Bogard Road  
Regular Meeting 7:00 P.M. November 21, 2019

RECEIVED  
FEB 13 2020  
CLERKS OFFICE

- I. CALL TO ORDER/DETERMINATION OF QUORUM | 7:00 P.M.
  - a. Determination of a Quorum
  - b. Pledge of Allegiance
- II. AGENDA APPROVAL- **Hanson moved accept Agenda. Motion seconded. Motion passed unanimously.**
- III. INTRODUCE NEW OFFICERS – President, Michele Shapiro. Vice President, Sharon Wilson. Secretary, Erin Leaders. Treasurer, Rachel Sayen-Lambert Member at Large, Sam Hanson.
- IV. MINUTES APPROVAL (November 2019 Meeting): **Smith moved acceptance of Minutes with amendment to correct next meeting date from November 28, 2019 to November 21, 2019 under XI. ADJOURN. Seconded. Motion passed unanimously.**
- V. CORRESPONDENCE
  - a. From MSB- Tonya Loyer- FY19 Neighborhood Watch grand Expiration Notice
  - b. From Rent A Can September 2019- Bill received
  - c. From Mat-Su Borough Planning Commission Agenda for 11-18-2019
  - d. From Patti Fischer – Announcing Nov 20 Meeting of MCCPS
  - e. From MVFCU Monthly Account Statement
  - f. From US Census Doug Logan Soliciting Workers for 2020 Census
  - g. From Butte Community Council regarding Security Issues they have been having and a meeting with the Troopers.
- VI. OFFICERS/COMMITTEE REPORTS
  - a. Treasurers Report- (Butch) Grant Application Deadline Reminder. Copies of grant application are available and everyone was emailed a copy. Recommended members share application with schools and non-profits who may be interested. Sam Hanson will contact schools directly to share grant application.
  - b. Issue of grant application deadline for sign. Board was directed to send a letter to Ron Farnsworth requesting funds are returned, and grant is reapplied for since there was difficulty procuring the item the grant was approved for. **Butch Shapiro moved for new board to send a letter to Farnsworth. Michele Shapiro to draft letter. Seconded. Motion Passed unanimously.**
  - c. Web Site Administrator (Bryan Geary): Geary not present. Hanson to provide Geary with new board members contact information.
  - d. Facebook Administrator (Louie): Not present. Board directed to send an Email to members to solicit new Facebook Administrator.
  - e. Community Councils for Public Safety Report (Butch): Troopers are overwhelmed with staff shortages, but are still managing to get work done. New graduating class will help get more officers out on the street. Letter is going out to Senators and representatives regarding position of local community councils. Butch Shapiro to provide board a copy of the letter within the next few days.

f. Finance Committee (Revenue Sharing Update) – Ron Farnsworth not present. Butch Shapiro reported a need to identify who is on Finance Committee. Scoring is due in February, March is when grants are approved. Committee members, Lauren Crawford, Pat Purcell, Kirsten Koivunen and Edward Kovich

VII. REPORTS FROM GOVERNMENT ENTITIES

- a. State: Wilson- Jasmine. Valley legislators will have a town hall meeting around January 4, 2019. If you want to meet with legislators before sessions start, call or email now to set up meeting. Shower- Jake December 15<sup>th</sup> the Governor's budget comes out. Now would be the time to schedule an appointment if you want to meet with Showers. The LIO office is located at Mat-Su Central if you want to stop by.
- b. Borough: No report
- c. Roads Service Area Report: No report
- d. Fire Service Area Report: No report

VIII. OLD BUSINESS

- a. Spruce Bark Beetle Funding- RPF is ready and will be sent to the board for review. Program information will be mailed out to Borough addresses in our area. Board President to draft letter with information about the program to submit to MSB for mailouts to residents in NLCC area.
- b. Boundaries - Wolf Lake Split: Butch Shapiro to follow up with MSB administration on status.
- c. Sign Progress
  - i. State Application for Roadside signs submission (6 road signs). Butch Shapiro to send board a copy of the application.
  - ii. Boys and Girls Club Sign 8x4 on order- LED Multicolored. Waiting on one quote from Broadway Sign in Anchorage.


X. NEW BUSINESS

- a. Winter Rent A Can at Cottonwood Shores (Ice Fishing) - At 10/24/19 meeting Smith moved to put "Service provided by NLCC (removable) sign" on rent a can not to exceed \$100. Seconded. Motion Carried Unanimously. **Need to postpone pumping of can, can't use until ice freezes. Someone will need to call Rent-A-Can to stop service.**
- b. Grant Application Deadline: Grant Applications are accepted September 1 through February 28, 2019. Due by February 2020 meeting and approved in March.

IX. AUDIENCE PARTICIPATION

- a. Showers- Jake: Jake had a question for Sam regarding Jesse Sumner presenting resolution to MSB Assembly about the State of Alaska and AMCO Boards confusion on how to interpret the shortest pedestrian route between schools and marijuana shops. Borough and State Boards have not agreed on interpretation.

XI.ADJOURN: 7:45 pm

Attested by:   
Secretary, Erin Leaders  
North Lakes Community Council

1.31.2020  
Date of approval

**NEXT MTG: January 30, 2020 AT 7:00 P.M. AT THE BOYS AND GIRLS CLUB, WASILLA, AK**

## Point MacKenzie Community Council Minutes CLERKS OFFICE

For October 29, 2019

Meeting called to order at 7:04 pm by President Gary Foster. Pledge of Allegiance was recited. Four Board members were in attendance, President Gary Foster, Treasurer Amanda Klein, Secretary Tamera Windsor, and Alternate Wilma (Billi) Gonzales. Roll Call and a determination of a quorum.

Amanda Klein made a motion to approve minutes from October 10, 2019 Meeting Minutes. Billi Gonzales 2<sup>nd</sup>.

Approval of Agenda for October 29, 2019 Meeting. Gary Foster made motion to approve. Billi Gonzales 2<sup>nd</sup>.

Speaker Wes Hoskins the Executive Director from MatSu Trails and Parks is a guest speaker. And was put first on the agenda so he wouldn't have to sit through our entire meeting. He talked about the different grants they do that are available to communities to develop parks and trails, and the parks they have been involved with in the valley. Parks contribute to the well being of communities by providing spaces that are closer to home for residents. MatSu Trails and Parks main focus is on grants, and this



year they are looking to do about \$355,000.00 in local grants. They also sponsor hikes and daycations around the borough. An APP is available to download 1500 miles of Borough trails. Pittman Robertson federal funds will be available this year and distributed to the states. Alaska Department of Fish & Game normally receives all funds for hunting and fishing access, but this year it will be available for a public process available for communities for wildlife viewing trails, hunting access, etc., and is a matching grant. The MatSu Trail & Parks processes grants 4 times a year on a quarterly cycle starting in January. A sub-committee looks at the grants and forward to the board for approval. Grants should be filed at least a month prior. In order to apply for any of the grants available the Point MacKenzie Community Park would need a survey and a site plan concept drawn up by a land design/architect for approval. He handed out other park concepts to look at for the City of Houston's Bear Paw Park and the Butte Elementary School Memorial Park that are currently working with grants awarded. Professional firms have to do the plans, and some land design architects do pro bono work, or some donate time to 501C organizations.

Different type of surveys can be done, and a land design architect can give recommendation. Tamera Windsor asked how we would apply to best suit our needs. Mr. Hoskins said its better to apply with phases of build. He recommended a walkabout with the landscape architects to estimate costs of design/build to work on a detailed budget. Gary Foster said the borough has a survey written in original survey language. Resident Shane Land read last meeting's minutes and brought up the point of having priorities, which included insuring proper drainage and driveway, and applying for a January grant isn't realistic. Gary Foster said a grader got stuck this Spring, then all of it was reworked with a big drainage ditch put in. Tamera Windsor said this is the problem the rest of the board and community members have, who shot the grade? Who did the work? And we can never get any answers. Gary Foster said Northern Asphalt did. Tamera Windsor said somebody has to be responsible IF work is not done correctly and needs to be redone or repaired at a later date, costing additional funds. Its great when people volunteer time, but some work must be done by professionals that are licensed, bonded, and insured. Mr. Hoskins agreed that a December deadline for applying for grant probably was not realistic without



at least a survey. Amanda Klein ask Mr. Hoskins if there were templates available for the documents we would need to apply for grants, and he said yes. Shane Land also brought up a liability insurance. We do have a liability policy on the Point MacKenzie Community Park. Guest Travis Owen (lives off Lewis Loop) brought up the point that if a grader got stuck on the back side on the extreme driest, hottest season we've had, it is worth looking into whether backfill will be needed. Gary Foster said it went in too early in Spring and grader went back after it had dried up more. Tamera Windsor said she did not feel comfortable with putting up any equipment without a professional opinion. The cost of removing it because of sitting in a water puddle or improper drainage is beyond our small budget to risk. Billi Gonzales asked where does the drainage ditch runoff to on the park land? Shane Land brought up having a solid plan, who will maintain it, who will patrol it? How it will be used? What will go in the park? The Park Committees over the last 11 years has this info and has plans to build the park so many different age groups can use the park. These were discussed at our October 10, 2019 meeting.

## Correspondence Sent/Received

Received email from MSB clerk of schedule of tonight's meeting.

Wes Hoskins sent info grant program for playground equipment.

Luanne Urfer of SDG (Sustainable Design Group) a certified landscape architect. Acknowledged our phone call and is willing to help and do a walkabout.

Received Vice President Toby Riddell's resignation letter from the PMCC board as of November 1<sup>st</sup>, 2019. He will be traveling more and unable to make meetings.

Secretary Tamera Windsor still cannot access Point MacKenzie Community Council email, and asked that any correspondence be forwarded to her personal email address.

## Treasurer's Report

General acct. \$1340.21 / Project acct. \$60,960.05

## Point MacKenzie Community Park Report

At our October 10, 2019 Amanda Klein suggested putting the park in hibernation for the winter, due to parts not being here yet, and the question of a land design plan, and our inability to apply for grants without one. Tamera Windsor made a motion to inquire about cost of concept design plan. Amanda Klein 2<sup>nd</sup>. Both volunteered to research. All board members in attendance, Treasurer Amanda Klein, Secretary Tamera Windsor, Alternate Billi Gonzales agreed the park would go into hibernation until these questions and concerns were addressed, as did our MSB Assemblyman Dan Mayfield.

Phone calls were made to Corvus Design and Sustainable Design Group. Luanne Urfer of SGD (Sustainable Design Group) was a wealth of information. She said we most likely wouldn't need a topography survey just a PDF or CAD file of a boundary survey which is what any landscape architect needs. She would be happy to come out and do a walkaround with us, and answer any questions we may have. In addition to the MatSu Parks and Trails grants, other grants are available through Alaska Division of Parks and Outdoor Recreation, and organizations that she has worked with. Guest Travis Owen asked if a plan was drawn up by the community. Gary Foster said the park committee members have

come and gone over the years, and the prior MSB land donated and given back due to cost prohibitive access, that park plan was done by committee members.

This is why an additional meeting was scheduled as we cannot do it on our own now due to the new requirements needed to apply for additional grant monies.

Shane Land asked if a survey of community members had been done to see what the community wants. He was told it has been done several times over the last 11 years. It is helpful if community members show up more than once or twice a year, know that some of the MSB CAP funds have been appropriated FOR the park and must be spent on the park. Amanda Klein said our intention is to use the landscape architect to come up a grant concept plan, but nothing nearly what would actually put in because of funds we currently have, so if you're going to pay a landscape architect to design a park, you might as well have in the plans Gary's idea of a community center with well and sewer, location of playground equipment placement, safety perimeters, then in ten years as funds become available another council can add it, so even though it sounds large and grand, its not the intention of what would initially be set up due to limited funds now.



Resident Shane Land also brought up concerns about teenagers or twentysome year olds going there and overdosing it would be a blackeye to the community. It was explained to him the trees and brush would be removed and the park would be visible from the road by everyone driving by in the community. He feels this is a council problem, that it stains and blackens the eyes of the community. Tamera Windsor stated the community nor the council is responsible for drug users putting poison in their veins and overdosing anywhere in Point MacKenzie. If someone OD's in our driveways it does not make us responsible. If someone OD's in a MSB park it does not make MSB responsible, if someone OD's in a state park it does not make the state responsible, if someone OD's in a national park it does not make the National park system responsible for an individual's bad choices to do drugs. Our community, the Point MacKenzie Community Patrol, will monitor the park for any suspicious activity, but cannot control or prevent the irresponsible actions of others.

As to community input, the landscape architect would schedule a 'sharette' that would be posted to the community, here at the Fire Station, and do a roughdraft drawing on the whiteboard, the tentative concept plan

with input from all community members. They just have to SHOW UP and stay INFORMED!

Gary Foster commented that we have two very large Mennonite groups in Point MacKenzie that will not, under any circumstances get involved in our community council, or any government entity. Each group has a school, and they are being mandated by law now that they have to do an hour of physical education every day to meet state education requirements. Their needs are included in our development of the park.

Gary Foster asked for volunteers for the park committee. Board members Amanda Klein, Tamera Windsor, and residents Betty Harriman and Joe Klein volunteered and agree to schedule a walkabout with the landscape architect for a research of work that's been done, professional advice, and cost of survey and a site concept plan. President Gary Foster would not allow a vote for park volunteers saying it was not on the agenda. The vote could have taken place with parliamentary procedure under New Business or Unfinished Business, which was disappointing to the majority of the board members as this extra meeting was specifically scheduled to hear guest speaker Wes Hoskins of MatSu Trails and Parks, and get park decisions made.

## MSB Report

Dan Mayfield was unable to make additional scheduled meeting.

## Point MacKenzie Community Patrol

No patrols made in 3 weeks. Complaints were made by residents about a 4-wheeler constantly doing 60 MPH on Goose Creek road.

## Point MacKenzie Road

Paving has been done on the gravel areas on the first parts of the road, and is much appreciated by the community. Gravel area still at Mile 15, use caution.

Gary Foster made motion to adjourn. Amanda Klein 2<sup>nd</sup>.

Point MacKenzie Community Council

Letter of Attestment of Minutes

For October 29, 2019

President

Gary

Foster \_\_\_\_\_

Treasurer

Amanda

Klein \_\_\_\_\_

Secretary

Tamera

Windsor

Tamera Windsor 12/24/2020

Alternate

Wilma (Billi)

Gonzales

Wilma M. Gonzales 01/24/2020



Meeting Minutes  
January 2, 2020 7:00pm  
Upper Susitna Senior & Community Center

- I. Establish Quorum – Ned Sparks, Herman Thompson, Buddy Giddens, Joe Pride & Sheena Fort.
- II. Call Meeting to Order – 7:04pm
- III. Pledge of Allegiance
- IV. Approval of Meeting Agenda
  - a. Motion by: Herman Thompson
  - b. 2<sup>nd</sup> by: Sheena Fort
  - c.
- V. Approval of Meeting Minutes
  - a. Motion by: Herman Thompson
  - b. 2<sup>nd</sup> by: Joe Pride
  - c.
- VI. Treasurer's Report
  - a. Checking Account – \$7,324.16
  - b. Savings Account – \$225.55
- VII. Persons to be Heard (suggested 3 minutes each)
  - a.
  - b.
  - c.
- VIII. Correspondence –
  - a.
  - b.
  - c.
- IX. Committee and Governmental Reports
  - a. Road Service Areas (15 & 29) – N/A
  - b. Borough Assembly Update – N/A
  - c. Grant Expenditure Committee -N/A
  - d. Bylaws Committee – N/A
  - e. Ways & Means Committee – N/A
  - f. Neighborhood Watch / Community Safety- Sent in final report to the borough. They now have 3 kits with extra signs and stickers.
- X. Old Business
  - a. Bulletin Board Update- Joe Pride acquired a board. Now it just needs to be hung up.
  - b.
- XI. New Business
  - a. Eric Chappel- on behalf of the Talkeetna Fire Dept asked the Community council for a letter of support for the increase mill rate.
    - i. Herman Thompson motioned for a letter of endorsement for the increase mill rate
    - ii. 2<sup>nd</sup> by Joe Pride
  - b.
- XII. Adjournment – 7:17pm

Feb 6  
Ned Sparks  
Sheena Fort