

1 **Minutes of the Public Hearing**
2 **Denali Borough Assembly**
3 **Tri-Valley Community Center**
4 **September 13, 2017**
5
6

7 **CALL TO ORDER:**

8 The public hearing was called to order by Presiding Officer Jared Zimmerman at 6:02 p.m.
9

10 **ROLL CALL:**

11 Assembly members present: Jared ZIMMERMAN, Don DEBLAUW, Krista ZAPPONE,
12 Tallon SHREEVE, David EVANS, Patrick KELLY and Jill BOELSMA. Absent: Joe
13 CHATFIELD and Paddy TATUM.
14

15 **ORDINANCE 17-13, Version A:**


16 An ordinance to explore options for the establishment of a system to assign addresses to
17 building and properties within the Denali Borough.
18

19 Carrie Skinner, McKinley Volunteer Fire Department, spoke in support of Ordinance 17-13.
20

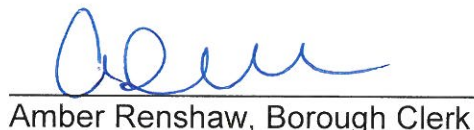
21 **ADJOURNMENT:**

22 The public hearing was adjourned at 6:04 p.m.
23
24

25
26 APPROVED:

27 
28 Jared Zimmerman, Presiding Officer

29
30
31 ATTEST:

32 
33 Amber Renshaw, Borough Clerk
34

35
36 Date Approved:

37 10/11/2017

1 **Minutes of the Regular Meeting**
2 **Denali Borough Assembly**
3 **Tri-Valley Community Center**
4 **September 13, 2017**
5
6

7 **CALL TO ORDER**

8 Presiding Officer Jared Zimmerman called the regular meeting to order at 6:05 PM.
9

10 **PLEDGE OF ALLEGIANCE**

11 Mayor Clay Walker led those present in the Pledge of Allegiance.
12

13 **ROLL CALL**

14 Assembly members present: Jared ZIMMERMAN, Don DEBLAUW, Patrick KELLY, David
15 EVANS, Tallon SHREEVE, Krista ZAPPONE, and Jill BOELSMA. Absent: Joe CHATFIELD
16 and Paddy TATUM. Mayor Clay Walker was also present.
17

18 David EVANS MOVED to excuse Ms. Tatum and Mr. Chatfield. The motion was seconded.
19 The VOTE by show of hands was unanimous.
20

21 **PUBLIC COMMENTS**

22 There were no comments.
23

24 **AGENDA**

25 Jill BOELSMA MOVED to approve the meeting agenda as presented. The motion was
26 seconded. The VOTE by show of hands was unanimous.
27

28 **MINUTES**

29 August 9, 2017 Denali Borough Assembly Public Hearing and Regular Meeting
30

31 Jill BOELSMA MOVED to approve the minutes of the August 9, 2017 Public Hearing and
32 Regular Meeting minutes as presented. The motion was seconded. The VOTE by show of
33 hands was unanimous.
34

35 **REPORTS**

36 **JULY 2017 FINANCIAL REPORTS**

37 Patrick KELLY MOVED to receive the July 2017 Financial Report. The motion was
38 seconded. The VOTE by show of hands was unanimous.
39

40 **FINANCE COMMITTEE REPORT**

41 Finance Committee member Krista Zappone reported that the committee met prior to the
42 assembly meeting and discussed internal controls as they relate to financial processes, and
43 came to the consensus that they would like to see the finance committee serve as audit

1 committee. The next meeting of the finance committee will be just prior to the December
2 assembly meeting, and the public is invited to attend.

3 4 **PLANNING COMMISSION REPORT**

5 Planning Commissioner Steve Jones reported that the planning commission has acted to
6 move Denali Borough Code Chapter 9 Subdivisions to the assembly for consideration. The
7 commission is now working on road and trail design standards. Several re-platting requests
8 have been on recent planning commission agendas.

9 10 **SCHOOL DISTRICT REPORT**

11 Denali Borough School District (DBSD)

12 There was no School District report.

13 14 **MAYOR REPORT**

15 Mayor Clay Walker verbally highlighted information provided in a written report, including the
16 following:

- 17
- 18 • Mayor Walker attending the Summer Alaska Municipal League (AML) conference in
19 Haines. A key point of discussion at the conference was funding cost shifting from the
20 state to municipalities.
- 21 • The AML Fall Conference will be held in Anchorage November 13 – 17. All assembly
22 members are invited to attend. Next summer's AML conference will be held in Denali.
- 23 • All borough staff attended a day long human resources training session focused on
24 team building, conflict resolution, and maintaining a quality work environment led by
25 KMD Consulting. Trainer Kevin Dee spent a second day performing a human
26 resource review.
- 27 • The Alaska Railroad is upgrading signaling at the Parks Highway Milepost 235
28 crossing, and the Milepost 231 Safety Enhancements project is still in the design
29 phase.
- 30 • Denali National Park and Preserve has made the new Long Range Transportation
31 Plan available for public review and comment. Comments will be accepted through
32 October 2.
- 33 • The State of Alaska Department of Environmental Conservation (DEC) has
34 requested that the borough submit a revised landfill permit renewal application due to
35 need for more information and clarifications. DEC has also requested another
36 revision and resubmittal of the groundwater monitoring Quality Assurance Project
37 Plan.
- 38 • The deadline to file to have candidate's names appear on the November Election
39 Ballot is 4:00 pm September 21. Three assembly seats, three school board seats, as
40 well as the mayoral seat will be up for election.
- 41 • The planning commission has two vacant seats from the northern district.
- 42

43 **ASSEMBLY COMMENTS**

1 Assembly members thanked those in attendance for coming to the meeting. In addition,
2 the following comments were made:

3
4 Jared ZIMMERMAN thanked the finance committee and planning commission for the
5 work that they do.

6
7 Krista ZAPPONE reminded those present that the landfill is accepting scrap metal for
8 free, and will accept appliances that contain Freon, which they will empty for a fee.

9
10 **COMMUNICATION AND APPEARANCES**

11 Laurie Gieck with Kohler, Schmitt & Hutchison: Denali Borough Fiscal Year 2017 pre-audit
12 discussion.

13
14 Laurie Gieck, Partner with Kohler, Schmitt & Hutchison (KSH) introduced herself, explained
15 that the firm has been engaged to provide audit services for the fiscal year ended June 30,
16 2017, and informed the assembly that work on the annual audit has begun. KSH is
17 responsible for planning and preparing the audit, reviewing the annual financial statements
18 to ensure that they are free of material misstatements, and expressing an opinion on the
19 financial statements and supplementary information based upon the audit. KSH will
20 communicate significant findings at the conclusion of the audit. Borough administration has
21 the responsibility of providing financial records, related source documents, and maintaining
22 an adequate system of internal controls and monitoring of financial reporting to prevent
23 fraud. In addition to the standard annual audit, a state single audit is required this year due
24 to the amount of expenditures on grant projects. The Denali Borough School District is a
25 component unit of the borough. They conduct their own audit, which is then incorporated
26 into the borough audit.

27
28 **DRAFT ORDINANCES**

29 There were no draft ordinances to consider.

30
31 **PENDING ORDINANCES**

32
33 **ORDINANCE 17-13, Version A:**

34 An ordinance to explore options for the establishment of a system to assign addresses to
35 buildings and properties within the Denali Borough.

36
37 Patrick KELLY MOVED to postpone Ordinance 17-13. The motion was seconded. Points of
38 discussion that followed included the purpose of the proposed ballot measure, the desire to
39 have physical addresses to assist emergency services personnel find those whom they
40 have requested assistance, the lack of house numbers on named streets in the Denali
41 Borough, how implementation of residential addressing would be done, the appropriateness
42 of a ballot measure for this issue, other options for dealing with addressing, work that has
43 been accomplished by the planning commission on addressing, and who would have the
44 responsibility of numbering existing lots.

1
2 Patrick KELLY MOVED to postpone indefinitely Ordinance 17-13. The motion was
3 seconded. The roll call VOTE was unanimous.

4
5 Krista ZAPPONE MOVED to include addressing on the next assembly meeting agenda
6 under Other Business. The motion was seconded. The VOTE by show of hands was
7 unanimous. Assembly Chair Jared Zimmerman requested that administration apprise the
8 planning commission and fire departments of the action on the ordinance, and the
9 placement of addressing on the next assembly agenda.

10
11 Jill BOELSMA MOVED to request that the planning commission forward their work on
12 addressing to the assembly. The motion was seconded. The VOTE by show of hands was
13 unanimous.

14 15 **RESOLUTIONS**

16 17 **RESOLUTION 17-14, Version A:**

18 **A resolution encouraging congress to create a reliable, predictable stream of**
19 **resources to address deferred maintenance needs in America's national park system,**
20 **including Denali National Park.**

21 Presiding Officer Jared ZIMMERMAN relinquished the chair to Deputy Presiding Officer
22 Krista Zappone at 6:59 PM.

23
24 Jared ZIMMERMAN asked to recuse himself from discussion and voting, as he is an
25 employee of Denali National Park. Deputy Presiding Officer Krista Zappone allowed the
26 recusal.

27
28 Jill BOELSMA MOVED to approve Resolution 17-14. The motion was seconded. The roll
29 call VOTE on the motion to approve Resolution 17-14 was unanimous.

30
31 Presiding Officer Jared ZIMMERMAN resumed the chair at 7:04 PM.

32 33 **OTHER BUSINESS**

34 35 **APPROVE THE DENALI BOROUGH FEE SCHEDULE**

36 Krista ZAPPONE MOVED to approve the Denali Borough Fee Schedule. The motion was
37 seconded. It was noted that this document contains fees for which amounts are specified in
38 Denali Borough Code, as well as fees that have been administratively determined. Points of
39 discussion included a request for clarification of several specific fees, which funds would
40 capture fees received, and a question of which fees in the document are new. Krista
41 ZAPPONE withdrew her motion to approve. The second was withdrawn.

42
43 Krista ZAPPONE MOVED to postpone the Denali Borough Fee Schedule to the next
44 meeting. The motion was seconded. The VOTE by show of hands was unanimous.

1
2 **DETERMINE CANVASS COMMITTEE FOR THE NOVEMBER 7TH ELECTION**

3 Krista ZAPPONE MOVED to appoint the Denali Borough Assembly to serve as the Canvass
4 Committee for the November 7, 2017 regular election, and to include provisions for staff
5 members to be appointed by the borough clerk if a quorum is not present. The motion was
6 seconded. The VOTE by show of hands was unanimous.
7

8 **SET NOVEMBER MEETING DATES: CANVASS COMMITTEE; ELECTION**
9 **CERTIFICATION SPECIAL MEETING; NOVEMBER REGULAR ASSEMBLY MEETING**

10 Krista ZAPPONE MOVED to set the date for the November 7th Election Canvass Committee
11 meeting as November 9 at 6:00 PM. The motion was seconded. The VOTE by show of
12 hands was unanimous.
13

14 Krista ZAPPONE MOVED to set the date for a special meeting to certify the November 7th
15 Election results for November 20 at 6:00 PM and to have the public hearing and regular
16 meeting for November to follow the special meeting. The motion was seconded. The VOTE
17 by show of hands was unanimous.
18

19 **PUBLIC COMMENTS**

20 Carrie Skinner, Denali Chamber of Commerce Board member, reminded those present that
21 there is a seminar on Overnight Accommodations Tax on September 20 at the Chamber
22 building, and Breakfast with the Board at 8:30 AM on September 25 at Rose's Café.
23 Chamber staff will attend the Alaska Travel Industry Conference October 3 – 5, and
24 Chamber Board members will attend the 2017 Alaska Chamber Fall Forum October 10 –
25 12. The Chamber is polling members to determine support for the J-1 Visa program, and
26 considering polling members regarding Denali Borough Ordinance 17-13 and Resolution
27 17-14.
28

29 **ASSEMBLY COMMENTS**

30 Assembly members thanked those in the audience for their attendance and input, in
31 addition to the following comments:
32

33 Krista ZAPPONE commented that it is helpful to gather community input, and thanked
34 the Chamber of Commerce for their support in working together as a community.
35

36 David EVANS thanked Laurie Gieck for her presentation, and commented that he is
37 looking forward to the audit results.
38

39 Patrick KELLY informed the assembly that he will be wintering in Palmer, but will attend
40 meetings.
41

42 Tallon SHREEVE commented that he looks forward to working on establishing
43 addresses in the Denali Borough.
44

1 **NEXT ASSEMBLY MEETING**

2 The next regular meeting will be held on Wednesday, October 11, 2017 at the Tri-Valley
3 Community Center; Healy, Alaska; Public Hearing 6:00 PM with the Regular Meeting
4 following the public hearing.
5


6 **ADJOURN:**

7 The meeting was adjourned at 7:35 PM.
8
9

10
11 APPROVED: _____

12 
13 Jared Zimmerman, Presiding Officer
14

15
16 ATTEST: _____

17 
18 Amber Renshaw, Borough Clerk
19

20
21 Date Approved: _____

10/11/2017