

1 **Minutes of the Public Hearing**
2 **Denali Borough Assembly**
3 **Tri-Valley Community Center**
4 **October 11, 2017**
5
6

7 **CALL TO ORDER**

8 Presiding Officer Jared ZIMMERMAN called the public hearing to order at 6:08 PM.
9

10 **ROLL CALL**

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

15 There were no items on the public hearing agenda. The presiding officer continued on to
16 the regular meeting.
17

18 **ADJOURN:**

19 The meeting was adjourned at 6:08 PM.
20
21

22
23 APPROVED: 

24 Jared Zimmerman, Presiding Officer
25

26
27 ATTEST: 

28 Amber Renshaw, Borough Clerk
29
30
31

32 Date Approved: November 20, 2017
33

1 **Minutes of the Regular Meeting**
2 **Denali Borough Assembly**
3 **Tri-Valley Community Center**
4 **October 11, 2017**
5
6

7 **CALL TO ORDER**

8 Presiding Officer Jared ZIMMERMAN called the regular meeting to order at 6:08 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, and Joe CHATFIELD. Absent: Krista ZAPPONE, Jill BOELSMA
16 and Paddy TATUM. Mayor Clay Walker was also present.
17

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

21 **PUBLIC COMMENTS**

22 Carrie Skinner, Denali Chamber of Commerce Board Member, commented on recent
23 Chamber events. The Chamber has gained four new members in September, Chamber
24 Director Vanessa Juszczak recently attended the Alaska Travel Industry Association
25 convention in Kodiak, Chamber Board members attended the Alaska Chamber Fall Forum
26 in Juneau this week, and Jordan Heckley was named to the Alaska State Chamber Board of
27 Directors. Ms. Skinner thanked the assembly for helping to fund the summer internship
28 position, and for funding Chamber building electrical improvements. The winter brochure is
29 near completion, and the Chamber will be sponsoring a Pumpkin Patch event on October
30 28, as well as Trunk or Treat on Halloween.
31

32 **AGENDA**

33 Patrick KELLY MOVED to approve the meeting agenda as presented. The motion was
34 seconded. The VOTE by show of hands was unanimous.
35

36 **MINUTES**

37 September 13, 2017 Denali Borough Assembly Public Hearing and Regular Meeting
38

39 David EVANS MOVED to approve the minutes of the September 13, 2017 Public Hearing
40 and Regular Meeting minutes as presented. The motion was seconded. The VOTE by show
41 of hands was unanimous.
42

43 **REPORTS**

1 **AUGUST 2017 FINANCIAL REPORTS**

2 Patrick KELLY MOVED to receive the August 2017 Financial Report. The motion was
3 seconded. The VOTE by show of hands was unanimous.
4

5 **PLANNING COMMISSION REPORT**

6 Mayor Clay Walker reported that the planning commission did not meet in September due to
7 the lack of a quorum, and that Denali Borough Code (DBC) Chapters 9.10 Subdivisions and
8 9.11 Road, Trail and Easement Standards are on the agenda for the October meeting.
9

10 **PLANNING COMMISSION SEAT APPOINTMENT**

11 Mayor Clay Walker recommended appointment of Robert Snyder to Planning Commission
12 Seat I. Patrick KELLY MOVED to confirm the appointment. The motion was seconded. The
13 VOTE by show of hands was unanimous.
14

15 **SCHOOL DISTRICT REPORT**

16 Denali Borough School District (DBSD)

17 Superintendent Dan Polta apologized for missing last month's meeting, and verbally
18 highlighted information provided in written reports, including the following:
19

- 20 • Congratulations to Karen Martin on being named as one of four finalists for Alaska
21 Teacher of the Year, and congratulations to Vern Carlson on being nominated by the
22 Denali Borough School Board for the Carl Rose Governance Award.
- 23 • DBSD staff will meet on September 15 to discuss strategic planning, including
24 reviewing action plans and developing ways to involve key individuals.
- 25 • Draft audit statements are expected this week.
- 26 • Due to enrollment changes at the Anderson School, a teaching assistant and new
27 teacher have been added to staffing. The new teacher will begin October 16.
- 28 • There is a small uptick in student enrollment, which will result in changes to the Fiscal
29 Year (FY) 2018 budget, including enrollment driven changes to staffing and revenue,
30 which should balance each other out. The school district is expecting excess revenue
31 in FY2018 near \$500,000 due to expected cuts to funding that did not materialize.
32 Discussions regarding how to manage the surplus include acting on deferred
33 maintenance projects that would lower ongoing operating costs or move forward and
34 reduce future planned spending, building the districts unreserved carry over, and
35 compensating staff outside of salary and wage scales.
36

37 **MAYOR REPORT**

38 Mayor Clay Walker verbally highlighted information provided in a written report, including the
39 following:
40

- 41 • Borough Treasurer Annette Ziegman has submitted a letter of resignation effective
42 February 1, 2018.

- 1 • The upcoming Anderson City Council meeting agenda includes approval of a new
2 plat identifying the parcels to be exchanged with the borough near the Anderson
3 septage facility. If approved, the next steps in the exchange process will include
4 approvals via ordinance from both the City Council and the Borough Assembly.
- 5 • Mayor Walker and Projects Coordinator Chris Noel attended the Clear Air Force
6 Station Security Squadron Activation and Assumption of Command Ceremony and,
7 while there, were able to tour the Clear Fire Department facility.
- 8 • Clear Monofil Services has not revised its application to the Alaska Department of
9 Environmental Conservation (DEC) for a new monofil, and has therefore not
10 submitted a complete application. The large contract for the demolition of buildings
11 and utilidors on the Air Force Station was awarded to HydroGeologic, Inc.
- 12 • Revisions of DBC Chapters 6.10 Landfills and 6.15 Solid Waste are in order, and
13 work will begin on them soon.
- 14 • DBC 6.15.010 requires a committee of at least three qualified people write an
15 approved landfill operations plan. Work is currently being done to renew the DEC
16 landfill permit and update the landfill operations plan by an unofficial committee.
- 17 • Administration has identified a need for a designated Solid Waste Manager to
18 provide onsite support and supervision. Currently, the Mayor is tasked to administer
19 solid waste powers per DBC 6.15.020.
- 20 • The National Park Service has made available for public review and comment an
21 environmental assessment analyzing a proposal to construct a new wayside at
22 milepost 231 of the George Parks Highway. Mayor Walker informed the assembly
23 that he would like to provide comment in support of the proposed action alternative.
- 24 • Election day is November 7, with the borough election absentee and early voting
25 starting October 18. Precinct voting locations will be the same as in past years, with
26 the exception of the Clear precinct, which will be at the Clear Sky Sportsmen's
27 Association clubhouse.
- 28 • A draft land use plan is expected from Agnew::Beck this week.
- 29 • Land Planner Marsha Lambert and Emergency Planner Chris Noel attended a
30 Federal Emergency Management Agency hazard mitigation training recently.
- 31 • The landfill shop extension project is done. Mayor Walker thanked the assembly for
32 approving the capital project funding, commenting that it is money well spent.

34 **ASSEMBLY COMMENTS**

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

37
38 Jared ZIMMERMAN thanked Robert Snyder for stepping up to serve on the planning
39 commission.

40
41 David EVANS thanked Annette Ziegman for her service to the borough.
42

1 David EVANS MOVED to request that administration draft a letter of support to the
2 National Park Service regarding the proposed action alternative identified. The motion
3 was seconded. The VOTE by show of hands was unanimous.

4
5 Joe CHATFIELD thanked Annette Ziegman for her service.

6
7 **COMMUNICATIONS AND APPEARANCES**

8 There were no communications or appearances.

9
10 **DRAFT ORDINANCES**

11 **ORDINANCE 17-14, VERSION A:**

12 **An ordinance amending Denali Borough Code of Ordinances Chapter 9.10 Titled**
13 **Subdivisions**

14
15 David EVANS MOVED to introduce Ordinance 17-14, Version A. The motion was seconded.
16 Mayor Clay Walker explained that the planning commission voted to forward Chapter 9.10
17 Subdivisions to the assembly. The document has been reviewed by the Land Planner.
18 Changes of note include the increased minimum plat size of one acre, the acceptance of pdf
19 copies of plats, a reference in 9.10.110 to a nonexistent portion of code, and better defined
20 roles of the land planner and planning commission in 9.10.130.

21
22 Patrick KELLY MOVED to delete the phrase “the Denali Borough platting Ordinance No. 96-
23 22” on page 12, and to insert the phrase “Denali Borough Code 9.10 titled Subdivisions.”
24 The motion was seconded. The VOTE by show of hands was unanimous.

25
26 The roll call VOTE on the main motion to introduce Ordinance 17-14 was unanimous.

27
28 David EVANS MOVED to postpone Ordinance 17-14 to the next meeting. The motion was
29 seconded. The VOTE by show of hands was unanimous.

30
31 **ORDINANCE 17-15, VERSION A:**

32 **An ordinance appropriating up to \$62,600 from the general fund for reimbursable**
33 **expenditures related to State Homeland Security Program Grant (SHSP)**

34
35 Patrick KELLY MOVED to introduce Ordinance 17-15. The motion was seconded. Mayor
36 Clay Walker commended Emergency Planner Chris Noel for working with emergency
37 service organizations to apply for these funds, which will be used to purchase lifesaving
38 equipment that will be passed on to emergency service departments. The roll call VOTE to
39 introduce Ordinance 17-15 was unanimous.

40
41 David EVANS MOVED to postpone Ordinance 17-15 to the next meeting. The motion was
42 seconded. The VOTE by show of hands was unanimous.

43
44 **PENDING ORDINANCES**

1 There were no pending ordinances.

2
3 **RESOLUTIONS**

4 **RESOLUTION 17-15, Version A:**

5 **A resolution congratulating Ms. Karen Martin for being a finalist for the Alaska**
6 **Teacher of the Year for 2018 and thank her for her service to our students and**
7 **community.**

8
9 Patrick KELLY MOVED to approve Resolution 17-15. The motion was seconded. The roll
10 call VOTE was unanimous.

11
12 **RESOLUTION 17-16:**

13 **A resolution congratulating Mr. Vernon Carlson for his nomination for the Carl Rose**
14 **Governance Award and thank him for his service to our students and community.**

15
16 David EVANS MOVED to approve Resolution 17-16. The motion was seconded. The roll
17 call VOTE was unanimous.

18
19 **OTHER BUSINESS**

20
21 **APPROVE THE DENALI BOROUGH FEE SCHEDULE**

22 Patrick KELLY MOVED to approve the Denali Borough Fee Schedule. The motion was
23 seconded. Points of discussion that followed included confusion regarding the proposed
24 fees for commercial use permits, a question of who would maintain permitted roads and
25 trails, the desire to charge fair market value for the use of borough property, a lack of
26 comment from active operators regarding the fees, the need to notify operators of newly
27 imposed fees, the specific application of fees, and the need to develop application forms. A
28 point of further discussion included the possibility of surveying other locations with similar
29 commercial use of land to gather a fee baseline.

30
31 David EVANS MOVED to amend the fee schedule by adding “multiplied by Wall Street
32 Journal Prime plus two percent (Annual rate)” after the phrase “fair market value” under
33 Leasing of Borough Real Property on page 5. The motion was seconded. The VOTE by
34 show of hands was unanimous.

35
36 Points of discussion that followed included the need to implement a procedure for permitting
37 land use, operators were made aware of revisions to Title 4 including changes to permitting
38 and fees, and the ability to update the fee schedule by a vote of the assembly.

39
40 The VOTE by show of hands on the main motion to approve the Denali Borough Fee
41 Schedule was unanimous.

42
43 **POTENTIAL STRUCTURE FOR BOROUGH-WIDE ADDRESSING PROJECT**

1 Presiding Officer Jared Zimmerman informed the assembly that information in the assembly
2 packet regarding street naming was received in response to a request made at the last
3 assembly meeting. Mayor Clay Walker explained that Chapter 9.12 Street Addressing was
4 excerpted from the planning commission's work on Chapter 9.10 Subdivisions, and that
5 Chapter 9.13 Uniform Street Addressing System, also included in the meeting packet, has
6 not yet been reviewed by the planning commission, and is on their next meeting's agenda.
7 Mayor Walker suggested that the question before the assembly was that of moving forward
8 to research options for addressing, and if pursued, how that would be structured. Options
9 include putting the question to a vote of the people, the assembly's surveying of the people,
10 passing this project to the planning commission to draft a system to be considered by the
11 assembly, or to hire a consultant to do the work. Points of discussion that followed included
12 the need for a fiscal impact statement regarding the project, the need for an addressing
13 format to assist emergency response, and the desire to include emergency response
14 organizations in devising an addressing process.

15
16 Joe CHATFIELD MOVED to refer research on a borough wide addressing system to the
17 planning commission. The motion was seconded. The VOTE by show of hands was
18 unanimous.

19
20 **APPROVE THE FINANCE COMMITTEE TO ACT AS THE AUDIT COMMITTEE TO**
21 **REVIEW THE FY 2017 AUDIT REPORT**

22
23 Patrick KELLY MOVED to appoint the finance committee to act as audit committee for the
24 FY2017 audit. The motion was seconded. The VOTE by show of hands was unanimous.

25
26 **APPROVE THE ELECTION BOARD**

27
28 Patrick KELLY MOVED to approve the election board as presented. The motion was
29 seconded. The VOTE by show of hands was unanimous.

30
31 **PUBLIC COMMENTS**

32 There were no public comments.

33
34 **ASSEMBLY COMMENTS**

35 Assembly members thanked those in the audience for their attendance and input, in
36 addition to the following comments:

37
38 Joe CHATFIELD commented that he has an emergency response background, that
39 being able to find people in need is the most important part of responding, and that he
40 supports a borough wide addressing effort.

41
42 Tallon SHREEVE commented that he will not be able to attend the November meeting.

43

1 David EVANS commented that sequential addressing numbers would assist emergency
2 responders.

3
4 Don DEBLAUW thanked Robert Snyder for stepping up to serve on the planning
5 commission.

6
7 **NEXT ASSEMBLY MEETING**

8 The next regular meeting will be held on Monday, November 20, 2017 at the Anderson
9 School, Anderson, Alaska; Special Meeting to Certify the November 7, 2017 Regular
10 Election at 6:00 PM, Public Hearing and Regular Meeting to follow.

11
12 **ADJOURN:**

13 The meeting was adjourned at 8:13 PM.

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16
17 APPROVED: 
18 Jared Zimmerman, Presiding Officer

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21
22 ATTEST: 
23 Amber Renshaw, Borough Clerk

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27 Date Approved: November 20, 2017