

## MATANUSKA-SUSITNA BOROUGH Historical Preservation Commission Agenda

Edna DeVries, Mayor

Andrew Schweisthal  
Kevin Toothaker  
Deborah Burlinski  
Jake Anders  
Fran Seager-Boss  
Janet Kincaid  
Angela Wade  
Vacant  
Vacant

Adam Bradway – Staff



Michael Brown, Borough Manager

PLANNING & LAND USE DEPARTMENT  
Alex Strawn, Planning & Land Use Director  
Kim Sollien, Planning Services Manager  
Fred Wagner, Platting Officer

*In person + Virtual Meeting*

**May 12, 2022**  
**REGULAR MEETING**  
6:00 p.m.

Ways to participate in the Historical Preservation Commission meetings:

**In person:**

Lower Level Conference Room, DSJ Building  
350 E. Dahlia Ave, Palmer

**Join on your computer or mobile app:**

[Click here to join the meeting](#)

**TELEPHONIC TESTIMONY:**

**Or call in (audio only)**

[+1 907-290-7880](tel:+19072907880), [947996507#](tel:+1907996507) United States, Anchorage

Phone Conference ID: 947 996 507#

- State your name for the record, spell your last name and provide your testimony.

I. CALL TO ORDER

II. ROLL CALL – DETERMINATION OF QUORUM

III. APPROVAL OF AGENDA

IV. LAND ACKNOWLEDGMENT

"The Matanuska-Susitna Borough Historical Preservation Commission acknowledge that we are meeting on traditional lands of the Dene people, and we are grateful for their continued stewardship of the land, fish, and wildlife throughout time immemorial."

V. PLEDGE OF ALLEGIANCE

VI. APPROVAL OF MINUTES

A. September 30, 2021

VII. ELECTIONS

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

IX. HISTORICAL SOCIETY/MUSEUM UPDATES

X. STAFF/AGENCY REPORTS & PRESENTATIONS

- A. Historic Preservation Plan Phase II Update
- B. Archive Organization Project
- C. MSCVB Sustainable Tourism Master Plan
- D. Correspondence
  - i. Gateway Visitors Center
  - ii. K'enekatnu Village
  - iii. Paul Bruhn Historic Revitalization Grants Program
  - iv. Upcoming Training Opportunities
- E. Planning Department Update

XI. UNFINISHED BUSINESS

- A. Review Code Change Ordinance

XII. NEW BUSINESS

- A. Amending 4/22/21 HPC Minutes
- B. A resolution of the Matanuska-Susitna Borough Historical Preservation Commission Recognizing the service of Eileen Haines

XIII. MEMBER COMMENTS

XIV. NEXT MEETING DATE:

- A. Next Regular Meeting – August 11, 2022

XV. ADJOURNMENT

**Disabled persons needing reasonable accommodation in order to participate at a Historical Preservation Commission Meeting should contact the borough ADA Coordinator at 861-8432 at least one week in advance of the meeting.**

I. **CALL TO ORDER - ROLL CALL – QUORUM ESTABLISHED.**

The regular meeting of the Matanuska-Susitna Borough Historical Preservation Commission was called to order at 6:02 on Thursday, September 30, 2021, by teleconference via Microsoft Teams (1-907-290-7880).

Historical Preservation Commissioners present and establishing a quorum:

Deborah Burlinski  
Andrew Schweisthal  
Jake Anders  
Fran Seager-Boss  
Angela Wade

Staff and Agency Representatives in attendance:

Adam Bradway, Staff

II. **APPROVAL OF AGENDA**

**MOTION:** Jake Anders moved to approve the agenda. Deborah Burlinski seconded.

**DISCUSSION:** None.

**VOTE:** Motion passed unanimously.

III. **LAND ACKNOWLEDGMENT**

IV. **PLEDGE OF ALLEGIANCE**

V. **APPROVAL OF MINUTES**

**MOTION:** Deborah Burlinski moved to approve the minutes of the previous meeting. Jake Anders seconded.

**DISCUSSION:** None.

**VOTE:** Motion passed unanimously.

VI. **AUDIENCE PARTICIPATION**

- Talon Boeve spoke about wanting to consistently attend HPC meetings.

VII. **HISTORICAL SOCIETY/MUSEUM UPDATES**

- Talkeetna Historical Society – Informed the HPC that they submitted a National Register nomination for the Dorothy Swanda Jones Cabin. Informed the HPC that the society is busy with rehabbing the museum building and that they had engineers on site this week to go over the building's needs.

VIII. **REPORTS:STAFF/CORRESPONDENCE**

Fran Seager-Boss: Gave an overview of the archeological investigations at Settlers Bay Coastal Park.

Adam Bradway: Informed the HPC about the Borough's effort to organize the archives stored in the Borough building. Also gave an overview of the Historic Preservation Plan update next steps.

IX. **UNFINISHED BUSINESS**

A. Old Willow Community Center

**DISCUSSION:** Discussion related to the Borough's work on the Old Willow Community Center and the open house. Discussed the Office of History and Archeology grant for the project and some of the changes being made to retain historic integrity.

B. Talkeetna Gravel Pit

**DISCUSSION:** Discussion related to the HPC's prior initiative to write a letter to the Borough that would use the Talkeetna gravel pit issue as an example of why the Borough needs more cultural resource support. The HPC discussed picking this initiative back up.

X. **NEW BUSINESS**

A. A Resolution of the Matanuska-Susitna Borough Historical Preservation Commission Recommending Continued Support of the Historic Preservation Plan Update

**DISCUSSION:** Discussion related to approving this resolution to allow staff to continue work on the plan update.

**AMENDMENT:** Deborah Burlinski moved to change the word "perusing" to "pursing" in the "Be it further resolved statement". Fran Seager-Boss seconded.

**MOTION:** Deborah Burlinski moved to pass the resolution as amended. Fran Seager-Boss seconded.

**VOTE:** Motion passed unanimously

B. Incorporating preservation into Borough Code – Deborah Burlinski

**DISCUSSION:** Discussion related to Borough Code and different models for a more robust preservation ordinance.

C. Talkeetna Teepee Issue

**DISCUSSION:** Information on a teepee in downtown Talkeetna. An opportunity for education about the Borough's history.

XI. **COMMISSION MEMBER COMMENTS**

XII. **ADJOURNMENT**

**MOTION:** Andrew Schweisthal moved to adjourn the meeting at 8:00 P.M Fran Seager-Boss seconded.

**DISCUSSION:** None.

**VOTE:** Motion passed unanimously.

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Chair

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DATED

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Adam Bradway, Planner II – Staff

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DATED

**From:** [Richard Martin](#)  
**To:** [Vanderhoek, Richard \(DNR\)](#); [GROVER, MARGAN A GS-12 USAF PACAF 673 CES/CEIEC](#); [Angie Wade](#); [marcl@eklutna.org](mailto:marcl@eklutna.org); [Adam Bradway](#)  
**Subject:** Letter of support  
**Date:** Friday, January 14, 2022 11:19:31 AM  
**Attachments:** [Fish Creek Research Design.docx](#)  
[Form Letter of spt.docx](#)

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**[EXTERNAL EMAIL - CAUTION: Do not open unexpected attachments or links.]**

Hi All

Knik tribe will be applying for a NPS Tribal Heritage Grant this year. The goal of the project is to completely survey and map K'enakatnu Village (ANC-00037) located near the mouth of Fish Creek south of Knik on State Land. This project will expand of previous investigations conducted as part of KABATA project. This parcel was identified in the KABATA PA as a parcel to be turned over to the Tribes as partial mitigation if that project had been fully funded. The goal is to record and create a map in all of the cultural features so as to create a GIS dataset to help plan for eventual conservation of this important partial. I have attached a project proposal and blank form letter of entity to be addressed in letter. I would appreciate if this could be sent back to Knik Tribe no later than Friday, January 21.

Thanks,

**Richard L. Martin M.A.**  
**Historic Preservation Officer/Tribal Mapper**  
**Knik Tribe**  
**P.O. Box 871565**  
**Wasilla, AK 99687**  
**Wk 907-373-3170**  
**Cell 907-885-8968**

This message is intended only for the use of the individuals to which this e-mail is addressed, and may contain information that is privileged, confidential and exempt from disclosure under applicable laws. If you are not the intended recipient of this e-mail, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this e-mail in error, please notify the sender immediately and delete this e-mail from both your "inbox" and your "deleted items" folders. thank you.



## MATANUSKA-SUSITNA BOROUGH

### Office of the Borough Manager

350 East Dahlia Avenue • Palmer, AK 99645

Phone (907) 861-8689 • Fax (907) 861-8669

[Mike.Brown@matsugov.us](mailto:Mike.Brown@matsugov.us)

January 24, 2022

Megan Brown, Chief  
State, Tribal, Local, Plans & Grants Division and  
Certified Local Government Program National Coordinator  
National Park Service  
1849 C Street, NW Mail Stop 7360  
Washington, DC 20240

RE: K'enateknu Village (ANC-00037) Cultural Resources Survey and Mapping Project

Dear Ms. Brown,

The Matanuska-Susitna Borough (MSB) supports Knik Tribe's National Park Service Tribal Heritage Grant proposal to survey and map K'enateknu Village. MSB is the Certified Local Government that serves the region of the proposed project, facilitates a local Historical Preservation Commission, and works to support the documentation and protection of local cultural resources.

The proposed site is approximately 32 acres of State of Alaska owned land, located near Fish Creek within the MSB. K'enateknu Village is an important Upper Cook Inlet Dena'ina Village that is ancestral to many tribal members residing in the MSB. The Village also contains the remnants of even older cultures that predate the Dena'ina occupation.

MSB supports the need for an accurate map of the estimated 500-plus cultural features known to be present at this site. The area has seen rapid usage growth, largely from the popular public fishery located at Fish Creek. There is also concern related to ATV damage and natural gradual erosion at the site. The results of this project will provide a vital tool for land managers and potential future preservation efforts. MSB applauds the Knik Tribe for their efforts to survey and map cultural resources and enthusiastically supports their application for funding through a National Park Service Tribal Heritage Grant.

Sincerely,

A handwritten signature in blue ink, appearing to read "MB", with a stylized flourish extending to the right.

Michael Brown  
Borough Manager



**From:** [Lewis, Maria A \(DNR\)](#)  
**To:** [Adam Bradway](#); [Manager Talkeetna Historical Society](#)  
**Subject:** Paul Bruhn Historic Revitalization Grants Program  
**Date:** Friday, January 14, 2022 11:29:02 AM

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**[EXTERNAL EMAIL - CAUTION: Do not open unexpected attachments or links.]**

Hi Adam and Sue,

Our office is considering applying for the Paul Bruhn Historic Revitalization Grant and offering subgrants if we receive it. We are looking for interest from CLGs, individuals, and non-profits. Please send us a list of potential projects.

We have a tight deadline to submit our application and [need your feedback by Thursday, January 20, 2022.](#)

Thanks,  
Maria

**Maria Lewis**

Architectural Historian  
Alaska State Historic Preservation Office  
Office of History & Archaeology  
550 West 7th Avenue, Suite 1310  
Anchorage, AK 99501-3561  
Direct: 907-269-8717  
[maria.lewis@alaska.gov](mailto:maria.lewis@alaska.gov)  
<http://dnr.alaska.gov/parks/oha>



**MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 22-025**

**SUBJECT:** AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMENDING MSB 4.46 HISTORICAL PRESERVATION COMMISSION IN ORDER TO INCREASE COMMISSION EFFICIENCY AND ALIGN COMMISSION RESPONSIBILITIES WITH STATE GUIDELINES.

**AGENDA OF: February 15, 2022**

**ASSEMBLY ACTION:**

**MANAGER RECOMMENDATION:** Introduce and set for public hearing.

**APPROVED BY MICHAEL BROWN, BOROUGH MANAGER:** MB

Route To:	Department/Individual	Initials	Remarks
	Originator - A. Bradway	AB	
	Planning Director <i>A. Strawn</i>	<i>AS</i>	1/28/2022
	Borough Attorney	NS	
	Borough Clerk	<i>JML 2/7/22</i>	<i>[Signature]</i>

**ATTACHMENT (S) :** Fiscal Note: YES \_\_\_ NO x  
 HPC Resolution No. 19-01 (6 pp)  
 HPC Resolution No. 20-04 (2 pp)  
 Ordinance Serial No. 22-015 (7 pp)

**SUMMARY STATEMENT:**

The Matanuska-Susitna Borough Planning Department currently facilitates eight boards and commissions, including the Historical Preservation Commission (HPC). During recent budget cycles, Borough staff has been asked to review current tasks and duties to identify ways to improve efficiencies. Planning staff conferred with the Assembly and asked for direction as to what product or task the Assembly would like to see each board accomplish.

On January 3, 2017, the Assembly approved a motion to "direct the offices of the Manager, Clerk, and Planning together to conduct a comprehensive review of all boards and commissions and bring forward draft ordinances that would make changes to the tasks, duties, make up, and meeting frequency of the boards and

further the goals of the Assembly beginning with the following five boards: Transportation Advisory Board, Aviation Advisory Board, Historical Preservation Commission, School Site Selection Committee, and Health and Social Services Board.”

Due to staffing changes, staff shortages, HPC quorum challenges, and a detail-oriented commission, the Historical Preservation Commission is the last remaining board/commission for which this revision needs to be completed.

Staff presented a draft code ordinance for the HPC to review in the spring of 2017, meant to clarify the HPC’s responsibilities and improve efficiency, as directed by the Assembly. The HPC responded with substantial changes in their own draft code ordinance. The HPC’s proposed changes would substantially increase the responsibilities of the HPC and its staff.

Staff discussed the potential impact of the HPC's proposed changes with the HPC and suggested changes that would further the HPC's goals without additional staff burden. The HPC felt strongly that their changes were important and needed to be considered by the Assembly. The HPC adopted HPC resolution 19-01 on December 5, 2019, recommending their proposed amendments to MSB 4.46.

After many more discussions between staff and the HPC, the HPC agreed to amend their resolution to ensure that the proposed changes did not substantially increase HPC and staff responsibilities. On October 22, 2020, the HPC adopted HPC resolution 20-04, amending their 2019 resolution. Ordinance 22-015 reflects substantial cooperation between Borough staff and the Borough Historical Preservation Commission.

Ordinance 22-015:

- Reduces meetings to quarterly, or as requested by the administration, Assembly, or commission chairperson.
- Reduces the board from nine members to seven to alleviate quorum issues.
- Aligns HPC responsibilities with State of Alaska Certified Local Government requirements. The Matanuska-Susitna Borough is a part of the Certified Local Government program. This program is related to the National Historic Preservation Act and is implemented through the HPC. HPC code should mirror the state requirements for the program.

**RECOMMENDATION OF ADMINISTRATION:**

Matanuska-Susitna Borough Assembly adoption of Ordinance 22-015 amending MSB 4.46 Historical Preservation Commission.

MATANUSKA-SUSITNA BOROUGH  
HISTORICAL PRESERVATION COMMISSION  
RESOLUTION SERIAL NO. HPC19-01

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH HISTORICAL PRESERVATION COMMISSION RECOMENDING AMENDMENTS TO MSB 4.46 HISTORICAL PRESERVATION COMMISSION.

WHEREAS, on January 3, 2017 the Matanuska-Susitna Borough Assembly directed the offices of the Manager, Clerk, and Planning to bring forward draft ordinance what would make changes to the tasks, duties, make-up, and meeting frequency of boards and commissions; and

WHEREAS, these changes are to clarify responsibilities and expectations to make the boards function more efficiently and further the goals of the Assembly; and

WHEREAS, planning staff has asked for the input of the Historic Preservation Commission in the drafting of this ordinance.

NOW, THEREFORE, BE IT RESOLVED that the Matanuska-Susitna Borough Historical Preservation Commission recommends that the Matanuska-Susitna Borough Assembly amend MSB 4.46 as follows:

Section

- 4.46.010 [ESTABLISHED] Establishment and purpose
- 4.46.020 Functions
- 4.46.030 Composition
- 4.46.035 Meetings
- 4.46.040 Term of members
- 4.46.050 Compensation
- 4.46.060 Definitions

*1M 22-025 OR 22-015*

**4.46.010 [ESTABLISHED] ESTABLISHMENT AND PURPOSE.**

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[THERE IS] In order to comply with the Certified Local Government Program of the National Historic Preservation Act, the Matanuska-Susitna Borough has established a historical preservation commission. The purpose of the commission is to encourage, participate, and coordinate historic preservation activities within the borough, to provide local government involvement in regional and state-wide historic preservation efforts, and to advise and report to the Aassembly as outlined in the functions listed below.

**4.46.020 FUNCTIONS.**

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(A) The commission shall:

- (1) advise the assembly in [THE IDENTIFICATION OF BUILDINGS, SITES AND LANDMARKS AND WRITINGS AND OBJECTS] identifying, protecting, preserving and interpreting cultural resources within the borough that are of archaeological, historic, cultural, scientific, or geographic importance;
- (2) develop and maintain an inventory of [LANDMARKS, HISTORICAL BUILDINGS AND SITES AND WRITINGS AND OBJECTS] cultural resources within the borough;
- (3) [ADVISE THE PLANNING COMMISSION ON PLANNING IN CONNECTION WITH HISTORIC PRESERVATION]
- (4) [ADVISE THE BOROUGH AND PRIVATE PROPERTY OWNERS ON RESTORATION AND MAINTENANCE OF HISTORICAL BUILDINGS, SITES AND LANDMARKS AND WRITINGS AND OBJECTS]
- (5) [COORDINATE, ASSIST AND AID IN THE PLANNING OF HISTORICAL PRESERVATION AND RESTORATION PROJECTS IN THE BOROUGH]

(6) [RECOMMEND TO THE ASSEMBLY BUILDINGS, SITES AND LANDMARKS AND WRITINGS AND OBJECTS OF HISTORICAL, CULTURAL OR GEOGRAPHIC SIGNIFICANCE IN THE BOROUGH ELIGIBLE FOR LISTING ON THE NATIONAL REGISTER OF HISTORIC PLACES BY THE UNITED STATES OR STATE GOVERNMENTS, AND SEEK APPROVAL FROM CITY COUNCILS ON RECOMMENDATIONS REGARDING HISTORIC PLACES WITHIN CITIES; AND]

(7) [RECOMMEND TO THE ASSEMBLY HISTORICAL PRESERVATION AND RESTORATION PROGRAMS AND SITE IMPROVEMENTS TO BE IMPLEMENTED BY OR SUPPORTED BY THE BOROUGH.]

(8) develop a local historic preservation plan providing for the identification, protection, management, and interpretation of cultural resources within the borough;

(a) The preservation plan shall be compatible with the Alaska Historic Preservation Plan.

(b) The preservation plan will be reviewed by the commission annually, and updated every 5-10 years to reflect newly identified cultural resources, changes to local, state, and/or federal laws that affect cultural resources within the borough, and any other relevant information regarding cultural resources within the borough.

(9) review and make recommendations on construction and development projects within the borough that have the potential to adversely affect cultural resources within the MSB;

(a) The commission will work with staff to develop a "high potential map for cultural resources" to be used in development permit reviews. Developments located in areas with high potential will be referred to a



cultural resources professional for a voluntary cultural resource survey. The purpose of developing a high potential map is to ensure that developers of parcels identified as high potential shall receive verbal and written information about this during their pre-development conference.

(10) receive and review nominations for listing borough cultural resources on the National Register of Historic Places from the Alaska State Historic Preservation Office, National Park Service, a tribe, academic institution, or from the borough community; and

(11) review and make recommendations on Certified Local Government grant applications and/or grant applications from the Matanuska-Susitna community.

**4.46.030 COMPOSITION.**

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(A) The commission shall consist of [NINE] seven citizens of the borough who have demonstrated an interest, competence, or knowledge in the historical and cultural foundations of the borough and the state, which includes Alaska Native traditional knowledge bearers who are members of federally-recognized tribes within the borough. To the extent available in the borough, the mayor shall appoint [PROFESSIONAL MEMBERS FROM] , subject to confirmation by the assembly, citizens with professional expertise in the disciplines of architecture, history, architectural history, planning, archaeology, or other historic preservation related disciplines, such as urban planning, American studies, American civilization, cultural geography, or cultural anthropology.

**4.46.035 MEETINGS.**

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The commission shall meet at least quarterly, or as requested by the administration, Historical Preservation Commission chair, or assembly.

4.46.040 TERM OF MEMBERS.

(A) Irrespective of the limits specified in MSB 4.05.040, a board member may serve more than two consecutive three-year terms.

4.46.050 COMPENSATION.

Commission members shall be reimbursed for mileage incurred in connection with meetings of the board in the same manner as borough employees are compensated for mileage expenses upon presentation of supporting documentation satisfactory to the appropriate director.

4.46.060 Definitions.

Within this section, the following definitions are used:

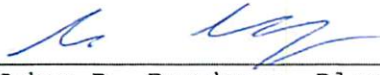
- "Cultural Resources" includes, but is not limited to, historic buildings, archaeological sites, important landmarks, historic objects, traditional use areas, cultural landscapes, structures, and historic districts.
- "Adverse affect" means any change to the qualities or characteristics of a cultural resource that may diminish its ability to convey its historic or cultural importance. Examples of adverse effects may include the demolition, relocation, or alteration of historic buildings or structures, the destruction of archaeological or cultural sites, or the introduction of intrusive elements into a historic district.

ADOPTED by the Matanuska-Susitna Borough Historical  
Preservation Commission this 5th day of December, 2019.



Fran Seager-Boss, Chair

ATTEST:



Adam R. Bradway, Planner II

**MATANUSKA-SUSITNA BOROUGH  
HISTORICAL PRESERVATION COMMISSION  
RESOLUTION SERIAL NO. 20-04**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH HISTORICAL PRESERVATION COMMISSION RECOMENDING AMENDMENTS TO HISTORICAL PRESERVATION COMMISSION RESOLUTION 19-01.

WHEREAS, on January 3, 2017 the Matanuska-Susitna Borough Assembly directed the offices of the Manager, Clerk, and Planning to bring forward draft ordinance what would make changes to the tasks, duties, make-up, and meeting frequency of boards and commissions; and

WHEREAS, these changes are to clarify responsibilities and expectations to make the boards function more efficiently and further the goals of the Assembly; and

WHEREAS, planning staff has asked for the input of the Historic Preservation Commission in the drafting of this ordinance; and

WHEREAS, the Commission passed HPC Resolution 19-01, recommending amendments to their code, MSB 4.46, on December 5, 2019; and

WHEREAS, after review of HPC resolution 19-01 Staff asked the Commission to amend the language proposed for paragraph 4.46(A)(9).

NOW, THEREFORE, BE IT RESOLVED that the Matanuska-Susitna Borough Historical Preservation Commission amends HPC Resolution


19-01, proposed paragraph 4.46(A)(9), as follows:

~~(9) review and make recommendations on construction and development projects within the borough that have the potential to adversely affect cultural resources within the MSB;~~

~~(a) The commission will work with staff to develop a "high potential map for cultural resources" to be used in development permit reviews. Developments located in areas with high potential will be referred to a cultural resources professional for a voluntary cultural resource survey. The purpose of developing a high potential map is to ensure that developers of parcels identified as high potential shall receive verbal and written information about this during their pre-development conference.~~

(9) review and make recommendations to the Borough Assembly about local projects that might affect properties identified in the historic preservation plan;

ADOPTED by the Matanuska-Susitna Borough Historical Preservation Commission this 22nd day of October, 2019.

  
\_\_\_\_\_  
Jake Anders, Chair

ATTEST:

  
\_\_\_\_\_  
Adam R. Bradway, Planner II

CODE ORDINANCE

Sponsored by:  
Introduced:  
Public Hearing:  
Action:

**MATANUSKA-SUSITNA BOROUGH  
ORDINANCE SERIAL NO. 22-015**

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMENDING  
MSB 4.46, HISTORICAL PRESERVATION COMMISSION.

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BE IT ENACTED:

Section 1. Classification. This ordinance is of a general and permanent nature and shall become a part of the Borough Code.

Section 2. Amendment of chapter. MSB 4.46 is hereby amended to read as follows:

Section

4.46.010 [ESTABLISHED] **Establishment and Purpose**

4.46.020 Functions

4.46.030 Composition

**4.46.035 Meetings**

4.46.040 Term of members

4.46.050 Compensation

**4.46.060 Definitions**

4.46.010 [ESTABLISHED] **ESTABLISHMENT AND PURPOSE.**

[THERE IS] **(A) In order to comply with the Certified Local Government Program of the National Historic Preservation Act, the Matanuska-Susitna Borough has established a Historical Preservation Commission. The**

purpose of the commission is to encourage, participate, and coordinate historic preservation activities within the borough, to provide local government involvement in regional and state-wide historic preservation efforts, and to advise and report to the Assembly as outlined in the functions listed below.

4.46.020 FUNCTIONS.

(A) The commission shall:

(1) advise the Assembly in [THE IDENTIFICATION OF BUILDINGS, SITES AND LANDMARKS, AND WRITINGS AND OBJECTS] identifying, protecting, preserving and interpreting cultural resources within the borough that are of archaeological, historical, cultural, scientific, or geographic importance;

(2) develop and maintain an inventory of [LANDMARKS, HISTORICAL BUILDINGS AND SITES, AND WRITINGS AND OBJECTS] cultural resources within the borough;

(3) [ADVISE THE PLANNING COMMISSION ON PLANNING IN CONNECTION WITH HISTORIC PRESERVATION;]

(4) [ADVISE THE BOROUGH AND PRIVATE PROPERTY OWNERS ON RESTORATION AND MAINTENANCE OF HISTORICAL BUILDINGS, SITES AND LANDMARKS, AND WRITINGS AND OBJECTS;]

(5) [COORDINATE, ASSIST AND AID IN THE PLANNING OF HISTORICAL PRESERVATION AND RESTORATION PROJECTS IN THE BOROUGH;]

(6) [RECOMMEND TO THE ASSEMBLY BUILDINGS, SITES AND LANDMARKS AND WRITINGS AND OBJECTS OF HISTORICAL, CULTURAL OR GEOGRAPHIC SIGNIFICANCE IN THE BOROUGH ELIGIBLE FOR LISTING ON THE NATIONAL REGISTER OF HISTORIC PLACES BY THE UNITED STATES OR STATE GOVERNMENTS, AND SEEK APPROVAL FROM CITY COUNCILS ON RECOMMENDATIONS REGARDING HISTORIC PLACES WITHIN CITIES; AND]

(7) [RECOMMEND TO THE ASSEMBLY HISTORICAL PRESERVATION AND RESTORATION PROGRAMS AND SITE IMPROVEMENTS TO BE IMPLEMENTED BY OR SUPPORTED BY THE BOROUGH.]

(8) recommend to the Assembly a local Historic Preservation Plan providing for the identification, protection, management, and interpretation of cultural resources within the borough;

(a) The preservation plan shall be compatible with the Alaska Historic Preservation Plan.

(b) The preservation plan will be reviewed by the commission annually and updated every 5-10 years to



reflect: newly identified cultural resources; changes to local, state, and/or federal laws that affect cultural resources within the borough; and any other relevant information regarding cultural resources within the borough.

(9) review and make recommendations to the Assembly regarding local projects that might affect properties identified in the historic preservation plan;

10) receive, review, and recommend to the Assembly nominations for listing borough cultural resources on the National Register of Historic Places;

and

(11) review and recommend Certified Local Government grant applications and/or grant applications from the Matanuska-Susitna community.

4.46.030 COMPOSITION.

(A) The commission shall consist of [NINE] seven citizens of the borough who have demonstrated an interest, competence, or knowledge in the historical and cultural foundations of the borough and the state, which includes Alaska Native traditional knowledge bearers who are members of federally-recognized tribes within the borough. To the extent available in the borough, the

mayor shall appoint [PROFESSIONAL MEMBERS FROM], subject to confirmation by the assembly, citizens with professional expertise in the disciplines of architecture, history, architectural history, planning, archaeology, or other historic preservation-related disciplines, such as urban planning, American studies, American civilization, cultural geography, or cultural anthropology.

**4.46.035 MEETINGS**

**(A) The commission shall meet quarterly or as requested by the administration, assembly, or commission chairperson.**

**4.46.040 TERM OF MEMBERS.**

(A) Irrespective of the limits specified in MSB 4.05.040, a board member may serve more than two consecutive three-year terms.

**4.46.050 COMPENSATION.**

**(A)** Commission members shall be reimbursed for mileage incurred in connection with meetings of the board in the same manner as borough employees are compensated for mileage expenses upon presentation of supporting documentation satisfactory to the appropriate director.

4.46.060 Definitions.

(A) Within this section, the following definitions are used:

- "Cultural Resources" includes, but is not limited to, historic buildings, archaeological sites, important landmarks, historical objects, traditional use areas, cultural landscapes, structures, and historic districts.

- "Adverse effect" means any change to the qualities or characteristics of a cultural resource that may diminish its ability to convey its historical or cultural importance. Examples of adverse effects may include the demolition, relocation, or alteration of historic buildings or structures, the destruction of archaeological or cultural sites, or the introduction of intrusive elements into a historic district.

Section 3. Effective date. This ordinance shall take effect upon adoption.

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2022.

EDNA DeVRIES, Borough Mayor

ATTEST:

LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

I MOVE to amend Ordinance 22-015 as follows:

- 4.46.020(A)(1), replace the words “protecting, preserving and interpreting cultural” with the word “historic;”
- 4.46.020(A)(1), strike the words “cultural, scientific;”
- 4.46.020(A)(2), strike the word “cultural” and replace it with “historic;”
- 4.46.020(A)(8), strike the words “protection, management, and interpretation of cultural” and replace it with “of historic;”
- 4.46.020(A)(8)(b), strike the words “every 5-10 years” and replace it with “not more often than every 10 years;”
- 4.46.020(A)(9), strike in its entirety;
- 4.46.030(A), strike the words “who have demonstrated an interest, competence, or knowledge in the historical and cultural foundation of the borough and state, which includes Alaska Native traditional knowledge bearers who are members of federally-recognized tribes within the Borough. To the extent available in the borough;”
- 4.46.030(A), strike the words “citizens with professional expertise in the disciplines of architecture, history, architectural history, planning, archaeology, or other historic preservation-related disciplines, such as urban planning, American studies, American civilization, cultural geography, or cultural anthropology” and replace it with “one member each to represent professional experience in planning, American history, residential construction, mining, logging, oil and gas, road construction.” and
- replace the word “cultural” with “historic” where the above amendments have not captured.

I. **CALL TO ORDER - ROLL CALL – QUORUM ESTABLISHED.**

The regular meeting of the Matanuska-Susitna Borough Historical Preservation Commission was called to order at 6:00 on Thursday, April 22, 2021, by teleconference via Microsoft Teams (1-907-290-7880).

Historical Preservation Commissioners present and establishing a quorum:

Deborah Burlinski

Andrew Schweisthal

Jake Anders

Fran Seager-Boss

Kevin Toothaker

Angela Wade

Staff and Agency Representatives in attendance:

Adam Bradway, Staff

II. **APPROVAL OF AGENDA**

**MOTION:** Jake Anders moved to approve the agenda with the addition of “Historical Society/Museum Updates” after agenda item VII. Andrew Schweisthal seconded.

**DISCUSSION:** None.

**VOTE:** Motion passed unanimously.

III. **LAND ACKNOWLEDGMENT**

IV. **PLEDGE OF ALLEGIANCE**

V. **APPROVAL OF MINUTES**

**MOTION:** Deborah Burlinski moved to table the approval of the January 21, 2021 minutes to the next regular meeting. Jake Anders seconded.

**DISCUSSION:** Table in order to gather meeting notes from commissioners on brainstorming session from January 21 meeting.

**VOTE:** Motion passed unanimously.

VI. **AUDIENCE PARTICIPATION**

VII. **HISTORICAL SOCIETY/MUSEUM UPDATES**

- Talkeetna Historical Society – spoke about their intent to stabilize and rehabilitate the museum building, they also briefly mentioned some of the HPC meeting agenda items including the gravel pit and clg grants.
- Wasilla Museum – discussed the COVID protocols they have been operating under the past year and their efforts to reopen and rehab their building. They discussed joint exhibits with local tribes.
- Willow Historical & Wildlife Foundation – included information regarding the rehabilitation of the Old Willow Community Center, a National Register Building being renovated by the Mat-Su Borough. The asked for HPC support in maintaining the historic character of the building.
  - **MOTION:** Deborah Burlinski moved to have the Chair draft a letter in support of maintaining the historic character of the Old Willow Community Center with a resolution to follow. Fran Seager-Boss seconded.
  - **DISCUSSION:** Discussion related to the most expedited way to support the Willow Historical & Wildlife Foundation. First the Chair could draft a letter of her own accord, followed by a resolution approved by the board as a whole.
  - **VOTE:** Motion passed unanimously.

VIII. **REPORTS:STAFF/CORRESPONDENCE**

Adam Bradway: Gave a presentation about the Historic Preservation Plan explaining the contract with True North Sustainable Development Solutions, a brief review of the HPC Work Plan, and an opportunity for preservation education.

IX. **UNFINISHED BUSINESS**

A. Talkeetna Gravel Pit Discussion

**MOTION:** Deborah Burlinski moved to draft a resolution to the Assembly in support of historic preservation, with a emphasis on the need for preservation staff at the Borough and with specific reference to the issues surrounding the Talkeetna gravel pit. Fran Seager-Boss seconded.

**DISCUSSION:** Discussion related to the Talkeetna gravel pit and the section 106 process. Talkeetna Historical Society gave background. Jake Anders explained why the section 106 process may have gone awry and why he hadn't drafted a letter since the last meeting.

**VOTE:** Motion passed unanimously.

X. **NEW BUSINESS**

A. Section 106 – Palmer Airport

**DISCUSSION:** Discussion related to the section 106 process. Staff asked for any information on historic resources in the area.

B. Future OHA Grant Opportunities

**DISCUSSION:** Discussion related to pre-writing HPC resolutions in anticipation of grant opportunities. Also discussed possible grants for the Borough including community CLG grants for Talkeetna and possibly other historical organizations.

**MOTION:** Jake Anders moved to extend the meeting no later than 8:10 P.M. Kevin Toothaker seconded.

**DISCUSSION:** None.

**VOTE:** Motion passed unanimously

XI. **COMMISSION MEMBER COMMENTS**




XII. **ADJOURNMENT**

**MOTION:** Jake Anders moved to adjourn the meeting at 8:06 P.M Fran Seager-Boss seconded.

**DISCUSSION:** None.

**VOTE:** Motion passed unanimously.

  
\_\_\_\_\_  
Angela Wade, Chair

05/25/2021  
\_\_\_\_\_  
DATED

  
\_\_\_\_\_  
Adam Bradway, Planner II – Staff

5/25/2021  
\_\_\_\_\_  
DATED

# HPC meeting minutes

Recorder = Adam Bradway

Location: Microsoft Teams

Date: 4/22/21

Meeting Times: START= 6:00 END= 8:06

## Attendees:

- Board-
  - Present =
  - Absent =
  - Quorum Present? YES NO
- Staff-Adam Bradway
- VIP's/Speakers-
- Public - see sign in sheet

## Audience Participation (more space for additional comment on last page):

	<u>Person</u>	<u>Topic</u>	<u>Position</u>
1.	<u>Talbot</u>	<u>Building rehab, talbot quarry, Cfg grant opportunities</u>	
2.	<u>Dasilla</u>	<u>Post-Covid ramp up, working with tribes for new exhibits</u>	
3.	<u>Dillon</u>	<u>Dillon Community Center building stage</u>	
4.		<u>Sim Houston + Medelise Goette</u>	
		<u>Asking for support in preserving original building</u>	

1. Agenda Item: Approval of Agenda

Motion: To include "Historical Society/Museum update" after audience participation. and approve the agenda as amended.

Moved By: Jake

Seconded By: Andrew

Amendment 1:

Amendment 2:

Moved:

Second:

Moved:

Second:

Amendment Votes:

Amend1: \_\_\_ For \_\_\_ Against.

Amend2: \_\_\_ For \_\_\_ Against

Amend1: Passes

Fails

Amend2: Passes

Fails

Discussion:

Motion Vote: \_\_\_ For/Ayes \_\_\_ Against/Nayes (\_\_\_\_\_)

Motion Vote RESULT: Passes Fails

2. Agenda Item: Approval of Minutes

Motion: Approve and acknowledge

Moved By: Jde

Seconded By: Deb

Amendment 1:

Amendment 2:

make the be "LPC" specific

Moved:

Second:

Moved:

Second:

Amendment Votes:

Amend1: \_\_\_ For \_\_\_ Against.

Amend2: \_\_\_ For \_\_\_ Against

Amend1: Passes

Fails

Amend2: Passes

Fails

Discussion:

Motion Vote: \_\_\_ For/Ayes \_\_\_ Against/Nayes (\_\_\_\_\_)

Motion Vote RESULT: Passes Fails

3. Agenda Item: Minutes

Motion: Table minutes to Next meeting

Moved By: Deb

Seconded By: Joe

Amendment 1:

Amendment 2:

Moved:

Second:

Moved:

Second:

Amendment Votes:

Amend1: \_\_\_ For \_\_\_ Against.

Amend2: \_\_\_ For \_\_\_ Against

Amend1: Passes

Fails

Amend2: Passes

Fails

Discussion:

Motion Vote: \_\_\_ For/Ayes \_\_\_ Against/Nayes (\_\_\_\_\_)

Motion Vote RESULT: Passes Fails

4. Agenda Item: \_\_\_\_\_

Motion: ~~Joe and Fran draft a resolution to the Assembly in support~~ Chair draft a letter in support of the historic

Moved By: Deb

Seconded By: Fran

Character of the Building.

Amendment 1:

Amendment 2:

Moved:

Second:

Moved:

Second:

Amendment Votes:

Amend1: \_\_\_ For \_\_\_ Against.

Amend2: \_\_\_ For \_\_\_ Against

Amend1: Passes

Fails

Amend2: Passes

Fails

Discussion:

Motion Vote: \_\_\_ For/Ayes \_\_\_ Against/Nayes (\_\_\_\_\_)

Motion Vote RESULT: Passes Fails

5. Agenda Item: Talkeetna Pit

Motion: Resolution to the Assembly in support of historic preservation, specifically in relation to the Talkeetna gravel

Moved By: Deb

Seconded By: Fran P.T.

Amendment 1:

Amendment 2:

Moved:

Second:

Moved:

Second:

Amendment Votes:

Amend1: \_\_\_ For \_\_\_ Against.

Amend2: \_\_\_ For \_\_\_ Against

Amend1: Passes

Fails

Amend2: Passes

Fails

Discussion:

Joe

Motion Vote: \_\_\_ For/Ayes \_\_\_ Against/Nayes (\_\_\_\_\_)

Motion Vote RESULT: Passes Fails

6. Agenda Item: \_\_\_\_\_

Motion: Silo extension

Moved By: Joe

Seconded By: Kevin

Amendment 1:

Amendment 2:

Moved:

Second:

Moved:

Second:

Amendment Votes:

Amend1: \_\_\_ For \_\_\_ Against.

Amend2: \_\_\_ For \_\_\_ Against

Amend1: Passes

Fails

Amend2: Passes

Fails

Discussion:

Motion Vote: \_\_\_ For/Ayes \_\_\_ Against/Nayes (\_\_\_\_\_)

Motion Vote RESULT: Passes Fails

7. Agenda Item: \_\_\_\_\_

Motion: Schedule a special meeting May 26.

Moved By: Joe

Seconded By: Fran

Amendment1:

Amendment2:

Moved:

Second:

Moved:

Second:

Amendment Votes:

Amend1: \_\_\_ For

\_\_\_ Against.

Amend2: \_\_\_ For

\_\_\_ Against

Amend1: Passes

Fails

Amend2: Passes

Fails

Discussion:

Motion Vote: \_\_\_ For/Ayes \_\_\_ Against/Nayes ( \_\_\_\_\_ )

Motion Vote RESULT: Passes Fails

8. Agenda Item: \_\_\_\_\_

Motion: Adjourn

Moved By: Fran

Seconded By: Joe

Amendment1:

Amendment2:

Moved:

Second:

Moved:

Second:

Amendment Votes:

Amend1: \_\_\_ For

\_\_\_ Against.

Amend2: \_\_\_ For

\_\_\_ Against

Amend1: Passes

Fails

Amend2: Passes

Fails

Discussion:

Motion Vote: \_\_\_ For/Ayes \_\_\_ Against/Nayes ( \_\_\_\_\_ )

Motion Vote RESULT: Passes Fails

**MATANUSKA-SUSITNA BOROUGH  
CERTIFICATE OF APPRECIATION**

AWARDED TO

**Eileen Haines**

**For excellence in public service by serving as a member of the  
Historical Preservation Commission**

Dated this 17th day of January, 2022

*Loonie R. McKechnie*

Loonie R. McKechnie, CMC  
Borough Clerk

*Edna DeVries*

Edna DeVries  
Borough Mayor

**MATANUSKA-SUSITNA BOROUGH  
HISTORICAL PRESERVATION COMMISSION  
RESOLUTION SERIAL NO. 22-01**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH HISTORICAL PRESERVATION COMMISSION RECOGNIZING THE SERVICE OF EILEEN HAINES.

WHEREAS, Eileen Haines served on the Matanuska-Susitna Borough Historical Preservation Commission from 2016 to 2021; and

WHEREAS, Eileen Haines was a reliable member of the Commission and dedicated to preserving the Borough's history; and

WHEREAS, Eileen Haines made the long, and often treacherous drive from Glacier View, AK to Palmer, AK in order to attend meetings and serve her community; and

WHEREAS, Eileen Haines brought thoughtful discussion and insightful stories to discussions; and

WHEREAS, sought through her work on the Commission to improve the quality of life of Borough residents; and

WHEREAS, HPC members enjoyed serving with Eileen Haines and wish her well.

NOW, THEREFORE, BE IT RESOLVED that the Matanuska-Susitna Borough Historical Preservation Commission recognizes the service of Eileen Haines.



ADOPTED by the Matanuska-Susitna Borough Historical Preservation Commission this 30th day of September, 2021.

\_\_\_\_\_  
Chair

ATTEST:

\_\_\_\_\_  
Adam Bradway, Planner II

DRAFT