

**MATANUSKA-SUSITNA BOROUGH  
ROAD SERVICE AREA TASK FORCE MEETING**

**Minutes 11/08/2022**

**I. CALL TO ORDER**

The meeting of the Matanuska-Susitna Borough Road Service Area (RSA) Task Force was called to order at 2:02 p.m. by Gary Foster for the purpose of conducting the meeting.

**II. ROLL CALL**

Board members present and establishing a quorum were:

**VOTING MEMBERS:**

Gary Foster – Chairperson  
Darren Zimmer – Vice Chairperson  
Jashua Leatham – Member  
Jill Parson – Member  
Ken Walch – Member  
Vacant – Alternate 1  
Vacant – Alternate 2

**MSB Staff:**

George Hays – Deputy Manager  
Cheyenne Heindel – Finance Director  
Russ Krafft – Purchasing Director  
Tom Adams, PE – Public Works Director  
Don Thomas – O&M Manager  
Tiffany Richards – Administration

**Voting Members Absent:**

**MSB Staff Absent:**

**III. APPROVAL OF AGENDA**

GENERAL CONSENT: Agenda approved.

**IV. PLEDGE OF ALLEGIANCE**

**V. APPROVAL OF MINUTES**

GENERAL CONSENT: Minutes approved.

**VI. CONTACT DISCLOSURE**

Task Force members disclosed to the group any conversations they had about Task Force topics with other members, the public, or MSB staff.

**VII. PROCESS AND STRUCTURE**

Committees are assigned and descriptive legislative language included as follows:

**Committee 1 - Alternate Contract / Scalability (shall consider):**

- A) the adoption and implementation of an alternate contract structure in Big Lake Service Area No. 21 to include, but not limited to, a time and material structure; (and)*
- B) the scalability or applicability of such a method to other road service areas;*

Jashua Leatham  
Gary Foster

**Committee 2 - Brush Cutting (shall consider):**

- C) areawide brush cutting; and*

Gary Foster  
Jill Parson

**Committee 3 – Substandard (shall consider):**

- D) processes to address substandard roads Boroughwide.*

Darren Zimmer  
Gary Foster

**Committee 4 - Alternate Specifications (may consider):**

- A) how to address the issue of currently maintained roads in RSA 21 which become impassable or have major deficiencies preventing safe public access , to include whether modifications of the existing maintenance specifications are warranted or options for advancing capital improvements;*

Gary Foster  
Jill Parson / Ken Walch

**VIII. ITEMS OF BUSINESS**

**A. Review and Discuss the Draft Report to the Assembly version 5.5**

The group reviewed and suggested edits to version 5.5

MOTION – To accept version 5.5 with approved edits, this new accepted version will be 6.0  
MOTION SECONDED.

**B. Future Agenda Items**

Discussion of the Draft Report to the Assembly Version 6.0

**IX. AUDIENCE PARTICIPATION**

No audience participation.

**X. TASK FORCE MEMBER AND STAFF COMMENTS**

**Action Items:**

- Jill Parsons will prepare the acknowledgment summary and email it to Tiffany.
- Tiffany will update the Draft Report 5.5 with approved edits to make it version 6.0 and email to the group for review ahead of the next meeting.
- Next meeting: Tuesday, November 15, 2022, 2:00 - 4:00pm Station 7-3, Wasilla

**XI. ADJOURNMENT**

Meeting adjourned at 4:00 pm

11/08/2022 Minutes approved on

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Gary Foster, Chair