

**MATANUSKA-SUSITNA BOROUGH**  
**Historical Preservation Commission Agenda**

Edna DeVries, Mayor

Andrew Schweisthal  
Kevin Toothaker  
Bert Verrall  
Fran Seager-Boss  
Janet Kincaid  
Angela Wade  
Vivian Smith

Gerrit Verbeek – Staff



Michael Brown, Borough Manager

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

**May 9, 2024**  
**REGULAR MEETING**  
**Willow Museum, 23612 Willow Community Center Cir**  
6:00 p.m.

Ways to participate in the Historical Preservation Commission meetings:

**TELEPHONIC TESTIMONY:**

**Join on your computer or mobile app**

Meeting ID: 282 375 709 496

Passcode: qkkXZt

[Download Teams](#) | [Join on the web](#)

**Or call in (audio only)**

[+1 907-290-7880,,669977048#](#) United States, Anchorage

[\(844\) 643-2217,,669977048#](#) United States (Toll-free)

Phone Conference ID: 669 977 048#

- 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. PLACEHOLDER – OPENING CEREMONIES

V. APPROVAL OF MINUTES

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

- VII. HISTORICAL SOCIETY/MUSEUM UPDATES
- VIII. STAFF/AGENCY REPORTS & PRESENTATIONS
  - A. Historic Preservation Plan Phase II Update
- IX. NEW BUSINESS
  - A. Chair and Vice Chair Elections
  - B. Discussion of Priorities and Agenda Structure for 2024
- X. MEMBER COMMENTS
- XI. NEXT MEETING DATE:
  - A. Next Regular Meeting – May 9<sup>th</sup>, 2024
- XII. 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.**

**MATANUSKA-SUSITNA BOROUGH**  
**Historical Preservation Commission Minutes**

Edna DeVries, Mayor

Andrew Schweisthal  
Kevin Toothaker  
Bert Verrall  
Fran Seager-Boss  
Janet Kincaid  
Angela Wade  
Vivian Smith

Gerrit Verbeek – Staff  
Maria Lewis – Guest



Michael Brown, Borough Manager

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

**February 8, 2024**  
**REGULAR MEETING**  
**Wasilla Museum**  
**6:00 p.m.**

Note: Prior to the beginning of the meeting Bert Verrall informed the HPC that member Janet Kincaid had been injured in a large pile-up accident on the Glenn Highway in January. HPC members attending in-person signed a Get Well card provided by Bert.

**I. CALL TO ORDER**

The former Chairperson, Jake Anders, was not reappointed to the HPC. In the absence of a seated Chair, Bert Verrall offered to serve as Chairperson Pro Tem.

Meeting called to order at 6:06 pm

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

Members Present: Kevin Toothaker  
Bert Verrall  
Fran Seager-Boss  
Angela Wade  
Vivian Smith

Guest: Maria Lewis, OHA

III. APPROVAL OF AGENDA

**Motion:** Kevin Toothaker made a motion to approve the agenda, second Angie Wade

**Vote:** All in favor

IV. *PLACEHOLDER – OPENING CEREMONIES*

V. APPROVAL OF MINUTES

Bert Verrall noted a missing word in Item 10-A in the December 2023 minutes as drafted.

**Motion:** Angie Wade made a motion to approve the December 2023 minutes with the correction, second Vivian Smith.

**Vote:** All in favor

VI. AUDIENCE PARTICIPATION

No guests chose to speak

VII. HISTORICAL SOCIETY/MUSEUM UPDATES

There were no Historical Society/museum updates

VIII. STAFF/AGENCY REPORTS & PRESENTATIONS

A. Historic Preservation Plan Phase II Update

Gerrit Verbeek noted that a first draft of the Historical Themes was circulated to the HPC for feedback on 12/11/23. No feedback from HPC members had been received.

Gerrit noted that DOWL was working on a Legal Framework and the MSB was working on a Demographics section, finalizing goals and objectives, and conducting public outreach.

## IX. NEW BUSINESS

### A. Chair and Vice Chair Elections

No members volunteer to be Chairperson. Kevin Toothaker volunteers to be Vice Chair. Janet Kincaid and Andrew Schweisthal are absent, Angie Wade is attending remotely and the in-person attendees are struggling with a low audio volume.

**Motion:** Bert Verrall moves to table Chairperson elections until the May meeting, second Angie Wade

**Vote:** All in favor

### B. Question-and-Answer Session with Maria Lewis, OHA, Regarding Interpretive Signs Funded by CLG Grants

Maria Lewis answers open questions from HPC members. A CLG grant for interpretive signs is limited to existing National Register-listed sites. Signs may be placed on both private and public property, with responsibilities for upkeep to be decided as part of the scope of the project. Sign text must reference NPS funding.

Kevin Toothaker expresses desire to share more indigenous knowledge. Bert Verrall wonders if the project could be postponed while a National Register nomination is completed for a site related primarily to Dene heritage. Fran estimates the process takes 2 years to submit a National Register application. HPC members discuss the feasibility of switching the grant scope to a National Register nomination. Maria Lewis indicates OHA support for that kind of scope change.

HPC members note that Talkeetna is installing interpretive signs. Fran suggests meeting with the Community Council to develop design guidelines.

### C. Discussion of Priorities and Agenda Structure for 2024

The Stakeholder Survey provided to cultural preservation organizations was included in the packet. HPC members were invited to complete the survey from the perspective of the HPC. Staff would summarize all responses into a representative document.

D. Discussion About Selecting a National Register Nomination Project

HPC members are enthusiastic about pursuing a National Heritage Area. Fran notes that the 2015 application submitted the Matanuska and Susitna Valleys as A Place to Call Home. Bert Verrall wondered if another entity can submit the application and run the program. Fran: maybe, but the application would be a heavy lift for the organization and no staff is provided during the application phase. Once established, NHA's are often administered by non-profits and a portion of federal funding is available for staffing costs. Universities can be involved, and have been elsewhere e.g. in farmland-themed NHAs in Idaho.

X. MEMBER COMMENTS

Fran thanks the Wasilla Museum for hosting, and Maria Lewis for attending.

Bert commits to researching examples of interpretive signs.

Maria suggests that the City of Seward completed an excellent walking tour (with National Heritage Area funding through the Kenai Mountains – Turnagain Arm NHA) and Ketchikan also has great signage.

Fran suggests Wasilla Park and Matanuska Park.

XI. NEXT MEETING DATE:

A. Next Regular Meeting: May 9th, 2024 – 6:00 pm

XII. ADJOURNMENT

Fran Seager-Boss made a motion to adjourn, second Angie Wade. Meeting adjourned at 7:06 pm

\_\_\_\_\_  
Chair (vacant)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Gerrit Verbeek, Planner II

\_\_\_\_\_  
Date

## Historic Preservation Plan Phase II Update

May 2024

- Historical Themes edited and out for final review
- Style guide is created
- Gerrit Verbeek is handing over work and resigning as a Borough Planner, but will volunteer to continue as a stakeholder