

**LOUISE / SUSITNA / TYONE COMMUNITY ASSOCIATION (LSTCA)**

**BOARD MEETING MINUTES**

**Jan 23, 2016, 1100 Hrs**

**Palmer Animal Shelter, Palmer, AK**

The LSTCA met for a regular board meeting at the Palmer Animal Shelter at 11:00 am on January 23, 2016. The meeting started at 11:07 am.

**BOARD MEMBERS PRESENT:**

Jeff Urbanus, President  
Aaron Bunker, Vice-President  
Kerin Fassler, Secretary  
Robert Rolley, Member (telephonically)  
Sharon Clark, Member

**BOARD MEMBERS NOT PRESENT:**

Yvette Delaquito – Treasurer  
Wendy Simpson, Member

**COMMUNITY MEMBERS PRESENT:**

Mike Fassler, EMS Chief  
John Hicks, LSTVFD Chief  
Walt Arthur  
Ted Kinney  
Claire Marie  
Patti Billman  
Uwe Kalenka  
Jim Else  
Ron Braun  
Lori Harris  
Ed Harris

**GUESTS:**

Jim Sykes - District 1 Assembly Member  
Ken Barkley, MatSu Borough Department of Emergency Services  
Sara Jansen – MatSu Borough

**QUORUM:**

A quorum was established by Jeff Urbanus.

### **INTRODUCTION OF GUESTS:**

Jeff Urbanus introduced the board members and special guests.

### **SECRETARY'S REPORT:**

Minutes of the previous meeting of September 5, 2015 were approved by the Board. A memorandum was presented by Kerin Fassler to the Board requesting the notation of minutes approval for several prior meetings that had not been previously identified in subsequent meetings. This memorandum was acknowledged and minutes are annotated as being approved at this time. A copy of the memorandum is attached for the record.

### **TREASURER'S REPORT**

Jeff Urbanus presented the Treasurer's report(s) (copies attached). As of 12/31/2015 there is a total on all accounts and certificates of \$81,733.92. Total disbursements were \$18,754.76 and total deposits of \$347.17 – leaving a current ending balance in checking of \$34,222.68. We have \$8,941.10 in share certificates and a performance bond of \$1,000.00. Our primary share account has a balance of \$38,570.14. There are two Revenue Sharing Grants with funds remaining: 2014 - \$10,731.57; 2015 - \$20,200. Motion made and seconded to approve Treasurer's Report. Motion passed. Copy of Treasurer's Reports attached.

### **COMPREHENSIVE PLAN**

In order to facilitate efficient use of time for the Comprehensive Plan Committee, Sara Jensen presented the completed report to the assembly. Ms Jensen provided overall background of process and presented the draft plan for Committee approval. She indicated that an acknowledgement page was missing and there would also be a map of the area added to complete the Plan for forwarding after Committee approval. A major issue was discussed regarding minimum lot size. This was eliminated from the prior draft entirely by the Comp Plan Committee as it could cause future unwanted governmental oversight that was decidedly not wanted by the community. A sentence addressing this issue was to be added allowing the community to address this specific issue in the future and not limit us to accepting this plan as final in regards to lot sizing. Motion made, seconded, and approved to add language to address this issue. Ms Jensen is to add for us. At this point the committee approval of the plan was made. Motion to approve and send it forward with corrections was made, seconded, and approved.

### **UNFINISHED BUSINESS**

- **Satellite Phone Update** – John Hicks now has the sat phones. John Hicks, Mike Garvey, and Wayne Simmons will each have one and if one is going to be outside for a length of time another person will be solicited to monitor. We will activate from May through October all three phones and only John Hick's will be activitated during the winter months. Ken Barkley indicated the Borough will provide an additional phone and the cost for it for six months. His offer was gratefully accepted.
- **Channel Committee** – Joe Stam presented two projects to the Committee relating to safety at the channel. One is to repair/replace existing signage. Estimated cost of \$4,000. Motion made,



seconded, and approved to move on this project. Second project is for Causeway Improvement. This project created a lengthy discussion of all the issues relating to the hazards at the channel to include who is responsible to fix these issues. At this time funding would have to be obtained to complete most, if not all, of the work. A motion was made, seconded, and approved to have an engineer review the proposal and the site to provide expertise on the situation. (Both proposals attached.)

- **Fiber Optic Service** – This is still an open issue for most of the community; however, communication at the Public Safety Building has been improved and we have better cell service there now. No long term solution has been put in place yet.


### NEW BUSINESS

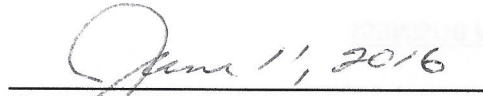
- **Fire Truck** – A major setback has been identified regarding the ownership of the fire truck. The DMV indicates that the fire truck is in the name of the Lake Louise Community Fire Department, Inc., which is the OLD fire department not the current fire department. Because of this we cannot give this truck to any other entity as we do not have legal access to it. After much heated discussion about the truck, it was decided that this is not worth the effort, time, and expense to try and get it back so we can give it away. However, the monies earned that were paid prior to this time for the fire support we provided with this truck are another matter. It was motioned, seconded, and approved to have an attorney write a letter to Mr. Matthews to have him relinquish the funds earned to the LSTCA as they belong to the community and not the old fire department.
- **Complaints of Vehicles Driving on Groomed Trails** – Recently there have been numerous occasions of persons driving on groomed trails with vehicles. Groomed trails are for snowmachines. The “offenders” have been identified as a specific group of non-residents and they are taking on a self-police attitude to keep members off the trails. It was decided that we did not need to put up signs.
- **EMS Update** – Mike Fassler informed the group that the grant for a new vehicle was approved and we will be getting a new ambulance to replace our old one. He addressed John Hick’s training classes and indicated that he and John will be coming up with rescue plan/procedures for the community. The MatSu Borough Water Rescue Team would like to show ice rescue at our next meeting. In all probability it will be held at the Channel.
- **Membership** – Membership report attached. The membership currently is extremely low but we are hoping that the new webpage will assist us in soliciting renewals and better tracking of owners.
- **Jim Sykes** –
  - Reported our building has been approved for fix. He indicated an estimate to fix is in progress and the request is going forward for funding. (\$700K-\$750K).
  - Funding overall in the MatSu Borough is not what it used to be in the past. Health, safety, and cost beneficial items will be funded first this year.
  - We still have free trash pickup – we are the only ones who do.
  - Glad to attend meetings and congratulations on our comp plan.
- **Webpage** – Jeff Urbanus followed up from last meeting with a draft demonstration of a new webpage for the LSTCA. This webpage will allow for distribution of a directory, payment of dues, disbursal of newsletters, and display of minutes and announcements pertinent to the area. He gave a cost breakdown and showed how easy it will be to manipulate. Positive reaction by the

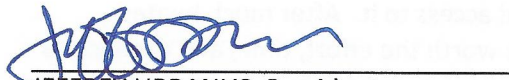
attendees with a notation that some people want hard copy newsletters was made. Motion made, seconded, and approved to moved ahead and finish this project.

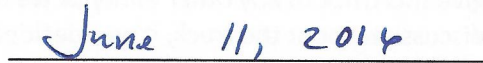
- **Solicitation for New Board Members** – Sharon Clark noted that there are three seats opening up on the Board this next July. Please consider becoming a member of the community board.
- **Next meeting dates** – April 9, 2016, 1100 hrs, Matthews Public Safety Building and July 16 at 11:00 with location TBD.
- Motioned made and seconded to adjourn. Motion passed. Meeting adjourned at 14:00 pm.

Respectfully submitted,

  
\_\_\_\_\_  
KERIN FASSLER, Secretary

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
JEFFREY URBANUS, President

  
\_\_\_\_\_  
Date

Attachments:

Agenda

Attendee List

Minutes of 5 Sep 2015 Meeting

Secretary's Memo to Board

Treasurer's Report

Channel Safety Project Proposal

Causeway Improvement Proposal



**Louise Sustina Tyone Community Association**  
**HC01 1678; Glennallen, AK 99588**  
**llcnpc@gmail.com**

**Board Meeting, January 23, 2016 – MatSu Animal Care Center**  
**11:00 am - Call to Order**

**Agenda**

11:00 AM: Call to Order

Introduction of Board Members

Pledge of Allegiance

Establish Quorum

Introduction of Guests:

- Sara Jensen, MatSu Borough/LST Comp Plan Planning Team
- Jim Sykes, MatSu Assembly Representative
- Joe Stam

Secretary's Report – Summary of Minutes of 09/05/15 Annual Meeting

Treasurer's Report

Unfinished Business

- Satellite Phone Purchase for Fire Department
- Update on Signs for Channel
- Causeway Project
- Fiber Optic Service

New Business:

- Louise Susitna Tyone Lakes Comprehensive Plan
- New Webpage
- Newsletter
- Complaints of Vehicles Driving on Groomed Trails
- Next Meeting Dates

Persons to be Heard

Adjourn

" Serving the Louise/Susitna/Tyone Lakes Community."

January 17, 2016  
Treasurer Report

**Account balances verified through Matanuska Valley Federal Credit Union on 12/31/15**  
**Share Draft Account – 77**

Check #	Date	Payee	Purpose	Amount
412	09/05/15	Kerin Fassler	Office Supplies	\$43.75
413	09/08/15	State of Alaska	Fire Equipment (Fire Dept.)	\$2,796.36
414	09/11/15	Steve Chmielowski	Road Grading Community Roads	\$200.00
415	10/05/15	Apollo MT	Door Prize – Annual Meeting	\$125.00
416	09/30/15	Copper Valley Telecom	Weather Station	\$120.95
417	10/12/15	Copper Valley Telecom	Weather Station	\$120.41
418	11/05/15	James M Carson	MSB – Snow Removal	\$100.00
419	12/07/15	Copper Valley Telecom	Weather Station (2 months)	\$240.82
420	12/18/15	Greatland Welding	LL Snowmachine Club Groomer	\$15,000.00
421	12/28/15	Yvette Delaquito	Office Supplies	\$7.47

**Total Checks:           \$18,754.76**

**Deposits as of 12/31/2015**

08/31/15	\$1.71	Dividend Deposit
09/02/15	\$319.50	
09/02/15	\$5.00	
09/24/15	\$15.00	
09/30/15	\$1.58	Dividend Deposit
10/31/15	\$1.50	Dividend Deposit
11/30/15	\$1.42	Dividend Deposit
12/31/15	\$1.46	Dividend Deposit

**Total Deposits:           \$347.17**

**Current Ending Balance as of 12/31/15:       \$34,222.68**

Primary Share Account – 99      Current Balance as of 12/31/15                       **\$38,570.14**

Share Certificate 30   \$6,314.00

Share Certificate 31   \$2,627.10

**Total on Share Certs:   \$8,941.10**

Performance Bond – CD - \$1000.00

**Total on all accounts and certificates as of 12/31/15: \$81,733.92**

January 17, 2016

Grant Summary:

**2013 Revenue Sharing Grant Scope - Exhausted**

- Transportation and outfitting of the new Fire Rescue Boat
- Large Fire Extinguishers to protect the public at the 5 area businesses
- Maintenance grading of the area service roads
- Insurance as required for the Community, Volunteer Fire Department and the Fire Rescue Boat
- Repair the Public Wind Sock and Mast at the Army Point Campground
- AED purchases for EMS
- Causeway Improvements
- Administrative costs to include attorney fees to change name, engineering fees for causeway improvements at the end of Lake Louise Road, and rewrite the association bylaws.
- Snow Groomer purchase for our community trails

**Remaining Balance of Funds**

\$0.00

**2014 Revenue Sharing Grant Scope**

- Administrative costs to include attorney fees to change name, and rewrite bylaws
- Dumpster Improvements
- Repair boat ramp at the causeway at the end of the Lake Louise Road (public launch)
- Channel safety improvements between Lake Louise and Susitna Lake which would include more signage
- Water quality monitoring.
- Snow groomer purchase for grooming our community lake system and trails
- Causeway improvements at the end of Lake Louise Road for parking and boat launch
- Administrative costs to include attorney fees to change name, engineering fees for causeway improvements at the end of Lake Louise Road, and rewrite the association bylaws.
- Purchase of satellite phones for emergency response communication

**Remaining Balance of Funds**

\$10,731.57

**2015 Revenue Sharing Grant Scope**

- Causeway improvements
- Insurance as required for the Community, Volunteer Fire Department, and the Fire Rescue Boat
- Lake Louise Snowmachine Club – groomer purchase
- Dumpster improvements (gravel)
- Administrative costs to accomplish Community Association business

**Remaining Balance of Funds**

\$20,200.00

## LSTCA Project Proposal

### Causeway Improvement

#### Background:

When the water levels on the lake system are low the causeway boat ramp is not long enough to allow the safe and efficient launching of boats. The parking lot is too small to accommodate the number of vehicles that show up on busy summer weekends. There is not a good boat launch for Dinty Lake property owners to use.

#### Proposal:

1. Extend the current concrete boat launch 15 feet; (phase 1)
2. Improve and enlarge the current parking area; (phase 2)
3. Develop a gravel boat launch for Dinty Lake; (phase 2)
4. Provide appropriate signage. (phase 2)

#### Estimated Costs Phase 1 - \$30.8:

1. Civil Engineer & Project Manager - \$5.0
2. Extend concrete boat launch ramp - \$20.0
3. Permitting costs - \$3.0
4. 10% Misc Costs - \$2.8

#### Estimated Costs Phase 2 - \$42.0:

- 1 Civil Engineer & Project Manager - \$7.5
- 2 Permitting Costs - \$3.0
- 3 Dirt work - \$15.0
- 4 Gravel - \$10.0
- 5 Signage - \$2.5
- 6 10 % Misc costs - \$4.0

Total estimated costs - \$72.8

#### Summary:

The civil engineer will design the projects, deal with state and federal permitting and interface with the MatSu Borough, the State Department of Natural Resources and the Corp of Engineers. The civil engineer will also act as project manager. It is anticipated that both phases of the project can be completed in calendar 2016 if funding is available.



## **LSTCA Project Proposal**

### **Channel Safety Project**

#### **Background:**

The signs at the channel are old, faded and in some cases unreadable.

#### **Proposal:**

1. Repair and/or replace existing signage.

Estimated Costs - \$4.0:

Total estimated costs - \$4.0

#### **Summary:**

The signs will be removed, refurbished or replaced in calendar 2016.

## MEMBERSHIP REPORT

Jan 23, 2016

Submitted by: Kerin Fassler, Secretary & Membership Chairperson

Based on membership running from July 1 through June 30 of the next year, our membership stands at 41 current members. With a previous high of over 400 a couple of years ago, this is a major drop in membership. We had a lot of people last year who paid early in the year (2015) but those dues only paid through June 30, 2015. Ergo, we have a lot of basically active people who need to pay dues now which would take them through June 30, 2016 (unless, of course, they opted to pay for multiple years.)

This is a somewhat confusing issue, but it was addressed in an earlier meeting and we as a group opted to maintain a July 1 – June 30 yearly calendar. This was considered the best option since our year runs the same. In a nutshell, we really need to push for renewals as many of the people due payment today are members in otherwise good standing who are active and participate in providing for the community.