MATANUSKA SUSITNA BOROUGH
HISTORICAL PRESERVATION COMMISSION

| Eileen Haines – (1) | Andrew Schweisthal – (2) | Angela Wade – (3) | Kevin Toothaker – (4) |
| Jake Anders – (9) |

Staff: Adam Bradway, Planning Division

AGENDA

REGULAR MEETING
DSJ BUILDING-Room 119
350 E. Dahlia Avenue, Palmer AK 99645

January 16, 2020
6:00 - 8:00 PM

I. CALL TO ORDER - ROLL CALL - QUORUM ESTABLISHED – 1 min.

II. APPROVAL OF AGENDA – 1 min.

III. PLEDGE OF ALLEGIANCE – 1 min.

IV. APPROVAL OF MINUTES – 5 min.

V. AUDIENCE INTRODUCTIONS & PARTICIPATION
   (3-minute limit per person at chair’s discretion)

VI. HISTORICAL SOCIETY/MUSEUM UPDATES – 5 min.

VII. REPORTS: STAFF/CORRESPONDENCE – 10 min.

VIII. ITEMS OF BUSINESS

A. OLD BUSINESS

   1. 2020 Chair and Vice-Chair elections

B. NEW BUSINESS

   2. Rebarchek Grant, Resolution of Support
   3. CLG Grant Opportunities 2020

IX. COMMISSION MEMBER COMMENTS – 5 min.

X. ADJOURNMENT
I. CALL TO ORDER - ROLL CALL – QUORUM ESTABLISHED.

The regular meeting of the Matanuska-Susitna Borough Historical Preservation Commission was called to order at 6:23 on Thursday, December 5, 2019, in the Matanuska-Susitna Borough Room 119, 350 E. Dahlia Avenue, Palmer, Alaska.

Historical Preservation Commissioners present and establishing a quorum:

Deborah Burlinski
Andrew Schweisthal
Eileen Haines
Jake Anders
Angela Wade
Fran Seager-Boss (Arrived at 6:40 P.M.)

Staff and Agency Representatives in attendance:

Adam Bradway, Staff
Kim Sollien, Staff

II. APPROVAL OF AGENDA

MOTION: Eileen Haines moved to approve the agenda. Angela Wade seconded.

DISCUSSION: None.

VOTE: Motion passed unanimously.

III. PLEDGE OF ALLEGIANCE
IV. APPROVAL OF MINUTES

MOTION: Andrew Schweisthal made a motion to approve the minutes with corrected spelling of the names Deborah Burlinski and Fran Seager-Boss. Eileen Haines seconded.

DISCUSSION: None.

VOTE: Motion passed unanimously.

V. AUDIENCE INTRODUCTIONS & PARTICIPATION

VI. HISTORICAL SOCIETY/MUSEUM UPDATES

VII. REPORTS: STAFF/CORRESPONDENCE

a) Kim Sollien: Introduced herself as Planning Services Manager.

b) Adam Bradway: Gave a report on staff work and correspondence since October HPC meeting.

VIII. ITEMS OF BUSINESS

MOTION: Jake Anders moved to discuss New Business item, 1. Set meeting schedule for 2020, before Old Business. Eileen Haines seconded.

DISCUSSION: Because potential meeting dates were presented during the staff report, it would be logical to continue the discussion and vote on the topic now, instead of coming back to it later.

VOTE: Motion passed unanimously.

- Set meeting schedule for 2020

  MOTION: Jake Anders moved to adopt a 2020 meeting schedule of the following dates: 1/16, 2/13, 5/14, 9/10, 11/12. Mattings to be held from 6:00-8:00 P.M. Eileen Haines seconded.

  DISCUSSION: None.

  VOTE: Motion passed unanimously.

b) Old Business

  - HPC Code 4.46 Revision
MOTION: Eileen Haines moved to adopt HPC resolution 19-01 as written. Jake Anders seconded.

DISCUSSION: Discussion related to the formatting of the resolution and clarification of what sections had been removed or added.

VOTE: Motion passed unanimously.

c) New Business

• 2020 Chair and Vice-Chair elections

MOTION: Eileen Haines moved to table elections until the January 16th, 2020 meeting. Deborah Burlinski seconded.

DISCUSSION: The January meeting has traditionally been when elections are held. With a January meeting date agreed upon, elections should be held then.

VOTE: Motion passed unanimously.

• High Ridge National Register Nomination

MOTION: Deborah Burlinski moved to adopt HPC resolution 19-02 as written and support the Nomination of the High Ridge property for the National Register of Historic Places. Eileen Haines seconded.

DISCUSSION: Discussion regarding criteria for listings on the National Register and how the High Ridge property meets those criteria.

VOTE: Motion passed unanimously.

• HPC tour of Rebarchek House

MOTION: Eileen Haines moved to create a subcommittee to tour the Rebarchek House. Deborah Burlinski seconded.

MOTION: Deborah Burlinski moved a primary amendment to replace, “create a subcommittee to tour the Rebarchek House” with, “create a subcommittee to tour the Rebarchek House and report back to the HPC on the condition of the property”. Eileen Haines seconded

DISCUSSION: Discussion regarding the number of commissioners able to participate.
VOTE: Primary amendment withdrawn.

VOTE: Motion withdrawn.

MOTION: Deborah Burlinski moved to create a subcommittee to tour the Rebarchek House, which will report back to the HPC at the following meeting regarding their observations at the property. Membership to include, Fran Seager-Boss, Eileen Haines, and Andrew Schweisthal. Andrew Schweisthal seconded

DISCUSSION: Date for the tour to be set by the subcommittee.

VOTE: Motion passed unanimously.

IX. COMMISSION MEMBER COMMENTS

X. ADJOURNMENT

MOTION: Eileen Haines moved to adjourn the meeting at 7:46 P.M Andrew Schweisthal seconded.

DISCUSSION: None.

VOTE: None opposed. Motion passed.

_______________________________________  __________________________________
Fran Seager-Boss, Chair                    DATED

_______________________________________  __________________________________
Adam Bradway, Planner II – Staff          DATED
Staff Report to the HPC for January 5, 2019

1. Update on Historic Preservation Fund grant work for Certified Local Governments
   a. RFP Process
   b. Inventory of past preservation work
   c. Next steps

2. HPC Vacancy Report

3. High Ridge nomination IM to Assembly

4. Code 4.46 Revision

5. APOC 4th Quarter (Lobbying)
MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 20-___

SUBJECT: REPORTING ON THE WORK OF THE HISTORICAL PRESERVATION COMMISSION TO SUPPORT THE HIGH RIDGE NATIONAL REGISTER OF HISTORIC PLACES NOMINATION.

AGENDA OF:
ASSEMBLY ACTION:

MANAGER RECOMMENDATION: For information only.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER:

<table>
<thead>
<tr>
<th>Route To:</th>
<th>Department/Individual</th>
<th>Initials</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Originator</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Planning and Land Use Director</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Borough Attorney</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Borough Clerk</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

ATTACHMENT(S): HPC Resolution 19-02

SUMMARY STATEMENT: On October 17, 2019 the Matanuska-Susitna Borough Historical Preservation Commission received a request from the State of Alaska Office of History and Archaeology to review a nomination for the National Register of Historic Places, located within the Borough. The nomination is for High Ridge, a property associated with Fred and Sara Machetanz. The Commission was tasked with reviewing the nomination materials and making a determination on the eligibility of the property for listing in the register.

The Commission met on December 5, 2019 to discuss and act on the review request. It was determined that this project supports many of the Borough’s historic preservation interests as outlined in MSB 4.46, Historical Preservation Code, and that this project will help protect our area’s cultural resources. The Commission unanimously approved HPC Resolution 19-02, attached, in support of the High Ridge National Register of Historic Places nomination.
Hello!

Did any officials, commissioners or board members meet with any legislators or their staff for **10 hours or more** from October 1, 2019 through December 31, 2019?

If so, I will need your help to report the following:

- number of hours
- when/where
- dollars expensed (copies of receipts required)
- topics of discussions for meetings.

Please respond **no later than January 24, even if you have nothing to report**. Thank you kindly!

Mary Miller  
Executive Assistant to Borough Manager John Moosey  
(907) 861-8557  
Mary.Miller@matsugov.us