

Kendra Zamzow suggested changes

### **Change to Agenda**

I request that we address Resolution numbers 1 and 2 after Staff Report.

*KZ comment- We should re-address these two points, given the information from Legal, before going further with the Ordinance.*

Please add MSB 43.20.340 as a discussion item in the Ordinance as a new Section.

### **Changes to Feb 19 minutes**

*KZ comment- I would suggest that we identify the titles of the sections to be helpful to the public, since the sections of Feb 19<sup>th</sup> were different from sections discussed in previous months. Also we need to be clear that we were adopting language of the sections but not voting on approval of the sections.*

Kendra Zamzow moved to approve the updated format for sections 2-7 for the purposes of discussion. The motion was seconded by Matt LaCroix. Discussion ensued. The motion passed without objection.

Matt LaCroix moved to adopt the definitions as shown in the staff revision section 3 (Definitions). The motion was seconded by Kendra Zamzow. Discussion ensued. The motion passed without objection.

Kendra Zamzow moved to accept the language for section 2 (Amendment of 17.55 Setbacks) as shown in the staff revision.

Matt LaCroix moved to add an exception for liquid petroleum products less than 10 gallons in volume as section 6 D1(A). The motion was seconded by Tim Alley. Kendra moved an amendment to move it to D2. The motion was seconded by Tim Alley. Discussion ensued. The motion passed without objection.

Kendra Zamzow moved to adopt the updated language in section 6 (17.55.016 Water body Setbacks for Pollution Sources) as amended.

Matt LaCroix moved to accept the changes in section 7 (17.55.020 Water body Setbacks for Structures) as shown in the staff revision.

Matt LaCroix moved to accept the proposed changes in section 8 (Amendment of subsection MSB 17.02.010 (A)) as shown in the staff revision.

Carl Brent moved to adopt the changes in section 9 (17.02.020 Land Use Permit for Activities within 75 feet of a Water body) as shown in the staff revision.

Kendra Zamzow moved to adopt the changes in section 11 (17.02.035 Required Standards) as shown in the staff revision.

Kendra Zamzow moved to adopt the changes in section 12 (17.02.050 Additional Required Standards for Specific Circumstances) as shown in the staff revision. The motion was seconded by Carl Brent. Discussion ensued. Matt LaCroix Objects. The motion failed with Tim Alley, Bill Kendig, Carl Brent, and Bill Klebesadel in favor and Matt LaCroix and Kendra Zamzow opposed. Discussion on section 12 is tabled until the next meeting.

## Ordinance Motions

### *Section 3. 17.55.004 Definitions*

- "Impervious surface" means the area of the subject site covered by impenetrable materials, such as asphalt or a roof.

KZ comment- *Addresses public comment (commenters on Feb 5 2025 packet pdf page 102 and 133)*

### *Section 6. 17.55.016 Setbacks for Pollution Sources*

(C) Paved vehicle parking areas shall not be located closer than 25 feet from the ordinary high water mark of any water body.

KZ comment - *Addresses public comment that there should be no paved parking within 25', 45', or 50' (commenters on Feb 5 2025 packet pdf page 62, 112, 133, and 135)*

(D) Paved vehicle parking areas for commercial and industrial facilities shall not be located closer than 25 feet from the ordinary high water mark of any water body.

(1) paved vehicle parking areas within 75 feet of a water body shall demonstrate that the development standards identified in MSB 17.02.035(B) regarding stormwater runoff are met.

(E) Except as provided in subparagraph (1), all liquid hazardous substances,

(F) The following activities are prohibited within 25 feet of the ordinary high water mark of any water body:

(5) The application of fertilizers.

(6) The application of herbicides except as provided in 17.55.016 (E) (6) (a).

(a) Herbicides may be applied to invasive plant species.

KZ comment- *Housekeeping. If new (C) is added then current (D) and (E) need to be changed to (E) and (F)*

### *Section 7. 17.55.020 Water body Setbacks for Structures*

(A) Except as provided in subsection (B) of this section, no structure or footing shall be located closer than 75 feet from the ordinary high water mark of a **water body**. Eaves may project three feet into the required setback area.

(1) Compliance with setbacks for structures adjoining water bodies shall be based upon the location of the structure in relation to the ordinary high water mark at the time it was constructed. Subsequent movement of the ordinary high water mark that reduces the setback distance does not create a violation under this chapter.

(B) Docks, piers, marinas, aircraft hangars, boathouses and water-dependent accessory structures may be located closer than 75 feet of a water body and over the water body, provided they meet all state, federal, and borough regulatory standards and receive a land use permit prior to construction in accordance with MSB 17.02.

(1) Boathouses or aircraft hangars which are exempt from a minimum shoreline setback for structures shall:.....

(2) Duck shacks, fish camp shacks, and other water-dependent accessory structures under 400 square feet shall

(a) not have more than incidental accessory access to a street or driveway; and

(b) not be usable as a permanent habitable structure without significant alteration

(F) Buildings may be located closer than 75 feet to non-anadromous streams less than two feet in width provided they meet all state, federal, and borough regulatory standards and

(1) receive a land use permit prior to construction in accordance with MSB 17.02.

(2) buildings constructed completed between July 3, 1973 and the date of this ordinance receive a land use permit in accordance with MSB 17.02

(F) A permit in accordance with MSB 17.02 is required prior to ground-disturbing activity within 75 feet of the ordinary high water mark of any water body.

KZ comment- *Adding (B) (2) addresses commenter on Feb 5 2025 packet pdf page 131*

KZ comment- *Adding (F) addresses commenter on Feb 5 2025 packet pdf page 80 and recognizes that lakes may be fed by multiple springs and streams, such that a home may be more than 75-feet from a lake but find it difficult to be more than 75-feet from a small stream*

KZ comment- *Adding (F) helps to address the comments of many people who expected to be able to build non-habitable structures within the 75-foot setback based on code that has been in place since 1987*

### **Section 9. 17.02.020 Land Use Permit for Activities within 75 feet of a Water Body**

(A) The land owner or authorized agent shall obtain a land use permit from the Matanuska-Susitna Borough Planning Department prior to the commencement of:

(6) construction or placement of any BUILDING within 75 feet of the **ordinary high water mark** of any [WATERCOURSE OR] water body

(7) **ground disturbing activities within 75 feet of the ordinary high water mark of any water body.**

KZ comment- *This actually re-addresses wording we accepted in section 9, but by keeping “building” or removing (6) altogether we help address the concerns of many commenters. Is there a potential legal issue if people had a reasonable expectation of building a structure (but not a habitable building) in the setback when they bought the property?*

### **Section 11. 17.02.035 Required Standards**

(A) The director may issue a land use permit pursuant to MSB 17.02.020 only upon finding that the development meets the following standards:

(1) the site plan demonstrates compliance with the provisions of MSB 17.55.016;  
(a) notwithstanding the requirements of 17.55.016(E) (1), a land use permit may be issued where no riparian buffer exists or where the property owner proposes to remove the riparian buffer if the requirements of MSB 17.02.050 are met.

(2) the total area of impervious surfaces within 75 feet of a water body shall not exceed 20% of the area within 75 feet of the water body, except that impervious surfaces may exceed 20% if the requirements of MSB 17.02.050(B) are met.

KZ comment- *Housekeeping. There is no longer a 17.02.035 (B) section; it has been replaced by 17.02.050 Additional Required Standards. There is no 17.55.020 (B) (2) section.*

### **Section 12. 17.02.050 Additional Required Standards for Specific Circumstances**

(A) In addition to the site plan requirements identified in MSB 17.02.030, existing structures seeking a land use permit application in accordance with MSB 17.02.035(A) (1) (a) or 17.02.035(A) (3), must submit the following additional information to obtain a land use permit:

KZ comment- *(above) If we decide NOT to recommend to allow homes in the 45-75 foot area of the setback to become legal then we need to remove MSB 17.80.020 (B)(4) from the sentence.*

KZ comment- *(above) There is no 17.02.035(A)(3)(a) anymore so the (a) needs to be removed*

KZ comment- *(below) We should consider people that currently have structures in the 75-foot setback, as allowed by current code, and have pollution mitigation measures in place already.*

(1) existing and proposed drainage patterns to and from the parcel, known drainage problems such as flooding or erosion, and potential pollutant sources from current or proposed land use that may add pollutants to stormwater runoff;

(2) current runoff pollution mitigation measures or plans and specifications for proposed runoff pollution mitigation measures, including for necessary maintenance, with sufficient detail to support an engineering review;

(3) current infiltrative methods or plans and specifications for infiltrative methods shall identify soil type and depth to the seasonal high water table, with a minimum of 2 feet from the bottom of any basin or swale to the seasonal high water table; and

(4) site-specific analyses conducted by a qualified professional identifying the current or proposed runoff pollution mitigation measures.

(B) A land use permit may only be issued upon a finding that the applicant's runoff mitigation measures are sufficient.

(1) Existing runoff pollution mitigation measures have been approved by a qualified professional.

(2) proposed runoff pollution mitigation measures will be designed and installed under the oversight of a qualified professional and will meet the following criteria:.....

(C) an as-built survey shall be submitted showing the location of all pertinent structures and features associated with the development.

(D) a revised stormwater runoff analysis will be required if future development could reasonably result in increased stormwater runoff.

(E) landowners are responsible for maintenance of approved runoff pollution mitigation measures specified in their land use permit under this chapter while the structure permitted under this subsection remains within 75 feet of a lake, pond, or ponded or emergent wetland.

### **Section 13. 17.65.020 Variances**

(B) For variances from the water body setback requirement in MSB 17.55.020 (A) the variance may not be granted if the location of the structure is:

(a) a new structure closer than 45 feet from the ordinary high water mark of a water body.

*KZ comment- On Sept 17 2024 we voted that the ban on variances would only apply to new structures; that would also be consistent with the way setbacks previously grandfathered structures.*

### **Section 14. 17.80.020 Legal Nonconforming structures**

*KZ comment- If we do not allow homes within the 45-75 foot setback zone to become legal, this section needs to go away.*

*KZ comment- If we do not allow homes within the 45-75 foot setback zone to become legal, this section needs to go away.*

*New. Title 43 Subdivisions, 43.20 Subdivision Development Standards, 43.20.340 Lot Dimensions*

(A) Lots adjacent to a watercourse or body of water shall be a minimum of 125 feet in width at the waterline, as measured directly between property corners at the waterline, or a minimum of 85 feet in width if community sewerage is provided to the lot.

**(1) Where lots are intended for habitable buildings, lot depth must be sufficient to comply with water body setback requirements.**

(2) For flag lots where water is the only legal access, water body frontage is pursuant to MSB 43.20.300(E) **except where it conflicts with water body setback requirements.**

*KZ comment- Requiring lakefront subdivision lots to be larger in the future will help reduce non-compliance. Addresses public comment on pdf page 80*

## Resolution Motions

(Whereas #2)

These water bodies serve as critical habitats for diverse flora and fauna, **including salmon and other fish**, contribute to local biodiversity, support recreational activities, and play a crucial role in the broader ecosystem services that benefit both residents and wildlife alike;

*KZ comment- Addresses public comment from commenter on Feb 5 2025 packet pdf page 102-103*

(Whereas #3) These activities can lead to sedimentation, alteration of hydrological patterns, habitat fragmentation, and the introduction of pollutants, all of which threaten **quality of life and community for residents and** the ecological balance and biodiversity crucial to the well-being of these environments;

NOW, THEREFORE, BE IT RESOLVED, that the Waterbody Setback Advisory Board hereby makes the following recommendations to the Assembly:

*KZ comment- If we do not allow homes within the 45-75 foot setback zone to become legal, this section needs to go away.*

## Matthew LaCroix suggested changes

## Notes on the current version of the revised staff draft of text changes

**Section 3:** 17.55.004 Definitions. The definition for “Impervious area/surface” already exists in 17.55.125 and can be deleted here.

**Section 11:** 17.02.035 Required Standards. A(1)(a) the reference to 17.02.035(B) should be changed to 17.02.050(B).

**Section 12:** 17.02.050 ADDITIONAL REQUIRED STANDARDS FOR SPECIFIC CIRCUMSTANCES.

(A) The following land use permit applications require the submittal of information in addition to the site plan requirements identified in MSB 17.02.030:

- (1) existing structures seeking legal nonconforming status in accordance with MSB 17.80.020(B)(3)(a);
- (2) those seeking a variance from the water body setback in accordance with MSB 17.65; or
- (3) those seeking a land use permit in accordance with MSB 17.02.035(A)(1)(a) or 17.02.035(A)(3).

(B) Land use permit applications identified in subsection (A) of this section shall include the following additional information:

- (1) existing and proposed drainage patterns to and from the parcel, known drainage problems such as flooding or erosion, and potential pollutant sources from current or proposed land use that may add pollutants to stormwater runoff;
- (2) site-specific analyses conducted by a qualified professional identifying the proposed runoff pollution mitigation measures; and
- (3) plans and specifications for the proposed runoff pollution mitigation measures, including for necessary maintenance, with sufficient detail to support an engineering review.
  - (a) Plans and specifications for infiltrative methods shall identify soil type and depth to the seasonal high water table, with a minimum of 2 feet from the bottom of any basin or swale to the seasonal high water table.

(C) For applications identified in subsection (A) of this section, a land use permit may only be issued upon a finding that the applicant’s proposed runoff pollution mitigation will meet the following criteria:

- (1) treat and/or retain the initial 0.25 inch of post-development runoff for each storm event;



- (2) provide a minimum of 12 hours of detention for the post-development runoff in excess of pre-development runoff volumes for the 1-year, 24-hour storm;
- (3) maintain the post-development runoff peak flow from the 10-year, 24-hour storm to less than [110% of] (1.10 times) the pre-development runoff peak flow at all project discharge points;
- (4) storm water conveyance and drainage ditches shall be sized to pass the 10-year, 24-hour storm event. Control flows in conveyance channels so that transport of particles will not occur for the post-development 10-year, 24-hour storm; and
- (5) in areas where wetlands are disturbed, drainage must be designed to preserve the pre-development function of the remaining wetlands.

(D) For applications identified in subsection (A) of this section, an issued land use permit shall include the following conditions:

- (1) all runoff pollution mitigation measures shall be designed and installed under the oversight of a qualified professional;
- (2) an as-built survey shall be submitted upon completion of the project showing the location of all pertinent structures and features associated with the development;
- (3) a revised stormwater runoff analysis shall be required if future development could reasonably result in increased stormwater runoff; and
- (4) the permittee and subsequent landowners shall maintain the runoff pollution mitigation measures specified in the land use permit while the permitted structure remains within 75 feet of the water body.

**Section 13:** MSB 17.65.020(B) REQUIREMENTS FOR GRANTING A VARIANCE

(B) A variance from the water body setback requirement in MSB 17.55.020(A) may not be granted if the location of the proposed structure is:

- (1) closer than 45 feet from the ordinary high water mark of a water body; or
- (2) in an area of known erosion hazard adjacent to a river, stream, or other flowing waters.

**Section 14:** 17.80.020 LEGAL NONCONFORMING STRUCTURES

(A) The following structures qualify as legal nonconforming structures without an administrative determination, however, an administrative determination may be issued if requested by the property owner:

- (1) structures built lawfully and made nonconforming by adoption of subsequent ordinances;
  - (a) all structures within 75 feet of a water body that were constructed prior to adoption of the setback requirement on July 3, 1973, and have not subsequently been enlarged or altered.

**(b) non-habitable structures within 75 feet of a water body that were constructed between September 16, 1988, and the effective date of this section, provided they are not enlarged or altered after the effective date of this section.**

(2) structures built in violation of the ordinance existing at the time of construction, then made legal by adoption of subsequent ordinance, and later made nonconforming by adoption of subsequent ordinances;

**(a) habitable buildings and garages located between 45 and 75 feet from the ordinary high water mark of a water body, that were constructed between July 3, 1973, and May 12, 1987, and have not subsequently been enlarged or altered.**

(3) permanent structures which were constructed lawfully after the date of adoption of the Acknowledgement of Existing Regulations, Chapter 17.01, but which were made unlawful after the date of start of construction due to adoption of subsequent regulations.

(B) The following structures require an administrative determination in order to be granted legal nonconforming status;

(1) structures granted a variance in accordance with Chapter [17.65](#);

[(2) structures built in violation of shoreline setback ordinances existing at the time of construction, and subsequently granted an exemption from shoreline setbacks in accordance with MSB [17.55.020\(C\)](#)];

(3) permanent structures built in violation of ordinances existing at the time of construction, and subsequently granted legal nonconforming status in accordance with MSB [17.80.070](#);

**(a) habitable buildings and garages located between 45 and 75 feet of the ordinary high water mark of a water body that were constructed between May 12, 1987, and the effective date of this section.**

**Section 15:** 17.80.060(B) STANDARDS FOR NONCONFORMING STRUCTURES.

(B) Structures found in violation of any of the standards set forth in subsection (A) of this section are not eligible for a determination of legal nonconforming status.

(C) Structures which are in trespass are not eligible for a legal nonconforming status determination.

(D) [Repealed by Ord. 17-142, § 3, 2018]

(E) The planning director may not grant legal nonconforming status, pursuant to MSB 17.80.070, unless the applicant provides evidence that the structure was erected prior to the adoption of the

Acknowledgment of Existing Land Use Regulations, MSB 17.01. **This provision shall not apply to structures identified in MSB 17.80.020(B)(3)(a)**

(F) The planning director will consider public health, safety, and welfare concerns raised in comments received pursuant to MSB 17.80.070(C) when making a determination whether to grant a legal nonconforming determination.

**(G) For structures identified in MSB 17.80.020(B)(3)(a), the planning director shall condition the granting of legal nonconforming status, pursuant to MSB 17.80.070, on the receipt of a land use permit in accordance with MSB 17.02.050.**

**Section 16:** 17.80.070 APPLICATION FOR A DETERMINATION OF LEGAL NONCONFORMING STATUS.

(A) An application for a determination of legal nonconforming status may be initiated by the property owner or his authorized agent. The application shall be filed with the planning director on a form provided by the planning department. The application shall be accompanied by a nonrefundable application fee, established by the assembly, and made payable to the Matanuska-Susitna Borough. [The planning director may not grant legal nonconforming status unless the applicant provides evidence that the structure was erected prior to the adoption of the Acknowledgment of Existing Land Use Regulations chapter except as noted herein.]

(B) In addition to the completed application form, the submittal shall contain the following items:

- (1) description and photographs of the structure;
- (2) as-built drawing(s), prepared by a professional surveyor, registered in the state of Alaska, verifying the location(s) or the structure(s);
- (3) any other documentation the planning director may deem necessary to evaluate the application.
- (4) For structures identified in MSB 17.80.020(B)(3)(a), the application shall include a report prepared by a structural engineer, registered in the state of Alaska, attesting that moving the structure to comply with the water body setback would result in damage exceeding 50 percent of its replacement value.**
  - (a) The planning director may not grant legal nonconforming status to a structure that may be moved to achieve compliance.**

(C) When an application is submitted, the borough shall give notice of the application by publication in a newspaper of general circulation in the borough at least 15 calendar days before the earliest date the planning director may render a decision.

(D) Notice of the application shall be mailed to owners of all property within 600 feet of the lot lines of the property containing the nonconforming structure at least 10 calendar days prior to the earliest date upon which the planning director may make a final decision on the application. The notice shall contain the following:

- (1) the earliest date a decision may be rendered;

- (2) brief description of the application;
- (3) a vicinity map of the area surrounding the subject property;
- (4) legal description of the subject property;
- (5) the names of the applicants and owners of the subject property;
- (6) the planning department's telephone number; and
- (7) identify the location where the application and other supporting material will be available for public inspection.

(E) Prior to the date of the decision, the applicant shall pay the cost of all mailings or advertisements required by this section.

**Section 17:** 17.125.010 Definitions

# Updated Minutes February 19, 2025



## MATANUSKA-SUSITNA BOROUGH WATERBODY SETBACK ADVISORY BOARD MINUTES

**REGULAR MEETING**

**5:00 P.M.**

**February 19, 2025**

**I. CALL TO ORDER, ROLL CALL, AND DETERMINATION OF QUORUM**

The Waterbody Setback Advisory Board's regular meeting was held on Wednesday, February 19, 2025, at 350 E. Dahlia Avenue, Palmer, Alaska. Chair Bill Kendig called the meeting to order at 5:00 p.m.

Members present; #7 – Bill Kendig, Tim Alley, Carl Brent, Matthew LaCroix, Kendra Zamzow, Bill Klebesadel @ 5:01

Members absent/excused; #3 – C.J. Koan, Bill Haller, Jeanette Perdue

**II. APPROVAL OF AGENDA**

Tim Alley moved to approve the agenda. The motion was seconded by Carl Brent. The agenda is approved without objection.

**III. PLEDGE OF ALLEGIANCE**

**IV. APPROVAL OF MINUTES: Regular Meeting: February 5, 2025**

Kendra Zamzow moved to approve the minutes. The motion was seconded by Matthew LaCroix. The February 5, 2025 minutes were approved without objection.

**V. AUDIENCE PARTICIPATION**

Patti Fisher – Commended the board for their hard work.

**VI. ITEMS OF BUSINESS**

A. Attorneys – Erin Ashmore and Nick Spiropoulos answered questions from the board members regarding the Attorney's memo.

B. Draft Ordinance – A DRAFT ORDINANCE TO BE PRESENTED TO THE ASSEMBLY AMENDING MSB 17.55 TO ALLOW STRUCTURES TO BE CONSTRUCTED WITHIN 75 FEET OF A WATERBODY, SO LONG AS CERTAIN ENGINEERING STANDARDS TO PROTECT WATER QUALITY ARE APPLIED

Kendra Zamzow moved to approve the updated format for sections 2-7, for the purposes of discussion. The motion was seconded by Matt LaCroix. Discussion ensued. The motion passed without objection.

Matt LaCroix moved to approve Section 3 (Definitions) as shown in the staff revision. The motion was seconded by Kendra Zamzow. Discussion ensued. The motion passed without objection.

Kendra Zamzow moved to approve section 2 (Amendment of 17.55 Setbacks) as shown in the staff revision. The motion was seconded by Matt LaCroix. Discussion ensued. The motion passed without objection.

Matt LaCroix moved to add an exception for liquid petroleum products less than 10 gallons in volume as section 6 D1(A). The motion was seconded by Tim Alley. Kendra moved an amendment to move it to D2. The motion was seconded by Tim Alley. Discussion ensued. The amendment passed without objection. The main motion passed as amended without objection.

Break at 6:20 pm. Returned from the break at 6:26 pm.

Kendra Zamzow moved to approve section 6 (17.55.016 Waterbody Setbacks for Pollution Sources) as amended. The motion was seconded by Carl Brent. Discussion ensued. The motion passed without objection.

Matt LaCroix moved to approve section 7 (17.55.020 Water Body Setbacks for Structures) as shown in the staff revision. The motion was seconded by Kendra Zamzow. Discussion ensued. The motion passed without objection.

Matt LaCroix moved to postpone the discussion on 17.55.040 to the next meeting. The motion was seconded by Kendra Zamzow. Discussion ensued. The motion passed without objection.

Matt LaCroix moved to approve section 8 (Amendment of subsection MSB 17.02.010 (A)) as shown in the staff revision. The motion was seconded by Kendra Zamzow. The motion passed without objection.

Carl Brent moved to approve the changes in section 9 (17.02.020 Land Use Permit for Activities within 75 feet of a water body) as shown in the staff revision. The motion was seconded by Matt LaCroix. Discussion ensued. The motion passed without objection.

Kendra Zamzow moved to approve the changes in section 11 (17.02.050 Additional Required Standards) as shown in the staff revision. The motion was seconded by Tim Alley. Discussion ensued. The motion passed without objection.

Kendra Zamzow moved to approve the changes in section 12 ( 17.02.050 Additional Required Standards for Specific Circumstances) as shown in the staff revision. The motion was seconded by Carl Brent. Discussion ensued. Matt LaCroix Objects. The motion failed with Tim Alley, Bill Kendig, Carl Brent, and Bill Klebesadel in favor and Matt LaCroix and Kendra Zamzow opposed. Discussion on section 12 is postponed until the next meeting.

- C. Draft Resolution - A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH WATERBODY SETBACK ADVISORY BOARD RECOMMENDING CHANGES TO MSB 17.55 – SETBACK AND SCREENING EASEMENTS, MSB 17.02 – MANDATORY LAND USE PERMIT, AND MSB 17.65 - VARIANCES.

## VII. BOARD MEMBER COMMENTS

Start at section 12 at the next meeting.

Matt Lacroix – Please send potential changes to Lacie and Alex before the next meeting.

Bill Klebesadel – No comment

Tim Alley – No comment

Bill Kendig – No Comment

Kendra Zamzow – No Comment

Carl Brent – Glad that we are getting it done.

Bill Klebesadel – No comment

VIII. ADJOURNMENT

Bill Klebesadel moved to adjourn. The motion was seconded by Matt LaCroix. The meeting was adjourned at 6:58 p.m.

---

Bill Kendig, Chair

ATTEST:

---

Lacie Olivieri, Clerk

Date Approved: \_\_\_\_\_



