

**South Knik River Community Council**  
**Regular Meeting Minutes, Thursday, 17 Apr 2025**

Location: SKRCC Building  
17958 E Knik River Rd  
Palmer, AK 99645

1. SKRCC President, Craig Price, called the meeting to order at 7:00 pm and led the Pledge of Allegiance.

2. Quorum reached with 7 board members and 23 others present of whom at least 5 were residents. Meeting was available via Zoom.

3. Agenda approved.

4. 20 Mar 2025 meeting minutes approved.

5. Reports:

a. President Report: Borough attorney provided clarification for Tim Hale if a community council amended its bylaws to allow non-residents to vote. In short, a community council would not be recognized. (see attached)

- New email address: skrcc.board@gmail.com

a. Legislative report: No Report

b. Assembly report: Tim Hale attended via Zoom and provided update on mill rate and property taxes.

c. Secretary Report: Registered Agent updated with State of Alaska.

- February 2024 and April 2024 meeting minutes footer dates erroneously stated 2023, not 2024. Kit Roberts moved to make pen and ink change corrections from 2023 to 2024 on footer page numbers to already approved meeting minutes from February and April 2024, and resubmit to borough, seconded, and approved.

- Last month Angela Baker recommended purchasing a baby changing station for the bathroom and bug nets for the pavilion during spring clean up. No objections to pursuing purchasing those items.

d. Treasure Report:

CAP Grant Funds: \$ 45,204.59

Savings: \$ 2,549.14

- 2024 SKRCC Taxes filed

- 2024 expense sheet made available at meeting, total 2024 expenditures \$7,300.03

- Bills paid included padlock, computer, port hub, microphones, and computer bag, a one month Zoom subscription, and battery chargers for security cameras

e. Emergency Storage/Equipment Committee: Next meeting 6 pm, 15 May 2025, at the Community Council building. Wayne shared that the approach is now to dig a hole with 8 foot cement walls, capped, to store emergency equipment and as money becomes available, build an addition to the existing building. Footprint to be approximately 24x30'. Wayne will solicit/accept bids and address at next meeting.

f. Butte Fire Chief: No report

6. Guest: Travis Jensen, KRPUA Manager. DNR

- Looking to re-designate Manmade Lake Area so it will get more management oversight and change camping from 14 allowable days to 7 days.

- Anticipate putting up a gate at entrance, October-March to prevent long term camping and people getting "stuck" requiring state funds to extricate.

- KRPUA budget has not changed since 2008

- Fielded multiple questions and suggestions for Manmade Lake area with no viable solutions from his perspective other than local pressure on violators

- Working on new signs for the area

- When addressing the Glacierview ROW he said he could not speak for the EPA, it mostly impacts BLM, less than 1% is state land.

- He was unaware of why the USCS was conducting a water survey at the bridge. He addressed the uniqueness of Friday Creek running through Eklutna land and Hunter Creek, which is non-navigable and runs through private property in some areas. Some land along Hunter Creek shorelines is private property and while the water is public, the land beneath it is not.

7. Business:

a. CPR/SAR training opportunities discussed by Tony Nicholls. Tony provided an AED machine for the building. He will present training opportunities for learning CPR and more at the August meeting.

c. Spring Clean Up: Clean up dates 15-19 May. Potluck/BBQ on Saturday. Bags are available early. More info will be made available as time draws nearer.

d. Board Nominations:

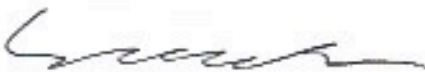
- Mark*
- President: Vlastic ~~Mark~~, Mike Bowles
  - Vice President: Fred Kilheffer, Mike Bowles
  - Secretary: Sable Anderson
  - Treasurer: Kari Andersen
  - Director x3: Terry Lindsey, Kit Robert, Wayne Martin, Sable Anderson, Dick Roberts, and Mark Johnson

e. Bylaws: Multiple amendments discussed. Fred Kilheffer moved to bring forward bylaws discussions to May meeting, seconded, and approved. Bylaw amendments being discussed are attached to these minutes.

8. Handout available at meeting from Michelle Horn, Butte resident, regarding DOT conversations on the Old Glenn Hwy.

9. Meeting Adjourned at 9:31pm.

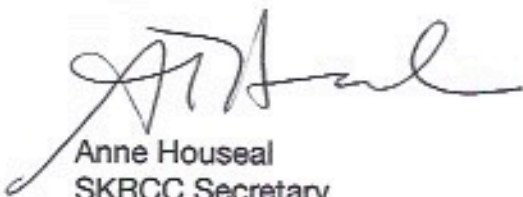
Approved.



Craig Price  
SKRCC President

*5/15/25*

Attest



Anne Houseal  
SKRCC Secretary

*15 May 2025*

2 Atch:

1-Memorandum from Nicholas Spiropoulos, Borough Attorney,  
to Assemblyman Tim Hale

2-Bylaws Amendments under discussion





## **MATANUSKA-SUSITNA BOROUGH**

### **Borough Attorney's Office**

Nicholas Spiropoulos, Borough Attorney  
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## **MEMORANDUM**

**DATE:** April 2, 2025

**TO:** Assemblymember Tim Halc

**FROM:** Nicholas Spiropoulos, Borough Attorney /s/

**SUBJECT:** Amending community council bylaws to allow non-resident property owners to vote on community council issues.

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### **QUESTION PRESENTED**

You have asked, what would happen if a community council amended their bylaws to allow non-resident property owners to vote on community council issues. This brief analysis is straight to the point.

Just so there is no misunderstanding, please note that this memorandum is being provided to you in your status as an Assemblymember. Community councils are nonprofit, voluntary, self-governing organizations which are not legally part of the Matanuska-Susitna Borough as an entity. If the community council wants legal advice, they must obtain it themselves. The Borough Attorney's Office does not represent or advise the community councils.

### **SHORT ANSWER**

Non-residents cannot be members and/or vote on community council issues. While non-residents may attend meetings and potentially have input in discussions, they cannot be part of the organization.

If a community council amended their bylaws to allow non-resident property owners to vote on community council issues, the community council would no longer meet the

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definition of a community council under the Matanuska-Susitna Borough Code. As a result, the community council would be declared inactive by the Matanuska-Susitna Borough Assembly.

An inactive community council loses all Borough support including advertising their meetings, staff support when requested, and community revenue sharing.

### ANALYSIS

Community councils are organizations defined by Matanuska-Susitna Borough Code. Community councils are "nonprofit, voluntary, self-governing associations composed of residents located within geographical areas designated as community council districts by the assembly." MSB 2.76.030(A)(1). In addition, Matanuska-Susitna Borough Code contains a requirement that to qualify *and maintain* recognition, an association shall establish that it meets the definition of a community council. MSB 2.76.030(B)(1)(emphasis added). Under the clear language of Borough Code, to maintain recognition as a community council, only residents in that area may be part of the community council.

The definition of resident in Borough Code "means a person who is qualified to vote or to register to vote under the laws of the state of Alaska and the borough ordinances." MSB 2.76.030(A)(2). People often say they *could* change their voter registration if they wanted to, so they should be allowed to maintain voter registration elsewhere and still join a community council. This argument does not hold up. AS 15.05.020 contains rules for determining the residence of a voter, and subsections (2), (3), (5), and (8) are particularly relevant here:

(2) The residence of a person is that place in which the person's habitation is fixed, and to which, whenever absent, the person has the intention to return. If a person resides in one place, but does business in another, the former is the person's place of residence. Temporary work sites do not constitute a dwelling place.

(3) A change of residence is made only by the act of removal joined with the intent to remain in another place. There can only be one residence.

(5) A person does not gain residence in any place to which the person comes without the present intention to establish a permanent dwelling at that place.

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Memorandum to Assemblymember Hale

(8) The address of a voter as it appears on the official voter registration record is presumptive evidence of the person's voting residence. This presumption is negated only if the voter notifies the director in writing of a change of voting residence.

This concept can also be addressed in another manner. For local, state, and federal elections, people may cast a vote in one place only. If a person is entitled to cast a vote in a local, state, or federal election in a community council area, that person is also entitled to be a member of the community council. If a person is entitled to cast a vote in a local, state, or federal election in a place outside of a community council area, that person may not be a member of the community council regardless of whether that person owns property, businesses, or other assets within the community council boundaries. Again, non-residents may attend meetings, and potentially have input, but may not be members of the community council organization.

There are many people who own more than one property and have properties at locations other than the residence where they are registered to vote. If someone lives and is registered to vote in Seattle, but they own property in the Matanuska-Susitna Borough, they are not entitled to vote for Borough Mayor or Alaska Governor. Likewise, they are not entitled to be a member of a Borough community council.

CONCLUSION

To maintain recognition as a community council, the community council must be comprised of Borough residents. It cannot be comprised of non-resident property owners. If a community council amends their bylaws to allow membership of non-residents, then the community council no longer meets the standards of Borough Code, would be declared inactive by the Matanuska-Susitna Borough Assembly, and lose all Borough support.

If you have further questions, please do not hesitate to contact the Borough Attorney's Office.

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In accordance with Article IX of the South Knik River Community Council bylaws, I request the following bylaw amendments be added to the April 2025 agenda for community consideration and a vote:

Bylaw Amendment 1: Article IV Section 1 shall be amended to read, "Any adult resident 18 years of age or older that owns property or currently resides within the boundary of the South Knik River Community Council as described herein shall be considered a member with full voting privileges. Proof of residency or property ownership required. A Driver's License, State Issued Identification Card, Voter Registration card, or Tax Assessment Document showing residency or property ownership within the boundary of the South Knik River Community Council is acceptable proof of residency or property ownership. Any individual who believes they are a resident with inadequate documentation may appeal to the President."

Bylaw Amendment 2: Article V Section 2 shall be amended to read, "Absentee voting will be accepted through teleconference with Driver's License, State Issued Identification Card, Voter Registration card, or Tax Assessment Document showing residency or property ownership within the boundary of the South Knik River Community Council made available on screen during the meeting."

Bylaw Amendment 3: Article VII Section 1 shall be amended to read, "All meetings of the community council shall be held both in person and through a teleconference source once a month during the months of February, March, April, May, August, September, October, and November."

These amendments are presented in an effort to increase meeting availability to all residents and property owners within the boundary of the South Knik River Community as well as reduce fire hazard in the community council building by more than 100 people attending in person as witnessed previously. By changing these bylaws and holding the meetings both in person and via teleconference all community members will have more access to meetings and the community will be better represented.

*Submitted by Mike Bowles*

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Article VI  
Officers

Section 1 **Officers**: The officers of the Community Council shall be President, Vice President, Secretary, Treasurer, and three directors: Director of Communications, Director of Property, and Director at Large. The Board shall maintain an official South Knik River Community Council website for all official documents and communication and is the primary source of information for the community.

a) The President shall preside over meetings. The president shall provide time for community members to ask questions, express concerns, and allow for community comment time to work on solutions to community concerns.

b) The Vice-President shall preside in the absence of the President.

c) The Secretary shall keep the minutes of the regular council meetings, any special meeting, and any official correspondence.

d) The Treasurer shall maintain the financial records, prepare and issue financial statements/records to the Community Council membership, and annually file taxes on behalf of the community council.

e) The Director of Communications shall be responsible for tech equipment, its operation, and the streaming of regular meetings. Should circumstances preclude this, documentation for reason why must be included in the official meeting minutes. This director shall draft communications in coordination with the President before final approval and posting on any official social media page.

f) The Director of Property shall be the point of contact for all issues relating to the repair and maintenance of the buildings and grounds.

g) Director at Large, will assist other board members as needed.

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Submitted by Craig Price

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Article VI  
Officers

**Section 2** **Eligibility:** Any person meeting the requirements of membership in the Community Council is eligible to serve as an officer. Disclosure of the following must be made prior to holding vote for board nominations if the following applies to nominated members: living in the same domicile as another board member. (Delete words in blue and replace with:) No board member may reside in the same domicile as another board member.

**ARTICLE VII**  
**Meetings**

**Section 1** **Meetings:** The regular meetings of the community council shall be held once a month during the months of February, March, April, May, August, September, October, and November. Meetings will be in person and made available via video conferencing when possible.

**ARTICLE VIII**  
**Parliamentary Authority**

The rules contained in the current edition of Roberts Rules of Order Newly Revised for Dummies\* shall govern guide the Community Council in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the council may adopt.

**ARTICLE IX**  
**Amendment of Bylaws**

These bylaws may be amended at any regular meeting of the council by two-thirds vote of those present and establishing a quorum, provided that the amendment has been submitted in writing at the previous regular meeting and discussed.

\*This book was recommended to all community councils by the clerks office during Parliamentary training

Submitted by Anne Housal

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