

**SEWARD / BEAR CREEK FLOOD SERVICE AREA  
SPECIAL MEETING  
2<sup>ND</sup> FLOOR CONFERENCE ROOM, SEWARD CITY HALL  
MEETING MINUTES  
15 May 2006**

**A. CALL TO ORDER**

The Special Meeting of the Seward/Bear Creek Flood Service Area Board was called to order at 7:03 PM.

**B. ROLL CALL**

BOARD MEMBERS

Jim McCracken, Chairman  
Tina McLean  
Bill Williamson  
Randall Stauffer

STAFF

Christina Stauffer  
Administrative Assistant

Steve Schafer, Vice Chairman – Absent excused.  
Loyd Weber – Absent excused  
Nathan Orr – Absent excused.

**C. APPROVAL OF AGENDA**

**Jim McCracken, Chairman** requested the addition of a letter from Rep. Paul Seaton under Correspondence; the addition of Quality Asphalt Paving under Old Business, the addition of Bear Creek Fire/KRC 6206 to Permits for Review; the addition of Kunitake/KRC#6237 to Permits for Review; and the addition of Culvert Repair to New Business.

**Tina McLean** moved that the agenda be approved as amended.

The motion was seconded and unanimously approved.

**D. APPROVAL OF MINUTES**

**Jim McCracken** asked for wishes regarding the minutes of the Regular Board Meeting of 3 April 2006.

**Randall Stauffer** moved that the minutes be approved as presented.

The motion was seconded and unanimously approved.

**SEWARD / BEAR CREEK FLOOD SERVICE AREA  
SPECIAL MEETING  
2<sup>ND</sup> FLOOR CONFERENCE ROOM, SEWARD CITY HALL**

**E. PRESENTATIONS**

None.

**F. PUBLIC COMMENTS – LIMIT 3 MINUTES**

None.

**G. BOARD’S RESPONSE TO PUBLIC COMMENTS**

None.

**H. CORRESPONDENCE & PAYMENT REQUESTS**

**Jim McCracken** asked for Payment Requests and the Administrative Assistant reported there were none.

**Christina Stauffer, Administrative Assistant** reported on expenses for Wetlands Presentation Public Meeting and TelAlaska phone bill.

- **E-mail and Memorandum from Scott Walden**

**Jim McCracken** suggested that the Board address Scott Walden’s memorandum point by point. With regard to **navigability** of watersheds he suggested that the Administrative Assistant forward a copy of the DNR State of Alaska Navigability Determination of 10 March 2006.

The Administrative Assistant was so directed.

**Tina McLean**, with regard to **floodplain mapping**, suggested that the Administrative Assistant forward an update of the FEMA Mapping Project to Mr. Walden.

The Administrative Assistant was so directed.

**Jim McCracken** stated that, with regard to **extraction permitting**, he did not agree with the idea of long held extraction permits being cancelled if not used.

Discussion was held regarding submitting new applications every time bed load was removed versus maintaining long held extraction permits. It was

**SEWARD / BEAR CREEK FLOOD SERVICE AREA  
SPECIAL MEETING  
2<sup>ND</sup> FLOOR CONFERENCE ROOM, SEWARD CITY HALL**

suggested that rather than creating more barriers to gravel extraction for local residents, that the process of extraction should be streamlined as much as possible due to the ongoing priority of maintenance of stream beds.

**Tina McLean** suggested there should be a rollover clause to renew long held permits with minimal paperwork.

**Jim McCracken** responded that there was already a rollover shortcut in the system.

**Randall Stauffer** commented that this paragraph of the memorandum seemed intended to support the need for bed load removal but was somewhat confusing as written. He added that there should be a simple way to get those who need bed load removed together with those who need fill.

**Jim McCracken** answered that the issues were money and finding a place to store gravel that did not incur a state fee. He stated that everything feasible should be done to expedite the permitting process. He went on to suggest that the Board make sure that Mr. Walden and the Borough Mayor know our point of view so they had something to act on.

**Tina McLean** brought up the idea of a blanket permit to be held by the SBCFSA Board for gravel removal for flood mitigation.

**Jim McCracken** stated that the Alaska Department of Fish and Game would have a problem with this due to their concerns over fish habitat.

**Bill Williamson** said that the Board should at least have authority to allow immediate removal of gravel in flood mitigation hot spots. He went on to say that the Kenai River Center should streamline the process by having engineering reports on file for hot spots to allow expedited permit processing for gravel removal in these areas.

**Jim McCracken**, moving on to the stream by stream suggestions regarding the SBCFSA Flood Hazard Program, suggested that it would be more efficient to invite Mr. Walden to the next Board meeting to discuss these issues in person with him.

Discussion was held regarding this suggestion and the Administrative Assistant was directed to issue Mr. Walden an invitation and to put this item on the agenda for the Regular Board Meeting of 5 June 2006.

**SEWARD / BEAR CREEK FLOOD SERVICE AREA  
SPECIAL MEETING  
2<sup>ND</sup> FLOOR CONFERENCE ROOM, SEWARD CITY HALL**

- **Letter from Alaska State Representative Paul Seaton**

Discussion was held regarding the list of Capital Projects that were sent to the SBCFSA Office by Rep. Seaton and the e-mail responses to that list that had been sent to him by Board members.

**Jim McCracken** expressed his concern that the SBCFSA should not alienate Rep. Seaton on this issue.

**Tina McLean** remarked that the individual responses had not been intended to alienate, merely to express concern regarding the Capital Project requests of the SBCFSA and that she believed it was appropriate for Board members to respond as individuals without censure.

**Jim McCracken** agreed with this and suggested that the SBCFSA meet with Rep. Seaton's staff this summer and work on the issue of capital funding. He stated that he would discuss this with Rep. Seaton's office.

Discussion was held and the Board agreed to the suggestion of a summer meeting. It was further decided that this should be an agenda item for the next Regular Board Meeting so the complete Board could plan ahead for working with Rep. Seaton on this issue.

The Administrative Assistant was directed to add Capital Project Requests to the June 5th agenda.

**I. PERMITS FOR REVIEW**

- **Bruce Martin/Frostbite Builders/KRC # 6089**

**Jim McCracken** informed the Board that an administrative response letter had already been sent on this permit request due to time constraints and that flood issues were not involved.

**Christina Stauffer** was asked to read the letter for the Board and did so.

- **KPB/RSA Grouse Creek/KRC #6207**

**Jim McCracken** introduced this permit request from the KPB Road Service Area to install a temporary culvert to allow them to work on the Grouse Creek Bridge. He asked Bill Williamson for his opinion since he has prior experience with this construction.

**SEWARD / BEAR CREEK FLOOD SERVICE AREA  
SPECIAL MEETING  
2<sup>ND</sup> FLOOR CONFERENCE ROOM, SEWARD CITY HALL**

**Bill Williamson** stated that there had been no problems with RSA temporary culverts on previous occasions and that the plan was for the culvert to be in place for only two weeks.

Discussion was held and the Board agreed that they had no problem with permit as the work needed to be done.

**Tina McLean** moved that a letter be written to Jane Gabler at the KRC recommending approval of this permit.

The motion was seconded and unanimously approved.

- **Bear Creek Volunteer Fire Department/KRC #6206**

Discussion was held regarding this permit and it was decided to address a letter to Jane Gabler at the Kenai River Center in spite of the fact that most of the work on this project had already been completed.

**Jim McCracken** asked the Administrative Assistant to read notes from 1 May 2006. The notes indicated that there was concern regarding the volume of water anticipated in the affected stream and the planned slopes of the stream. Mr. McCracken added a concern regarding the effects of glaciation on this stream given the planned new streambed.

**Randall Stauffer** expressed concern regarding the hydrology of the planned right angle turn in the stream course will take at the highway verge. He pointed out that at times of high water this could cause flooding of the road.

**Bill Williamson** added that if the area were to get an early freeze and then a warm rain the culvert could be plugged.

**Jim McCracken** noted that the planned fill would eliminate wetlands that currently served as a sponge to absorb run off.

**Tina McLean** moved that a letter be written to Jane Gabler approving this project but listing the SBCFSA Board concerns.

The motion was seconded and approved unanimously.

- **Kunitake/KRC # 6237**

**Jim McCracken** pointed out that the origin of Salmon Creek as noted in the engineering report was incorrect.

**SEWARD / BEAR CREEK FLOOD SERVICE AREA  
SPECIAL MEETING  
2<sup>ND</sup> FLOOR CONFERENCE ROOM, SEWARD CITY HALL**

Discussion was held regarding the lack of drawings or pictures to support the permit, questions about the source of the fill material and intended storage of material in the floodplain.

**Randall Stauffer** added that there are wetlands involved here and that filling wetlands will have floodplain implications.

**Jim McCracken** stated that if a materials removal site had not already been chosen that the SBCFSA could suggest some hot spots in the service area where material removal would aid flood mitigation.

Discussion was held regarding diversion of stream and likely flooding consequences of this diversion. It was noted that with the new highway being actually lowered in this area that the fill could cause highway flooding. It was decided that an e-mail expressing Board concerns and questions should be sent to Jane Gabler at the Kenai River Center and that final recommendations regarding this permit would be made at the Regular Board Meeting of 5 June 2006 which is within the deadline.

**J. OLD BUSINESS**

- **KPB Ordinance 2005-38**

**Christina Stauffer** reported to the Board that this measure had been voted on and defeated at the KPB Assembly Meeting of 4 April 2006. She further reported that she had left e-mail and voice mail messages for Ron Long re planned submission of new Ordinance covering SBCFSA members in the field with insurance.

- **KPB Ordinance 2006-1**

**Christina Stauffer** reported to the Board that this issue had been deferred by the Borough to their Assembly Meeting of 16 May 2006 with a planned public hearing scheduled for 1 August 2006.

**Jim McCracken** reported that Lynn Hohl of the Seward Planning and Zoning Commission was involved in this issue and would attend the next SBCFSA Board Meeting to discuss it.

**SEWARD / BEAR CREEK FLOOD SERVICE AREA  
SPECIAL MEETING  
2<sup>ND</sup> FLOOR CONFERENCE ROOM, SEWARD CITY HALL**

- **Roads Conference in Homer**

**Jim McCracken** called for reports from those who had attended Roads Conference.

**Bill Williams** commented on the conference and the opportunity it had provided to work with other Seward entities with a facilitator to prompt constructive sharing of ideas and concerns. He also felt that the presenters did not have as much experience with road building in Alaska as he would have liked.

**Jim McCracken** reported that the conference had provided an excellent opportunity for data mining. He went on to state that he would like to see the next conference held in Seward, possibly at the SeaLife Center with help from the SBCFSA. He went on to state that if a coastal topic were chosen that experts from the SeaLife Center could be invited.

**Tina McLean** added that she would like to see the topic of glacier melt and rise rate covered in a conference.

**Randall Stauffer** suggested that a letter be drafted with these suggestions for next year's conference and the draft could be reviewed at the Regular Board Meeting of 5 June 2006.

- **KPB Assembly Meeting/Budget Review of 5/2/06**

**Christina Stauffer** reported to the Board on the final version of the SBCFSA FY 2007 Budget as submitted to the Assembly in Seward on 2 May 2006 along with a Power Point presentation explaining the Board's achievements, goals and requests for budget increases.

**Jim McCracken** drew the Board's attention to the carried over Balance of funds that was growing and that this money would need to be designated fairly soon for a project or grant match so that questions did not arise regarding excess funding.

- **FEMA Flood Mitigation Planning Grant**

**Christina Stauffer** reported on status of this grant application, stating that a response from FEMA had not yet been received by Taunnie Boothby in Anchorage who was in charge of the state portion of the grant procedure.

**SEWARD / BEAR CREEK FLOOD SERVICE AREA  
SPECIAL MEETING  
2<sup>ND</sup> FLOOR CONFERENCE ROOM, SEWARD CITY HALL**

- **Quality Asphalt Paving**

**Jim McCracken** reported that Don Kuhl of the US Army Corps of Engineers had inspected the QAP materials site and had determined they had not followed correct permitting procedures in this area. They were suspended from materials removal projects until they have completed the permitting required.

**Bill Williams** stated that QAP had submitted plans for materials storage and then had actually stored the materials in the floodplain and damaged wetlands.

**Jim McCracken** suggested that an update on the Quality Asphalt Paving situation should be added to the agenda for 5 June 2006.

**K. NEW BUSINESS**

- **State of Alaska Navigability Determination**

**Jim McCracken** introduced the report dated 20 March 2006 from Adam McCullough of the Alaska Department of Natural Resources on navigability of Seward watershed streams. He suggested that the Board review the report stream by stream.

Bear Creek and Box Canyon Creek were determined non-navigable and not commented on. Fourth of July Creek was determined navigable due to emptying into Resurrection Bay. Note was taken of infrastructure such as the prison that would be at risk if flood mitigation is not pursued on Fourth of July Creek.

**Tina McLean** commented that the Board should still push for a legislative exemption of the gravel removal charges for SBCFSA directed bed load removal.

Glacier Creek was reviewed.

**Jim McCracken** pointed out that the geography noted for Glacier Creek in the DNR report was in error and suggested they be given the same descriptive paragraph regarding the origin of Glacier/Kwechak Creek, Bear Creek and Salmon Creek.

Discussion was held regarding the experts consulted for the report data and it was noted that the expertise of Board Members had not been taken advantage

**SEWARD / BEAR CREEK FLOOD SERVICE AREA  
SPECIAL MEETING  
2<sup>ND</sup> FLOOR CONFERENCE ROOM, SEWARD CITY HALL**

of. It was decided to assemble a list of the Board Members and their qualifications as experts regarding the Seward watershed to provide for the DNR.

Godwin Creek and Grouse Creek were discussed.

**Jim McCracken** stated that Japp Creek had been determined non-navigable in this report but had only a short while ago been determined navigable during the Japp Creek Levee project. He said he would forward this information to the DNR.

Lost Creek and Placer Creek were discussed. The scope of the report on the navigability of the Resurrection River was noted to have been changed from previous reports to include Resurrection River bed further up stream. Scheffler Creek and Spruce Creek were determined non-navigable due to grade. It was decided to draft a letter to Adam McCullough of the DNR with the Board's corrections and comments and review this letter at the 5 June 2006 Board meeting.

- **Wetlands Mapping Presentation 9 May 2006**

**Christina Stauffer** reported on the success of this public meeting and the good results from having prepared Mike Gracz at lunch prior to the presentation.

Board members all agreed that the presentation had gone well and that the public seemed satisfied with the information received.

**Tina McLean** expressed her concern that Mike Gracz follow through with his plan to use SBCFSA expertise to aid his mapping process this summer. It was decided to send a follow up e-mail reminding him of this

- **Culverts**

**Jim McCracken** introduced this letter from Stewart Seaberg of the Alaska Department of Natural Resources citing 10 or so culverts in the Seward watershed that needed to be replaced or repaired. Apparently funding is available for this type of work and the Board needs to pick out what to work on first.

Various culvert sites, those suggested in Stewart Seaberg's letter and other were discussed by the Board. It was decided that sites should be chosen in a fairly visible area so the public could see the Board at work.

**SEWARD / BEAR CREEK FLOOD SERVICE AREA  
SPECIAL MEETING  
2<sup>ND</sup> FLOOR CONFERENCE ROOM, SEWARD CITY HALL**

**Bill Williamson** suggested that the Board might pay for the engineering required for permitting of these culvert repairs as the grant funds match.

Further discussion revealed a need for clarification of the location of the proposed culvert repairs and Jim McCracken offered to accompany Steward Seaberg around the various sites. It was decided that this information would be gathered and presented at the 5 June 2006 meeting.

**L. BOARD COMMENTS**

**Bill Williamson, Tina McLean and Jim McCracken** had not comment.

**Randall Stauffer** commented that he believed having an interim meeting rather than saving all business for the June meeting had been a good idea.

**M. ADJOURNMENT**

**Bill Williamson** moved that the meeting be adjourned.

The motion was seconded and unanimously approved.

**MEETING ADJOURNED at 9:30 PM.**

**NEXT MEETING WILL BE ON 5 JUNE 2006 AT THE SEAVIEW  
PLAZA BUILDING, SUITE 122 AT 7:00 PM.**

\_\_\_\_\_  
Secretary

Minutes Approved: \_\_\_\_\_  
Date of Approval