



MATANUSKA-SUSITNA BOROUGH TALKEETNA SEWER & WATER BOARD

for
SERVICE AREA NO. 36

Andrew Haag, Chair
James Kellard

Jane Steere, Vice Chair

Ryan Sheldon
Vacant

AGENDA

REGULAR MEETING

Talkeetna Public Library
24645 Talkeetna Spur Road
Talkeetna, AK 99676

Microsoft Teams
Meeting ID: 219 084 064 569
Passcode: Rwkjk6

June 4, 2025
1:00 pm

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- I. CALL TO ORDER
 - II. ROLL CALL
 - III. APPROVAL OF AGENDA
 - IV. APPROVAL OF MINUTES OF PRECEDING MEETINGS
 - A. Regular Meeting: May 7, 2025
 - V. STAFF REPORT
 - A. TSW Supervisor (Amanda Fleming)
 - B. MSB Engineer (Mike Campfield)
 - C. MSB Sales and Excise Tax Specialist (Ally Egbert)
 - VI. AUDIENCE PARTICIPATION
 - VII. UNFINISHED BUSINESS

- A. Service Area Rule & Rate Changes
- B. Public Input Meeting – Date TBD
- C. Budget Preparations for FY26

VIII. NEW BUSINESS

IX. COMMENTS FROM THE BOARD

X. NEXT MEETING

- A. Regular Meeting: July 2, 2025, 1:00 pm, Talkeetna Public Library & Teams

XI. ADJOURNMENT



MATANUSKA-SUSITNA BOROUGH TALKEETNA SEWER & WATER BOARD

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MINUTES

REGULAR MEETING

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May 7, 2025
1:01pm-1:15pm

I. CALL TO ORDER

This regular meeting of the Talkeetna Sewer & Water Board for Service Area No. 36 was held on Wednesday, May 7, 2025 at the Talkeetna Public Library at 24645 Talkeetna Spur Road in Talkeetna, Alaska and via Microsoft Teams. The meeting was called to order at 1:01pm by Jane Steere.

II. ROLL CALL

Talkeetna Sewer & Water Board members present and establishing a quorum were:

Mr. Andrew Haag – absent
Ms. Jane Steere – present and on-time
Mr. Ryan Sheldon – present and on-time via Teams
Mr. James Kellard – present and on-time

Also in attendance:

Chad Fry, O&M Division Manager

III. APPROVAL OF AGENDA

Motion to adopt the agenda by James Kellard. Seconded by Ryan Sheldon.

No changes, agenda approved as presented.

IV. APPROVAL OF MINUTES OF PRECEDING MEETINGS

A. Regular Meeting:

Minutes for the April 2, 2025, regular meeting were reviewed by the Board.

Motion to approve the minutes by James. Seconded by Ryan.

No objections, minutes approved as presented.

V. STAFF REPORT

A. TSW Supervisor (Amanda Fleming)

- Wastewater plant online 5/6/25 – going well
- Staff de-winterized and inspected all the hydrants (normally performed by the Fire Department). Several maintenance items planned for this summer including permanent identifier wands to mark the hydrants.
- Added some new sites to our Lead and Copper Service Line Inventory increasing the total number of services which increases the total reimbursement grant monies received (approximately \$40,000)
- Interrupted Service accounts are mostly online with the rest online within the next month
- Next month, MSB Sales & Excise Tax representative will be attending June meeting

B. MSB Engineer (Mike Campfield) – absent, update presented by Amanda

- The Request for Proposal (RFP) for the water upgrades is still on standby for land acquisition. Land Management, ROW, and PD&E are handling that process.
- Water Condition Assessment end of May/early June. This project is less invasive than the sewer inspection last summer. This assessment will determine the pipe thickness of the distribution piping and potentially identify any mainline leaks. This information will be used to determine the timeline for line replacement and repairs.
- The Congressional Directing Spending project plan was re-scoped to be more generalized to include repairs on the distribution lines as well as the water storage tank and headworks project. Now pending a grant agreement to come to the MSB.

VI. AUDIENCE PARTICIPATION

A. None

VII. UNFINISHED BUSINESS

- A. **Service Area Rule & Rate Changes** – Amanda has been tracking new rates to current usage since January. Sales Tax revenues slightly increased with the new rates. Water revenues are slightly increased as well whereas the sewer revenues are decreased since base rates are lower. Summer revenues will likely show greater increases. Select fees and account changes aren't well reflected in those numbers.

Sales Tax is only charged to commercial accounts. Non-profits and other tax-exempt accounts are not charges sales tax.

- B. **Public Input Meeting** – no update
- C. **Budget Preparations for FY26** – Assembly has not adopted the budget yet. However, there are no changes proposed to the Talkeetna Sewer & Water budget currently.

VIII. NEW BUSINESS

- A. None

IX. COMMENTS FROM THE BOARD

- A. Ryan – will be back in person for the next meeting and thanks everyone for accommodating his remote work.

X. NEXT MEETING

- A. Regular Meeting: June 4, 2025, 1:00pm, Talkeetna Public Library & Teams

XI. ADJOURNMENT

Motion to adjourn the meeting by James. Seconded by Ryan.
Meeting adjourned at 1:15pm.

Mr. Andrew Haag, Chair

ATTESTED:

Ms. Amanda Fleming, Board Administrative Support

DRAFT

Category	Account	Account Description	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Adopted	FY25 YTD	% Used	FY26 Adopted	% Change
Revenues										
Other State Revenue	337.800	State PERS Relief	12366.41	3455.64	2368.55	0.00	0.00	#DIV/0!	0.00	#DIV/0!
	Totals		12366.41	3455.64	2368.55	0.00	0.00	#DIV/0!	0.00	#DIV/0!
General Government	341.900	Miscellaneous Fees	0.00	0.00	7210.65	0.00	0.00	#DIV/0!	0.00	#DIV/0!
	Totals		0.00	0.00	7210.65	0.00	0.00	#DIV/0!	0.00	#DIV/0!
Sanitation/Septage Fees	344.500	Water & Sewer Fees	35110.57	14909.41	17377.02	14000.00	14738.72	105%	15000.00	7%
	Totals		35110.57	14909.41	17377.02	14000.00	14738.72	105%	15000.00	7%
Water & Sewer Fees	349.100	Water Charges	182714.42	223515.49	233774.78	220000.00	200201.60	91%	230000.00	5%
	349.500	Sewer Charges	178824.03	185311.48	190849.01	185000.00	178490.09	96%	190000.00	3%
	Totals		361538.45	408826.97	424623.79	405000.00	378691.69	94%	420000.00	4%
Interest Earnings	361.100	Interest On Investments	1625.00	4311.00	4241.00	100.00	0.00	0%	3000.00	2900%
	Totals		1625.00	4311.00	4241.00	100.00	0.00	0%	3000.00	2900%
Transfer From Other Funds	367.300	Grant Projects	756926.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	#DIV/0!
	367.400	Capital Projects	0.00	21707.08	486645.88	0.00	1977.00	#DIV/0!	0.00	#DIV/0!
	Totals		756926.00	21707.08	486645.88	0.00	1977.00	#DIV/0!	0.00	#DIV/0!
Other Revenue Sources	369.100	Miscellaneous	0.00	22080.77	4046.75	0.00	3678.00	#DIV/0!	0.00	#DIV/0!
	Totals		0.00	22080.77	4046.75	0.00	3678.00	#DIV/0!	0.00	#DIV/0!
Proceeds of Gfs Disposal	391.100	Sale of Gfa	0.00	3060.00	0.00	0.00	0.00	#DIV/0!	0.00	#DIV/0!
	Totals		0.00	3060.00	0.00	0.00	0.00	#DIV/0!	0.00	#DIV/0!
Sales Tax	313.200	Sales Tax	1034603.38	928220.93	1055412.88	900000.00	640668.10	71%	1000000.00	11%
	313.250	Sales Tax Penalty & Interest	72.55	30.00	60.00	0.00	571.80	#DIV/0!	0.00	#DIV/0!
	Totals		1034675.93	928250.93	1055472.88	900000.00	641239.90	71%	1000000.00	11%
Rev Totals			2202242.36	1406601.80	2001986.52	1319100.00	1040325.31	79%	1438000.00	9%
Expenses										
Salaries & Wages	411.100	Permanent Wages	219932.43	248980.02	288288.20	282320.00	251860.23	89%	265336.00	-6%
	411.200	Temp Wages & Adjmts	9110.11	8810.37	0.00	0.00	0.00	#DIV/0!	0.00	#DIV/0!
	411.300	Overtime Wages	11458.91	10995.84	6867.06	15000.00	4848.80	32%	15000.00	0%
	Totals		240501.45	268786.23	295155.26	297320.00	256709.03	86%	280336.00	-6%
Benefits	412.100	Insurance Contrib	60172.00	74953.00	94785.00	103500.00	83709.03	81%	99000.00	-4%
	412.190	Life Insurance	355.13	411.82	494.30	493.00	396.05	80%	429.00	-13%

		1443.64	1612.11	1770.69	1784.00	1540.35	86%	1593.00	-11%
412.200 Unemployment Contrib		3502.23	3830.64	4104.15	4311.00	3540.18	82%	3847.00	-11%
412.300 Medicare		20137.16	9648.71	5946.04	79563.00	4150.46	5%	71003.00	-11%
412.400 Retirement Contrib. - DB Plan		34389.35	42990.09	49481.02	0.00	39665.46	#DIV/0!	0.00	#DIV/0!
412.410 PERS Tier IV - DC Plan		2047.65	2537.41	2800.44	0.00	1941.82	#DIV/0!	0.00	#DIV/0!
412.411 PERS Tier IV - Health Plan		4635.99	6243.35	7603.89	0.00	6262.46	#DIV/0!	0.00	#DIV/0!
412.412 PERS Tier IV - HRA		591.92	694.28	831.62	0.00	561.52	#DIV/0!	0.00	#DIV/0!
412.413 PERS Tier IV - OD&D		14248.39	16257.12	12204.30	11231.00	10478.71	93%	12312.00	10%
412.600 Workers Compensation		14732.95	16471.23	18073.93	18226.00	15709.50	86%	16265.00	-11%
412.700 Sbs Contribution									
Totals		156256.41	175649.76	198095.38	219108.00	167955.54	77%	204449.00	-7%
Expenses Within Borough									
413.100 Mileage - Within Borough		0.00	0.00	0.00	200.00	61.60	31%	400.00	100%
413.300 Exp Allowance-Within Boro		0.00	0.00	0.00	200.00	0.00	0%	0.00	-100%
Totals		0.00	0.00	0.00	400.00	61.60	15%	400.00	0%
Expenses Outside Of Boro									
414.200 Exp Reimb- Outside Boro		2785.88	895.88	714.75	1500.00	3751.00	250%	3500.00	133%
Totals		2785.88	895.88	714.75	1500.00	3751.00	250%	3500.00	133%
Communications									
421.100 Communication Network Services		24280.01	25500.15	22453.48	28750.00	24605.49	86%	21437.00	-25%
421.200 Postage		1121.36	1363.68	1361.76	1500.00	1344.59	90%	1500.00	0%
Totals		25401.37	26863.83	23815.24	30250.00	25950.08	86%	22937.00	-24%
Advertising									
422.000 Advertising		184.30	0.00	0.00	300.00	0.00	0%	0.00	-100%
Totals		184.30	0.00	0.00	300.00	0.00	0%	0.00	-100%
Printing							#DIV/0!		
423.000 Printing		264.00	628.75	914.50	500.00	494.89	99%	500.00	0%
Totals		264.00	628.75	914.50	500.00	494.89	99%	500.00	0%
Utilities - Building Oprtns									
424.100 Electricity		47095.71	45737.21	46913.61	52823.00	40851.59	77%	50000.00	-5%
424.500 Garbage Pickups		72.00	278.97	4.00	500.00	0.00	0%	100.00	-80%
424.600 Heating Fuel-Oil		1088.81	1249.58	1259.63	1538.00	1665.54	108%	1500.00	-2%
Totals		48256.52	47265.76	48177.24	54861.00	42517.13	77%	51600.00	-6%
Rental/Lease									
425.300 Equipment Rental		0.00	0.00	0.00	5000.00	0.00	0%	5000.00	0%
Totals		0.00	0.00	0.00	5000.00	0.00	0%	5000.00	0%
Professional Charges									
426.300 Dues & Fees		4751.00	3182.50	3245.75	3000.00	3262.50	109%	3000.00	0%
426.600 Computer Software/Online Services		1886.80	2184.06	2358.61	3750.00	5720.53	153%	5800.00	55%
426.700 Occupational Health		200.00	234.01	0.00	500.00	25.45	5%	500.00	0%
426.900 Other Professional Chgs		3712.44	9206.30	20052.50	20000.00	0.00	0%	20000.00	0%
Totals		10550.24	14806.87	25656.86	27250.00	9008.48	33%	29300.00	8%
Insurance & Bond									

427.100 Property Insurance		25219.98	29268.03	33751.23	45565.00	27599.50	61%	32565.00	-29%
427.500 Liability Insurance		2630.22	2414.69	2848.56	3846.00	3048.46	79%	3600.00	-6%
Totals		27850.20	31682.72	36599.79	49411.00	30647.96	62%	36165.00	-27%
Maintenance Services									
428.100 Building Maint Services		765.54	253.58	919.62	2500.00	265.65	11%	60000.00	2300%
428.300 Equipment Maint Services		16306.26	17532.45	19862.43	20000.00	12336.75	62%	21750.00	9%
428.400 Vehicle Maint Services		924.84	0.00	500.00	500.00	26.24	5%	1000.00	100%
Totals		17996.64	17786.03	21282.05	23000.00	12628.64	55%	82750.00	260%
Other Contractual									
429.200 Training Reimb/Conf Fees		2950.00	1800.00	900.00	4000.00	2426.30	61%	4000.00	0%
429.210 Training/Instructor Fees		1280.00	0.00	0.00	1000.00	23.91	2%	150.00	-85%
429.710 Testing		11014.00	10311.80	7746.00	20000.00	4048.00	20%	10000.00	-50%
429.900 Other Contractual		55430.16	64909.60	60492.00	75000.00	37024.00	49%	17500.00	-77%
Totals		70674.16	77021.40	69138.00	100000.00	43522.21	44%	31650.00	-68%
Office Supplies									
430.100 Office Supplies		0.00	713.67	138.88	1000.00	361.86	36%	500.00	-50%
Totals		0.00	713.67	138.88	1000.00	361.86	36%	500.00	-50%
Maintenance Supplies									
431.100 Vehicle Maint Supplies		2400.00	1222.51	623.20	2400.00	1176.67	49%	3500.00	46%
431.200 Building Maint Supplies		0.00	0.00	367.10	200.00	2078.00	1039%	500.00	150%
431.300 Equipment Maint Supplies		20755.70	21544.28	18534.69	20000.00	24951.03	125%	22500.00	13%
431.400 Grounds Maint Supplies		0.00	0.00	744.00	0.00	1116.00	#DIV/0!	2000.00	#DIV/0!
431.900 Other Maint. Supplies		960.19	148.36	1300.11	1000.00	4366.26	437%	20000.00	1900%
Totals		24115.89	22915.15	21569.10	23600.00	33687.96	143%	48500.00	106%
Fuel/Oil-Vehicle Use									
432.100 Oil & Lubricants		0.00	0.00	161.51	204.00	500.00	245%	250.00	23%
432.200 Gas		7164.50	6907.26	5710.74	11000.00	4008.90	36%	8000.00	-27%
Totals		7164.50	6907.26	5872.25	11204.00	4508.90	40%	8250.00	-26%
Misc Supplies									
433.100 Personnel Supplies		498.30	942.84	661.20	1000.00	1871.65	187%	1000.00	0%
433.110 Clothing		720.76	706.22	554.58	1000.00	1032.07	103%	1000.00	0%
433.120 Tools		921.92	754.66	702.22	1500.00	899.91	60%	1000.00	-33%
433.200 Medical Supplies		0.00	25.33	170.97	500.00	0.00	0%	250.00	-50%
433.900 Other Supplies		40484.43	44948.15	34758.28	38500.00	29557.52	77%	20000.00	-48%
Totals		42625.41	47377.20	36847.25	42500.00	33361.15	78%	23250.00	-45%
Equipment Under \$25,000									
434.000 IT Equipment under \$25,000		2606.00	0.00	0.00	2500.00	1099.99	44%	4500.00	80%
434.100 Other Equip under \$25,000		24099.98	19431.59	814.49	20000.00	14483.67	72%	20000.00	0%
434.300 Furniture Under \$25,000		4839.63	0.00	0.00	0.00	0.00	#DIV/0!	0.00	#DIV/0!
Totals		31545.61	19431.59	814.49	22500.00	15583.66	69%	24500.00	9%
Loan Payments									
442.200 Loan Pymnts-Interest		1191.89	1060.02	927.97	435559.00	435558.92	100%	109447.00	-75%

	Totals	1191.89	1060.02	927.97	435559.00	435558.92	100%	109447.00	-75%
Intra Govern/Recov Expens									
443.210 Administration-Admin/Audi		2500.00	2625.00	2756.00	2894.00	2894.00	100%	3024.00	4%
443.260 IT - Admin & Audit		1500.00	1575.00	25969.00	16997.00	16997.00	100%	18960.00	12%
443.280 Finance - Admin & Audit		36000.00	37765.00	37504.00	42480.00	42480.00	100%	33160.00	-22%
443.290 Legal - Admin & Audit		4500.00	4720.00	4956.00	5204.00	5204.00	100%	5438.00	4%
	Totals	44500.00	46685.00	71185.00	67575.00	67575.00	100%	60582.00	-10%
Capital Project Transfers									
446.700 Tfr415/425/430/435/440/47		0.00	225000.00	90000.00	16000.00	16000.00	100%	25000.00	56%
	Totals	0.00	225000.00	90000.00	16000.00	16000.00	100%	25000.00	56%
Exp Totals		751864.47	1031477.12	946904.01	1428838.00	1199884.01	84%	1048616.00	-27%
Net Totals		1450377.89	375124.68	1055082.51	-109738.00	-159558.70	145%	389384.00	-455%

YTD Updated 5/27/25

	FY23 Actual	FY24 Actual	FY25 To Date	FY25 Proposed	FY26 Projected	FY27 Projected	FY28 Projected	FY29 Projected
Total Revenues	\$1,406,601.80	\$2,001,986.52	\$1,040,325.31	\$1,319,100.00	\$1,438,000.00	\$1,466,760.00	\$1,496,095.20	\$1,526,017.10
Total Expenditures	(\$1,031,477.12)	(\$946,904.01)	(\$1,199,884.01)	(\$1,428,838.00)	(\$1,048,616.00)	(\$1,061,720.45)	(\$1,075,812.11)	(\$1,090,210.61)
	\$375,124.68	\$1,055,082.51	(\$159,558.70)	(\$109,738.00)	\$389,384.00	\$405,039.55	\$420,283.09	\$435,806.50
Projected Revenues			\$1,040,325.31	\$1,319,100.00	\$1,438,000.00	\$1,466,760.00	\$1,496,095.20	\$1,526,017.10
Projected Expenditures			(\$1,199,884.01)	(\$1,428,838.00)	(\$1,048,616.00)	(\$1,061,720.45)	(\$1,075,812.11)	(\$1,090,210.61)
Capital Projects			(\$14,023.38)	(\$16,000)	(\$25,000.00)	(\$25,000.00)	(\$25,000.00)	(\$25,000.00)
Loan - Principal payment			(\$331,825.06)	(\$326,396.00)	(\$377,095.44)	(\$336,303.00)	(\$341,369.00)	(\$346,511.00)
Actual adjustment to fund balance 6/30	\$375,124.68	\$1,055,082.51						
Projected adjustment to fund balance at end of FY			(\$491,383.76)	(\$436,134.00)	\$12,288.56	\$68,736.55	\$78,914.09	\$89,295.50
Actual fund balance 6/30	\$2,037,629.23	\$3,092,711.74						
Projected fund balance at end of FY			\$2,601,327.98	\$2,656,577.74	\$2,668,866.30	\$2,737,602.85	\$2,816,516.94	\$2,905,812.44
WTP Loan Interest Payment					(\$686.73)			
WTP Loan Principal Payment					(\$45,782.44)			
WWTF Loan Interest Payment					(\$108,841.64)	(\$103,851.07)	(\$98,785.34)	(\$93,643.30)
WWTF Loan Principal Payment					(\$331,313.00)	(\$336,303.00)	(\$341,369.00)	(\$346,511.00)
Capital Funds Returned to Fund	\$21,707.06	\$486,645.88	\$1,977.00					
Corrected Actual Revenues w/o Cap Project Returns	\$1,384,894.74	\$1,515,340.64	\$1,038,348.31					
Fund Balance w/o Cap Project Returns	\$2,015,922.17	\$2,606,065.86	\$2,599,350.98					
Sales Tax Revenues	\$928,250.93	\$1,055,472.88	\$641,239.90					
Rates & Fees Revenues	\$448,877.15	\$453,258.21	\$393,430.41					
Interest on Investments	\$4,311.00	\$4,241.00	\$0.00					
State PERS Relief	\$3,455.64	\$2,368.55	\$0.00					
Other Revenues	\$21,707.08	\$486,645.88	\$3,678.00					
Totals	\$1,406,601.80	\$2,001,986.52	\$1,038,348.31					
Totals minus Other	\$1,384,894.72	\$1,515,340.64	\$1,034,670.31					

YTD Updated 5/27/25