



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

July 2, 2025
1:00 pm

-
- I. CALL TO ORDER
 - II. ROLL CALL
 - III. APPROVAL OF AGENDA
 - IV. APPROVAL OF MINUTES OF PRECEDING MEETINGS
 - A. Regular Meeting: June 4, 2025
 - V. STAFF REPORT
 - A. TSW Supervisor (Amanda Fleming)
 - B. MSB Engineer (Mike Campfield)
 - VI. AUDIENCE PARTICIPATION
 - VII. UNFINISHED BUSINESS

- A. Service Area Rule & Rate Changes
- B. Public Input Meeting – Date TBD

VIII. NEW BUSINESS

IX. COMMENTS FROM THE BOARD

X. NEXT MEETING

- A. Regular Meeting: August 6, 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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June 4, 2025
1:01pm-1:32pm

I. CALL TO ORDER

This regular meeting of the Talkeetna Sewer & Water Board for Service Area No. 36 was held on Wednesday, June 4, 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 Drew Haag.

II. ROLL CALL

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

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

Also in attendance:

Chad Fry, O&M Division Manager

III. APPROVAL OF AGENDA

Motion to adopt the agenda by Jane Steere. Seconded by Ryan Sheldon.

No changes, agenda approved as presented.

IV. APPROVAL OF MINUTES OF PRECEDING MEETINGS

A. Regular Meeting:

Minutes for the May 7, 2025, regular meeting were reviewed by the Board.
Motion to approve the minutes by Jane. Seconded by Ryan.

No objections, minutes approved as presented.

V. STAFF REPORT

A. TSW Supervisor (Amanda Fleming)

- WW discharging for one month, May samples came back within parameters, June samples at the lab 6/3/25, plan to stop discharging during July
- Consumer Confidence Report went in the mail with statements, posted on bulletin boards, on the MSB website and sent to TCCI – no compliance issues noted but added information about the lead service line inventory

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

- Water Condition Assessment project has started. Sub-contractor potholed three locations within the service area to test corrosivity of the soil around the mainlines. Kenwave will be on-site June 15-28th to assess the wall thickness of the distribution piping.
- Amanda, Mike C. and Chad will be meeting with a couple different departments within ADEC to discuss on-site sludge disposal. This would include permitting then land application.
- Land negotiations are still ongoing with ARRC, State of Alaska, and a private property owner in East Talkeetna. Part of the funding TSW has received for upgrades requires work to be completed on property owned by the MSB so ideally the new headworks and storage tank would be built on MSB owned land.

C. MSB Sales and Excise Tax Specialist (Ally Egbert)

- Last three years of sales tax revenues has been ~\$1,000,000; 2025 is projected to be similar
- Currently 105 businesses reporting, 17 exempted businesses
- Compliance is difficult given remote location and general knowledge about the sales tax; improving access to information, registration requirement like bed and tobacco tax (this would require changing code), increasing site visits, and encouraging online filing and payments

- New self-reporting tax website
- Changes; improving the annual tax-exempt renewal process, creating an info pamphlet, streamlining short-term/pop up booths

VI. AUDIENCE PARTICIPATION

- A. None

VII. UNFINISHED BUSINESS

- A. **Service Area Rule & Rate Changes** – MSB website has been updated to include the new Rules in addition to viewing the current rules. Grease trap requirement letter will be sent out to businesses this month.
- B. **Public Input Meeting** – no update
- C. **Budget Preparations for FY26** – Assembly has adopted the budget and TSW did not see any changes to what has been presented at TSWB.

Motion by Jane to remove this topic from Unfinished Business and have the budget report included as a supplemental document instead. Ryan seconded.

No objections, approved.

VIII. NEW BUSINESS

- A. None

IX. COMMENTS FROM THE BOARD

- A. None

X. NEXT MEETING

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

XI. ADJOURNMENT

Motion to adjourn the meeting by Jane. Seconded by Ryan.
Meeting adjourned at 1:32pm.

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	16423.72	117%	15000.00	7%
	Totals		35110.57	14909.41	17377.02	14000.00	16423.72	117%	15000.00	7%
Water & Sewer Fees	349.100	Water Charges	182714.42	223515.49	233774.78	220000.00	220327.53	100%	230000.00	5%
	349.500	Sewer Charges	178824.03	185311.48	190849.01	185000.00	195722.28	106%	190000.00	3%
	Totals		361538.45	408826.97	424623.79	405000.00	416049.81	103%	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	645755.54	72%	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	646327.34	72%	1000000.00	11%
Rev Totals			2202242.36	1406601.80	2001986.52	1319100.00	1084455.87	82%	1438000.00	9%
Expenses										
Salaries & Wages	411.100	Permanent Wages	219932.43	248980.02	288288.20	282320.00	274199.99	97%	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	5132.67	34%	15000.00	0%
	Totals		240501.45	268786.23	295155.26	297320.00	279332.66	94%	280336.00	-6%
Benefits	412.100	Insurance Contrib	60172.00	74953.00	94785.00	103500.00	91687.50	89%	99000.00	-4%
	412.190	Life Insurance	355.13	411.82	494.30	493.00	437.17	89%	429.00	-13%

		1443.64	1612.11	1770.69	1784.00	1676.09	94%	1593.00	-11%
412.200 Unemployment Contrib									
412.300 Medicare		3502.23	3830.64	4104.15	4311.00	3847.30	89%	3847.00	-11%
412.400 Retirement Contrib. - DB Plan		20137.16	9648.71	5946.04	79563.00	4534.67	6%	71003.00	-11%
412.410 PERS Tier IV - DC Plan		34389.35	42990.09	49481.02	0.00	42056.83	#DIV/0!	0.00	#DIV/0!
412.411 PERS Tier IV - Health Plan		2047.65	2537.41	2800.44	0.00	2115.11	#DIV/0!	0.00	#DIV/0!
412.412 PERS Tier IV - HRA		4635.99	6243.35	7603.89	0.00	6859.16	#DIV/0!	0.00	#DIV/0!
412.413 PERS Tier IV - OD&D		591.92	694.28	831.62	0.00	611.62	#DIV/0!	0.00	#DIV/0!
412.600 Workers Compensation		14248.39	16257.12	12204.30	11231.00	11414.06	102%	12312.00	10%
412.700 Sbs Contribution		14732.95	16471.23	18073.93	18226.00	17096.31	94%	16265.00	-11%
Totals		156256.41	175649.76	198095.38	219108.00	182335.82	83%	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	4626.40	308%	3500.00	133%
Totals		2785.88	895.88	714.75	1500.00	4626.40	308%	3500.00	133%
Communications									
421.100 Communication Network Services		24280.01	25500.15	22453.48	28750.00	26747.57	93%	21437.00	-25%
421.200 Postage		1121.36	1363.68	1361.76	1500.00	1497.60	100%	1500.00	0%
Totals		25401.37	26863.83	23815.24	30250.00	28245.17	93%	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	45304.29	86%	50000.00	-5%
424.500 Garbage Pickups		72.00	278.97	4.00	500.00	34.00	7%	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	47003.83	86%	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	3879.50	129%	3000.00	0%
426.600 Computer Software/Online Services		1886.80	2184.06	2358.61	3750.00	5947.33	159%	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	9852.28	36%	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	15619.78	78%	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	15911.67	69%	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	5123.00	26%	10000.00	-50%
	429.900 Other Contractual	55430.16	64909.60	60492.00	75000.00	44158.87	59%	17500.00	-77%
	Totals	70674.16	77021.40	69138.00	100000.00	51732.08	52%	31650.00	-68%
Office Supplies									
	430.100 Office Supplies	0.00	713.67	138.88	1000.00	379.85	38%	500.00	-50%
	Totals	0.00	713.67	138.88	1000.00	379.85	38%	500.00	-50%
Maintenance Supplies									
	431.100 Vehicle Maint Supplies	2400.00	1222.51	623.20	2400.00	1581.06	66%	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	30136.06	151%	22500.00	13%
	431.400 Grounds Maint Supplies	0.00	0.00	744.00	0.00	6121.39	#DIV/0!	2000.00	#DIV/0!
	431.900 Other Maint. Supplies	960.19	148.36	1300.11	1000.00	4602.00	460%	20000.00	1900%
	Totals	24115.89	22915.15	21569.10	23600.00	44518.51	189%	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	4212.65	38%	8000.00	-27%
	Totals	7164.50	6907.26	5872.25	11204.00	4712.65	42%	8250.00	-26%
Misc Supplies									
	433.100 Personnel Supplies	498.30	942.84	661.20	1000.00	1927.93	193%	1000.00	0%
	433.110 Clothing	720.76	706.22	554.58	1000.00	1363.83	136%	1000.00	0%
	433.120 Tools	921.92	754.66	702.22	1500.00	1447.82	97%	1000.00	-33%
	433.200 Medical Supplies	0.00	25.33	170.97	500.00	77.49	15%	250.00	-50%
	433.900 Other Supplies	40484.43	44948.15	34758.28	38500.00	29759.69	77%	20000.00	-48%
	Totals	42625.41	47377.20	36847.25	42500.00	34576.76	81%	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	14712.67	74%	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	15812.66	70%	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	1269378.71	89%	1048616.00	-27%
Net Totals		1450377.89	375124.68	1055082.51	-109738.00	-184922.84	169%	389384.00	-455%

YTD Updated 7/2/25

	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	\$1,084,455.87	\$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)	(\$1,269,378.71)	(\$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	(\$184,922.84)	(\$109,738.00)	\$389,384.00	\$405,039.55	\$420,283.09	\$435,806.50
Projected Revenues			\$1,084,455.87	\$1,319,100.00	\$1,438,000.00	\$1,466,760.00	\$1,496,095.20	\$1,526,017.10
Projected Expenditures			(\$1,269,378.71)	(\$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			(\$516,747.90)	(\$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			\$2,575,963.84	\$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	\$1,082,478.87					
Fund Balance w/o Cap Project Returns	\$2,015,922.17	\$2,606,065.86	\$2,573,986.84					
Sales Tax Revenues	\$928,250.93	\$1,055,472.88	\$646,327.34					
Rates & Fees Revenues	\$448,877.15	\$453,258.21	\$432,473.53					
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	\$1,082,478.87					
Totals minus Other	\$1,384,894.72	\$1,515,340.64	\$1,078,800.87					

YTD Updated 7/2/25