



MATANUSKA-SUSITNA BOROUGH
TALKEETNA SEWER & WATER BOARD
for
SERVICE AREA NO. 36

Andrew Haag, Chair
James Kellard

Jane Steere, Vice Chair

Ryan Sheldon
Vacant

MINUTES

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
1:12pm-1:35pm

I. CALL TO ORDER

This regular meeting of the Talkeetna Sewer & Water Board for Service Area No. 36 was held on Wednesday, July 2, 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 1:12pm 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 arrived late
Mr. James Kellard – absent

III. APPROVAL OF AGENDA

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

No changes, agenda approved as presented.

IV. APPROVAL OF MINUTES OF PRECEDING MEETINGS

A. Regular Meeting:

Minutes for the June 4, 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)

- June WW discharge met compliance. WW treatment plant shutdown for July; ponds were drawn down in June to prepare for that.
- Sludge pumping will occur this fall with Shamrock Septic; vendor was selected through the bidding process this year.
- Hydrant maintenance started, which includes painting.
- Found a leak on a Customer service that will be repaired this fall to minimize impacts to business operations.
- Water condition assessment provided operators the opportunity to access valves – several valves under the gravel roadways will be raised closer to grade for easier access in the future. Located several hydrant valves that had not previously been located before as well.
- Final reports from the water condition assessment will come in September. Approximately 15,000 linear feet were assessed; this data will be used to estimate the rest of the main lines life expectancy.
- Fiscal year final close out is still wrapping up and new fiscal year has barely started.
- Next month starts the new rate structure; test billing has indicated increased revenues during the summer months with increased consumption and a slight decrease in revenues during winter months because of decreased consumption and lower base rates. June statements had a bill message reminding Customers of the new rule and rate changes. Businesses required to install grease traps will receive separate communication regarding the rule change and next steps.

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

- Land negotiations are still ongoing with ARRC, State of Alaska, and a private property owner in East Talkeetna. MSB Land Management is taking the lead on the acquisition. The water project is in a holding pattern until we have a confirmed site.

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

Motion by Jane to remove this topic from Unfinished Business. Seconded by Ryan.

No objections, approved.

VIII. NEW BUSINESS

A. None

IX. COMMENTS FROM THE BOARD

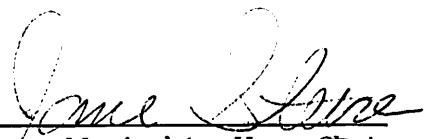
A. Ryan Sheldon – Inquired about preferred meeting procedures for the Borough; Robert's or Mason Rules. The Borough standard is Robert's Rules.

X. NEXT MEETING

A. Regular Meeting: August 6, 2025, 1:00pm, Talkeetna Public Library & Teams

XI. ADJOURNMENT

Meeting adjourned at 1:35pm.



Mr. Andrew Haag, Chair
MS. Jane Seere
co-chair

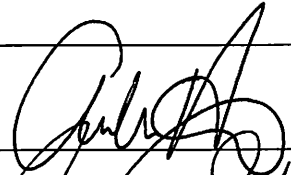
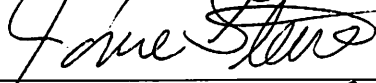
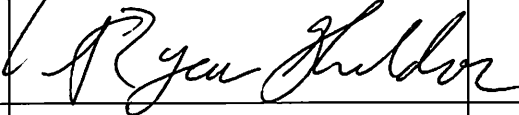
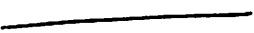
ATTESTED:



Ms. Amanda Fleming, Board Administrative Support

7/2/25
Date

Talkeetna Sewer & Water Board for Service Area No. 36
BOARD SIGN-IN SHEET

VOTING MEMBER	SIGNATURE	PHONE NUMBER	EMAIL
Andrew Haag		(907) 355-4808	drew@abovealaska.com
Jane Steere		(907) 414-9450	jsste@mtaonline.net
Ryan Sheldon		(907) 947-6678	ryansheldon99@gmail.com
James Kellard	Absent	(907) 355-1981	tkajim@icloud.com
Vacant			

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