



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 Warm Storage Building
25150 S Comsat Road
Talkeetna, AK 99676

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

January 7, 2026
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: December 3, 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. Land Acquisition for New Headworks and Storage Tank Project

VIII. NEW BUSINESS

IX. COMMENTS FROM THE BOARD

X. NEXT MEETING

A. Regular Meeting: February 4, 2026, 1:00 pm, Talkeetna Warm Storage & Teams

XI. ADJOURNMENT



MATANUSKA-SUSITNA BOROUGH TALKEETNA SEWER & WATER BOARD

for
SERVICE AREA NO. 36

Andrew Haag, Chair
James Kellard

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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

December 3, 2025
1:00pm-1:31pm

I. CALL TO ORDER

This regular meeting of the Talkeetna Sewer & Water Board for Service Area No. 36 was held on Wednesday, December 3, 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 1:00pm by Andrew 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 joined via Teams at 1:02pm
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 Jane Steere. Seconded by James Kellard.

No objections, agenda approved as presented.

IV. APPROVAL OF MINUTES OF PRECEDING MEETINGS

A. Regular Meeting:

Minutes for the November 5, 2025, regular meeting were reviewed by the Board. Motion to approve the minutes by Jane. Seconded by James.

No objections, minutes approved as presented.

V. STAFF REPORT

A. TSW Supervisor (Amanda Fleming)

- Mike Foster passed his Water Distribution exam; provisionally certified for everything but Water Treatment. He will be promoted to from Laborer to Technician in the spring and will not be eligible to be a Specialist for at least two years.
- Talkeetna WW Lagoon inspection with ADEC the week of Thanksgiving. Inspection went well. The Quality Assurance Project Plan will be updated in coordination with ADEC; last update was 2018. The inspector was aware that the Utility would like to terminate the current Compliance Order by Consent (COBC). Final inspection is expected in the next 30-60 days.
- Production numbers were presented for 2025 for wellhouse, treatment plant, metered billing, G St lift station and the wastewater treatment.
- FY27 Budget planning is in full swing. Expected increases include cost for heating oil, chemicals, communication services, electricity. There are several things built within the budget that O&M staff does not manage such as payroll, benefits, insurance, and audits.
 - *Amanda will follow up with Layla regarding insurance and accurate property valuation.*

B. MSB Engineer (Mike Campfield) – not present.

VI. AUDIENCE PARTICIPATION

A. None.

VII. UNFINISHED BUSINESS

A. **Service Area Rule & Rate Changes** – no update.

- B. **Land Acquisition for New Headworks and Storage Tank Project** – State level staffing changes are in progress; new Senator was just appointed. Ryan Sheldon will reach out to them once they get settled.
- C. **Board Vacancies** – Jane appointed to new seat; resigned old seat. Drew and James will need to renew at the end of 2026.

Motion to remove Board Vacancies from Unfinished Business by Jane. Seconded by James. No objections, motion passed.

VIII. NEW BUSINESS

- A. **2026 Meeting Schedule** – Meeting dates were presented for the first Wednesday of every month at 1:00PM. No requested changes to day/time. Board discussed option to move meetings to the Talkeetna Warm Storage office due to recent meeting space issues at the Talkeetna Library.

Motion to approve the 2026 Meeting Schedule as presented, to include moving meetings to the Talkeetna Warm Storage. Seconded by James. No objections, motion passed.

IX. COMMENTS FROM THE BOARD

- A. None.

X. NEXT MEETING

- A. Regular Meeting: January 7, 2025, 1:00pm, Talkeetna Warm Storage & Teams

XI. ADJOURNMENT

Motion to adjourn made by James. Seconded by Jane.

No objections, meeting adjourned at 1:31pm.

Mr. Andrew Haag, Chair

ATTESTED:

Ms. Amanda Fleming, Board Administrative Support

DRAFT

Category	Account	Account Description	FY22 Actual	FY23 Actual	FY24 Actual	FY25 YTD	FY26 Adopted	FY26 YTD	% Used	FY27 Proposed	% Change
Revenues											
Other State Revenue	337.800	State PERS Relief	12366.41	3455.64	2368.55	5129.57	0.00	0.00	#DIV/0!	0.00	#DIV/0!
	Totals		12366.41	3455.64	2368.55	5129.57	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	421.90	#DIV/0!	0.00	#DIV/0!
	Totals		0.00	0.00	7210.65	0.00	0.00	421.90	#DIV/0!	0.00	#DIV/0!
Sanitation/Septage Fees	344.500	Water & Sewer Fees	35110.57	14909.41	17377.02	16423.72	15000.00	2964.50	20%	0.00	-100%
	Totals		35110.57	14909.41	17377.02	16423.72	15000.00	2964.50	20%	0.00	-100%
Water & Sewer Fees	349.100	Water Charges	182714.42	223515.49	233774.78	219288.11	230000.00	152945.81	66%	0.00	-100%
	349.500	Sewer Charges	178824.03	185311.48	190849.01	195782.28	190000.00	91769.52	48%	0.00	-100%
	Totals		361538.45	408826.97	424623.79	415070.39	420000.00	244715.33	58%	0.00	-100%
Interest Earnings	361.100	Interest On Investments	1625.00	4311.00	4241.00	4157.00	3000.00	0.00	0%	0.00	-100%
	Totals		1625.00	4311.00	4241.00	4157.00	3000.00	0.00	0%	0.00	-100%
Transfer From Other Funds	367.300	Grant Projects	756926.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	#DIV/0!
	367.400	Capital Projects	0.00	21707.08	486645.88	1977.00	0.00	134209.73	#DIV/0!	0.00	#DIV/0!
	Totals		756926.00	21707.08	486645.88	1977.00	0.00	134209.73	#DIV/0!	0.00	#DIV/0!
Other Revenue Sources	369.100	Miscellaneous	0.00	22080.77	4046.75	4632.00	0.00	41401.00	#DIV/0!	0.00	#DIV/0!
	Totals		0.00	22080.77	4046.75	4632.00	0.00	41401.00	#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	0.00	#DIV/0!	0.00	#DIV/0!
	Totals		0.00	3060.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	#DIV/0!
Sales Tax	313.200	Sales Tax	1034603.38	928220.93	1055412.88	1028485.69	1000000.00	490786.96	49%	0.00	-100%
	313.250	Sales Tax Penalty & Interest	72.55	30.00	60.00	2070.48	0.00	3516.36	#DIV/0!	0.00	#DIV/0!
	Totals		1034675.93	928250.93	1055472.88	1030556.17	1000000.00	494303.32	49%	0.00	-100%
Rev Totals			2202242.36	1406601.80	2001986.52	1477945.85	1438000.00	918015.78	64%	0.00	-100%
Expenses											
Salaries & Wages	411.100	Permanent Wages	219932.43	248980.02	288288.20	286466.49	265336.00	117885.43	44%	0.00	-100%
	411.300	Overtime Wages	11458.91	10995.84	6867.06	5702.87	15000.00	2950.77	20%	15000.00	0%
	Totals		240501.45	268786.23	295155.26	292169.36	280336.00	120836.20	43%	15000.00	-95%
Benefits	412.100	Insurance Contrib	60172.00	74953.00	94785.00	103500.00	99000.00	45088.28	46%	0.00	-100%
	412.190	Life Insurance	355.13	411.82	494.30	459.14	429.00	195.44	46%	0.00	-100%
	412.200	Unemployment Contrib	1443.64	1612.11	1770.69	1752.57	1593.00	725.47	46%	0.00	-100%
	412.300	Medicare	3502.23	3830.64	4104.15	4021.10	3847.00	1682.34	44%	0.00	-100%
	412.400	Retirement Contrib. - DB Plan	20137.16	9648.71	5946.04	9859.74	71003.00	10.97	0%	0.00	-100%
	412.410	PERS Tier IV - DC Plan	34389.35	42990.09	49481.02	48016.67	0.00	19284.95	#DIV/0!	0.00	#DIV/0!

412.411 PERS Tier IV - Health Plan	2047.65	2537.41	2800.44	2213.86	0.00	1039.56	#DIV/0!	0.00	#DIV/0!
412.412 PERS Tier IV - HRA	4635.99	6243.35	7603.89	7179.77	0.00	3396.02	#DIV/0!	0.00	#DIV/0!
412.413 PERS Tier IV - OD&D	591.92	694.28	831.62	640.09	0.00	290.16	#DIV/0!	0.00	#DIV/0!
412.600 Workers Compensation	14248.39	16257.12	12204.30	11947.69	12312.00	5606.25	46%	0.00	-100%
412.700 Sbs Contribution	14732.95	16471.23	18073.93	17878.06	16265.00	7412.39	46%	0.00	-100%
Totals	156256.41	175649.76	198095.38	207468.69	204449.00	84731.83	41%	0.00	-100%
Expenses Within Borough									
413.100 Mileage - Within Borough	0.00	0.00	0.00	61.60	400.00	0.00	0%	400.00	0%
413.300 Exp Allowance-Within Boro	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	#DIV/0!
Totals	0.00	0.00	0.00	61.60	400.00	0.00	0%	400.00	0%
Expenses Outside Of Boro									
414.200 Exp Reimb- Outside Boro	2785.88	895.88	714.75	4626.40	3500.00	3353.00	96%	3500.00	0%
Totals	2785.88	895.88	714.75	4626.40	3500.00	3353.00	96%	3500.00	0%
Communications									
421.100 Communication Network Services	24280.01	25500.15	22453.48	27294.30	21436.80	13549.21	63%	28000.00	31%
421.200 Postage	1121.36	1363.68	1361.76	1639.34	1500.00	1358.63	91%	2000.00	33%
Totals	25401.37	26863.83	23815.24	28933.64	22936.80	14907.84	65%	30000.00	31%
Advertising									
422.000 Advertising	184.30	0.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	#DIV/0!
Totals	184.30	0.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	#DIV/0!
Printing									
423.000 Printing	264.00	628.75	914.50	494.89	500.00	182.96	37%	500.00	0%
Totals	264.00	628.75	914.50	494.89	500.00	182.96	37%	500.00	0%
Utilities - Building Oprtns									
424.100 Electricity	47095.71	45737.21	46913.61	49575.40	50000.00	21647.06	43%	55000.00	10%
424.500 Garbage Pickups	72.00	278.97	4.00	34.00	100.00	34.00	34%	100.00	0%
424.600 Heating Fuel-Oil	1088.81	1249.58	1259.63	1665.54	1500.00	359.97	24%	2600.00	73%
Totals	48256.52	47265.76	48177.24	51274.94	51600.00	22041.03	43%	57700.00	12%
Rental/Lease									
425.300 Equipment Rental	0.00	0.00	0.00	0.00	5000.00	0.00	0%	5000.00	0%
Totals	0.00	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	3879.50	3000.00	1072.25	36%	3000.00	0%
426.600 Computer Software/Online Services	1886.80	2184.06	2358.61	6174.13	5800.00	4514.17	78%	6400.00	10%
426.700 Occupational Health	200.00	234.01	0.00	397.45	500.00	335.00	67%	500.00	0%
426.900 Other Professional Chgs	3712.44	9206.30	20052.50	0.00	20000.00	0.00	0%	20000.00	0%
Totals	10550.24	14806.87	25656.86	10451.08	29300.00	5921.42	20%	29900.00	2%
Insurance & Bond									
427.100 Property Insurance	25219.98	29268.03	33751.23	27599.50	32565.00	26062.52	80%	28500.00	-12%
427.500 Liability Insurance	2630.22	2414.69	2848.56	3048.46	3600.00	3594.37	100%	2900.00	-19%
Totals	27850.20	31682.72	36599.79	30647.96	36165.00	29656.89	82%	31400.00	-13%
Maintenance Services									
428.100 Building Maint Services	765.54	253.58	919.62	315.41	60000.00	55692.00	93%	60000.00	0%
428.300 Equipment Maint Services	16306.26	17532.45	19862.43	15637.54	21750.00	12756.62	59%	18500.00	-15%
428.400 Vehicle Maint Services	924.84	0.00	500.00	26.24	1000.00	0.00	0%	1000.00	0%
Totals	17996.64	17786.03	21282.05	15979.19	82750.00	68448.62	83%	79500.00	-4%

Other Contractual										
	429.200 Training Reimb/Conf Fees	2950.00	1800.00	900.00	2726.30	4000.00	575.00	14%	4000.00	0%
	429.210 Training/Instructor Fees	1280.00	0.00	0.00	23.91	150.00	0.00	0%	150.00	0%
	429.710 Testing	11014.00	10311.80	7746.00	5123.00	10000.00	3425.00	34%	10000.00	0%
	429.900 Other Contractual	55430.16	64909.60	60492.00	44199.57	17500.00	2201.35	13%	17500.00	0%
	Totals	70674.16	77021.40	69138.00	52072.78	31650.00	6201.35	20%	31650.00	0%
Office Supplies										
	430.100 Office Supplies	0.00	713.67	138.88	403.35	500.00	408.45	82%	500.00	0%
	Totals	0.00	713.67	138.88	403.35	500.00	408.45	82%	500.00	0%
Maintenance Supplies										
	431.100 Vehicle Maint Supplies	2400.00	1222.51	623.20	2425.72	3500.00	1314.20	38%	2500.00	-29%
	431.200 Building Maint Supplies	0.00	0.00	367.10	2078.00	500.00	866.95	173%	750.00	50%
	431.300 Equipment Maint Supplies	20755.70	21544.28	18534.69	34601.64	22500.00	12545.03	56%	22500.00	0%
	431.400 Grounds Maint Supplies	0.00	0.00	744.00	6121.39	2000.00	444.59	22%	2000.00	0%
	431.900 Other Maint. Supplies	960.19	148.36	1300.11	4886.52	20000.00	23177.35	116%	25000.00	25%
	Totals	24115.89	22915.15	21569.10	50113.27	48500.00	38348.12	79%	52750.00	9%
Fuel/Oil-Vehicle Use										
	432.100 Oil & Lubricants	0.00	0.00	161.51	500.00	250.00	307.78	123%	250.00	0%
	432.200 Gas	7164.50	6907.26	5710.74	4711.87	8000.00	2824.16	35%	8000.00	0%
	Totals	7164.50	6907.26	5872.25	5211.87	8250.00	3131.94	38%	8250.00	0%
Misc Supplies										
	433.100 Personnel Supplies	498.30	942.84	661.20	1988.31	1000.00	841.64	84%	1000.00	0%
	433.110 Clothing	720.76	706.22	554.58	1668.13	1000.00	130.50	13%	1000.00	0%
	433.120 Tools	921.92	754.66	702.22	2171.41	1000.00	2615.30	262%	1500.00	50%
	433.200 Medical Supplies	0.00	25.33	170.97	77.49	250.00	0.00	0%	250.00	0%
	433.900 Other Supplies	40484.43	44948.15	34758.28	30050.78	20000.00	1385.28	7%	20000.00	0%
	Totals	42625.41	47377.20	36847.25	35956.12	23250.00	4972.72	21%	23750.00	2%
Equipment Under \$25,000										
	434.000 IT Equipment under \$25,000	2606.00	0.00	0.00	1099.99	4500.00	3111.99	69%	1600.00	-64%
	434.100 Other Equip under \$25,000	24099.98	19431.59	814.49	14712.67	20000.00	0.00	0%	20000.00	0%
	Totals	31545.61	19431.59	814.49	15812.66	24500.00	3111.99	13%	21600.00	-12%
Loan Payments										
	442.200 Loan Pymnts-Interest	1191.89	1060.02	927.97	435558.92	109447.00	109243.49	100%	103851.07	-5%
	Totals	1191.89	1060.02	927.97	435558.92	109447.00	109243.49	100%	103851.07	-5%
Intra Govern/Recov Expens										
	443.210 Administration-Admin/Audi	2500.00	2625.00	2756.00	2894.00	3024.00	3024.00	100%	3050.00	1%
	443.260 IT - Admin & Audit	1500.00	1575.00	25969.00	16997.00	18960.00	18960.00	100%	19100.00	1%
	443.280 Finance - Admin & Audit	36000.00	37765.00	37504.00	42480.00	33160.00	33160.00	100%	33500.00	1%
	443.290 Legal - Admin & Audit	4500.00	4720.00	4956.00	5204.00	5438.00	5438.00	100%	5500.00	1%
	Totals	44500.00	46685.00	71185.00	67575.00	60582.00	60582.00	100%	61150.00	1%
Capital Project Transfers										
	446.700 Tfr415/425/430/435/440/47	0.00	225000.00	90000.00	16000.00	25000.00	25000.00	100%	85000.00	240%
	Totals	0.00	225000.00	90000.00	16000.00	25000.00	25000.00	100%	85000.00	240%
Exp Totals		751864.47	1031477.12	946904.01	1320811.72	1048615.80	601079.85	57%	641401.07	-39%
Net Totals		1450377.89	375124.68	1055082.51	157134.13	389384.20	316935.93	81%	-641401.07	-265%

	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Actual	FY25 To Date	FY26 To Date	FY26 Adopted	FY27 Projected	FY28 Projected	FY29 Projected
Total Revenues	\$538,100.78	\$1,460,772.84	\$1,061,549.06	\$989,254.36	\$2,202,242.36	\$1,406,601.80	\$2,001,986.52	\$1,477,945.85	\$918,015.78	\$1,438,000.00	\$1,466,760.00	\$1,496,095.20	\$1,526,017.10
Total Expenditures	(\$315,567.96)	(\$362,107.71)	(\$1,892,244.11)	(\$808,145.68)	(\$751,864.47)	(\$1,031,477.12)	(\$946,904.01)	(\$1,320,811.72)	(\$601,079.85)	(\$1,048,615.80)	(\$1,061,803.31)	(\$1,075,896.62)	(\$1,090,296.81)
	\$222,532.82	\$1,098,665.13	(\$830,695.05)	\$181,108.68	\$1,450,377.89	\$375,124.68	\$1,055,082.51	\$157,134.13	\$316,935.93	\$389,384.20	\$404,956.69	\$420,198.58	\$435,720.30
Projected Revenues									\$918,015.78	\$1,438,000.00	\$1,466,760.00	\$1,496,095.20	\$1,526,017.10
Projected Expenditures								(\$1,320,811.72)	(\$601,079.85)	(\$1,048,615.80)	(\$1,061,803.31)	(\$1,075,896.62)	(\$1,090,296.81)
Capital Projects								(\$14,023.38)	(\$18,130.00)	(\$25,000.00)	(\$25,000.00)	(\$25,000.00)	(\$25,000.00)
Loan - Principal payment								(\$337,254.06)	(\$331,313.00)	(\$336,823.50)	(\$336,303.00)	(\$341,369.00)	(\$346,511.00)
Actual adjustment to fund balance 6/30	\$222,532.82	\$1,098,665.13	(\$830,695.05)	\$181,108.68	\$1,450,377.89	\$375,124.68	\$1,055,082.51						
Projected adjustment to fund balance at end of FY								(\$180,119.93)	(\$14,377.07)	\$52,560.70	\$68,653.69	\$78,829.58	\$89,209.30
Actual fund balance 6/30	(\$236,952.10)	\$861,713.03	\$31,017.98	\$212,126.66	\$1,662,504.55	\$2,037,629.23	\$3,092,711.74						
Projected fund balance at end of FY								\$2,912,591.81	\$2,898,214.74	\$2,965,152.51	\$3,033,806.20	\$3,112,635.78	\$3,201,845.08
WTP Loan Interest Payment										(\$605.30)			
WTP Loan Principal Payment										(\$5,510.50)			
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	\$0.00	\$0.00	\$0.00	\$0.00	\$756,926.00	\$21,707.08	\$486,645.88	\$1,977.00	\$134,209.73				
Corrected Actual Revenues w/o Cap Project Returns	\$538,100.78	\$1,460,772.84	\$1,061,549.06	\$989,254.36	\$1,445,316.36	\$1,384,894.72	\$1,515,340.64	\$1,475,968.85	\$783,806.05				
Fund Balance w/o Cap Project Returns	(\$236,952.10)	\$861,713.03	\$31,017.98	\$212,126.66	\$905,578.55	\$2,015,922.15	\$2,606,065.86	\$2,910,614.81	\$2,764,005.01				
Sales Tax Revenues	\$163,591.04	\$1,083,732.41	\$667,123.68	\$596,972.98	\$1,034,675.93	\$928,250.93	\$1,055,472.88	\$1,030,556.17	\$494,303.32				
Rates & Fees Revenues	\$369,539.27	\$372,417.83	\$387,724.13	\$378,257.49	\$396,649.02	\$448,877.15	\$453,258.21	\$431,494.11	\$247,679.83				
Interest on Investments	\$146.00	\$221.00	\$499.00	\$258.00	\$1,625.00	\$4,311.00	\$4,241.00	\$4,157.00	\$0.00				
State PERS Relief	\$1,533.47	\$4,401.60	\$6,202.25	\$13,765.89	\$12,366.41	\$3,455.64	\$2,368.55	\$5,129.57	\$0.00				
Other Revenues	\$3,291.00	\$0.00	\$0.00	\$0.00	\$756,926.00	\$21,707.08	\$486,645.88	\$4,632.00	\$41,401.00				
Totals	\$538,100.78	\$1,460,772.84	\$1,061,549.06	\$989,254.36	\$2,202,242.36	\$1,406,601.80	\$2,001,986.52	\$1,475,968.85	\$783,384.15				
Totals minus Other	\$534,809.78	\$1,460,772.84	\$1,061,549.06	\$989,254.36	\$1,445,316.36	\$1,384,894.72	\$1,515,340.64	\$1,471,336.85	\$741,983.15				

YTD Updated 1/7/26