

# City of Anderson

P.O. Box 3100 - Anderson, Alaska 99744  
Phone (907) 582-2500 – FAX (907) 582-2496  
coaclerk@mtaonline.net



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**CITY OF ANDERSON, ALASKA  
CITY COUNCIL MEETING MINUTES REGULAR SESSION  
ANDERSON CITY HALL, COUNCIL CHAMBERS  
November 12, 2024  
6:00 PM**

## **Call to Order**

Mayor Hammond called the meeting to order at 6:00 pm.

## **Pledge of Allegiance**

## **Roll Call/Establishment of Quorum**

Chantal Hammond yes  
Kay Hockin yes  
Richard Hammond yes by phone  
Jeff Taylor yes  
William Morris yes  
Kyle Fulford yes  
Josh Christensen not present

Mr. Fulford made a motion to excuse Mr. Christensen. Ms. Hockin seconded the motion. All were in favor. Motion passed.

## **Approval of Agenda**

Mayor Hammond asked for three items to be added to the agenda.

1) Election Judges Pay, 2) Removal of Mayor Hammond from the City bank account, and 3) Appointment of Authorized Representative for the November 18, 2024 Special Session.

Ms. Hockin made a motion to add these three items to the agenda. Mr. Fulford seconded the motion. All were in favor. Motion Passed.

## **Approval of Prior Minutes**

Mr. Fulford made a motion to approve the minutes from October 8, 2024. Mr. Morris seconded the motion. All were in favor. Motion passed. Ms. Hockin made a motion to approve the minutes from October 16, 2024. Mr. Fulford seconded the motion. All were in favor. Motion passed.

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## Old Business

### Street Lights

Mayor Hammond had reached out to those working on our lights. They will be starting later this week with the lights we have while looking to purchase more and other parts to address problem lights.

## New Business

### Certify Election Results

Mayor Hammond thanked all the election judges and said it was a great turn out. Many thanks to Mayor Noel and Ms. Renshaw from the Borough and Ms. Terwilliger as we couldn't have done it without all of you. At that time the Clerk, Ms. Hall, election chair, and Mr. Fulford opened and counted the 11 mail in ballots received as well as the two questioned ballots. After adding to the preliminary election results, they did certify the official election results. See attached.

Before moving on there were questions about when the newly elected officials were to be sworn in. Mayor Hammond read the State statute (below) we received from our government representative, Maisie Thomas, which clarified this issue.

Terms of office:

From Title 29:

29.20.230 (c) The regular term of office begins on the **first Monday** following certification of the election, unless a different date is prescribed by charter or ordinance.

29.20.230 (b) The mayor of a second class city is elected by and from the council, and serves until a successor is elected and qualifies. The council of a second class city shall meet on the **first Monday** after certification of the regular election and elect a mayor who takes office immediately.

## Clerk's Resignation/Job Posting

Mayor Hammond read the Clerk's resignation dated October 21, 2024 in which she stated her last day would be November 14, 2024. Mr. Morris made a motion to accept her resignation. Mr. Hammond seconded the motion. All voted yes. Motion passed.

# Mayor's Report

## November 2024

Thank you to all of the election judges for all of their hard work. It was a very long day/evening for them.

Many thanks to Denali Borough Mayor Chris Noel and Clerk Amber Renshaw for their continued support to our City. We truly appreciate all of your guidance this last year and a half.

Shout-out to Deb Terwilliger for coming onboard and her loyalty to the City. We couldn't of done it without you.

# DENALI BOROUGH

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*Chris Noel, Mayor*

## October 2024 Mayor's Report

### Administrative

- Administrative Clerk Salena Mirasole and Finance Clerk Nicole Dalton enrolled in a three-month professional development academy hosted by the National Association of Counties (NACo). The borough once again received a scholarship to offset enrolment costs. Borough and other program alumni have found excellent value in the training received, and we are glad to support our staff on their ongoing professional development journey.
- Tax audits complete- The borough contracted with Alliance CPAs to complete code required tax audits. After selecting operators at random, the auditor worked with two overnight accommodations and one alcohol operator to complete audit requirements. We appreciate the cooperation of our operators in the audit process, concurrent with the end of another summer season.
- Career and Technical Education Meeting- I attended a meeting at the Tri-Valley school regarding the Perkins V career and technical education grant. Principal Gurley walked through the current program and solicited feedback from attendees.
- AML Winter Conference- The Alaska Municipal League Winter Conference is coming, December 9<sup>th</sup>- 13<sup>th</sup>. I encourage our elected and appointed officials to consider attending. Stay tuned for the agenda, and please contact Salena if you have any questions.

### Solid Waste

- NC machinery was able to diagnose and fix an issue preventing the loader from starting. They found a corroded circuit board which prevented the machine from starting. The 2012 loader has ~12,000 hours and we will need to eventually consider a replacement timeline for this key piece of equipment. After at least three trips to the landfill, NC was able to troubleshoot and repair the equipment. In the meantime, having the excavator on-site proved to be valuable, as we were able to keep up on daily cover requirements by loading the rock truck out of the back cover material development area.
- We completed the sale of the D8 Waste Handler through GovDeals. With a final sales price of \$100,000, we didn't receive as much as expected however the machine will stay in state, and hopefully provide many more years of operating life in the private sector. The D6 did not sell during the initial auction, and we subsequently listed and sold it via a live Ritchie Bro's auction in Wasilla, fetching \$25,000.
- Community Cleanup update: The City of Anderson removed 312,000 pounds of refuse from a condemned lot, improving the health and safety of the community. At their September meeting, the Assembly waived \$23,744 in tipping fees, in addition to the \$5,000 I initially waived.

### Land Planning and Community Development

- Working with Design Alaska, we took advantage of other imagery work taking place in the borough and collected aerial imagery of the three areas under consideration for a new borough residential subdivision. Additionally, on our behalf, Design Alaska submitted a request for a wetland determination from the US Army Corps of Engineers (Corps). This administrative determination helps guide the final lot, road, and utility layout. The determination can be a month's prolonged process.

- Panguingue Lignite- We just learned that a contract with Stantec was fruitful, and they were able to perform a wetland delineation on the northern half of Panguingue Lignite subdivision area. Stantec found no wetlands on the northern half of the parcel, providing needed certainty to move forward with a final design. Stantec prioritized the northern half of the site to focus on a potential Phase 1 of the subdivision development.

### Items of Interest

- The Antler Ridge trailhead toilet was cleaned, closed, and locked for the season. By all accounts, this was a successful inaugural year for the borough's first trailhead. Four years ago, this month, the Department of Transportation held an open house to collect feedback on the concept. Field surveys were conducted this year in preparation for the next phase of the project, including an ADA loop to the bluff overlooking Antler Creek, and picnic tables near the parking lot.
- Rural Professional Housing Training- Community Development Director Stephanie Ford and I attended this beneficial training about the Rural Professional Housing Grant Program. Administered by Alaska Housing Finance Corporation, this is a promising opportunity to help construct 1-4 unit housing for healthcare workers, teachers, or first responders including law enforcement and EMS. We'll work with the school district, clinic, and fire department to target this opportunity in future grant cycles. A 15% match is required.
- Parks Highway MP 235 at-grade crossing elimination- We were very pleased to learn that the realignment project was included in the STIP Amendment 1, recently partially accepted by the Federal Highway Administration. Of note, the \$64 million dollar project is included, with estimated construction to occur after 2030. The borough will continue to advocate for this project, including the necessary easement exchange between Denali National Park and Alaska Railroad.
- Emergency Manager Forest Shreeve and I met with Lions Club members at the Otto Lake park to discuss the vaulted toilet project. The club continues to work with Golden Valley Electric Association to drop power, and it will be helpful to coordinate the toilet project in conjunction with other identified improvements.
- Denali Area Airport Planning Study- There is a public meeting to present information about the planning process, and collect feedback and input, October 10<sup>th</sup> at the Tri-Valley Community from 5-7 PM.

### Denali Borough School District

- Congratulations to Superintendent Dan Polta, Alaska Superintendent of the Year 2025. Dan has served as Superintendent since 2015 and has been a tireless advocate for Denali students and staff. He is a dedicated partner in administration, regularly attending Denali Borough Assembly meetings to provide updates on the facilities, staffing, and share out bits of the excellent work happening across the district. Dan represents the Interior Region B on the Alaska Superintendents Association Board and is a trusted resource for other rural districts. Go Dan!
- Work continues to get a second basketball goal installed at the Tri-Valley school outdoor court, before winter sets in. This project is the last piece of the improvements started with a resurfacing the borough took on last year.

### AMLJIA/APEI Merger

- The borough utilizes the Alaska Municipal League Joint Insurance Association (AMLJIA), a shared risk pool of Alaska municipalities and school districts, for insurance coverage and training. The alternative coverage option, Alaska Public Entity Insurance (APEI), and AMLJIA have been working towards a merger for many years. The combined organization will offer expanded services, keeping the staff of the two organizations, but offering the specialties of each to the entire Alaska public entity pool.

Happy Fall. Feel free to call or email me or staff if you have any questions.

- Chris

October 21, 2024

Dear Anderson City Council,

I do hereby resign from my position as City Clerk.

My last day will be November 14, 2024.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Deb Terwilliger', with a long horizontal flourish extending to the right.

Deb Terwilliger

# City of Anderson

## Profit and Loss by Month

### July - September, 2024

	Jul 2024	Aug 2024	Sep 2024	Total
<b>Income</b>				
Borough Income				0.00
Tax Revenue Sharing		36,773.17		36,773.17
<b>Total Borough Income</b>	<b>\$ 0.00</b>	<b>\$ 36,773.17</b>	<b>\$ 0.00</b>	<b>\$ 36,773.17</b>
<b>Departmental</b>				
Building Rental	1,650.00	825.00	2,475.00	4,950.00
Lease Tower	861.83	861.83	1,749.52	3,473.18
Miscellaneous Income	0.77	9.23	22,005.00	22,015.00
Utility Sales Tax			550.37	550.37
<b>Total Departmental</b>	<b>\$ 2,512.60</b>	<b>\$ 1,696.06</b>	<b>\$ 26,779.89</b>	<b>\$ 30,988.55</b>
<b>Enterprise Funds</b>				
AK DMV / DL/MV Commission	3,995.00	5,533.00		9,528.00
Gravel Sales	1,190.00	724.00	724.00	2,638.00
Lagoon Income	45,491.75	5,625.00	7,875.00	58,991.75
Riverside Park Fees			2,111.00	2,111.00
Park Rental Non Taxable	10,270.10	3,460.00	2,381.00	16,111.10
<b>Total Riverside Park Fees</b>	<b>\$ 10,270.10</b>	<b>\$ 3,460.00</b>	<b>\$ 4,492.00</b>	<b>\$ 18,222.10</b>
Sewer Piped Fees	3,508.80	6,597.87	25,841.17	35,947.84
<b>Total Enterprise Funds</b>	<b>\$ 64,455.65</b>	<b>\$ 21,939.87</b>	<b>\$ 38,932.17</b>	<b>\$ 125,327.69</b>
<b>Income</b>				
Services	660.00	202.00	1,000.00	1,862.00
Unapplied Cash Payment Income	-178.30	71.90	0.20	-106.20
<b>Total Income</b>	<b>\$ 67,449.95</b>	<b>\$ 60,683.00</b>	<b>\$ 67,712.26</b>	<b>\$ 195,845.21</b>
<b>Gross Profit</b>	<b>\$ 67,449.95</b>	<b>\$ 60,683.00</b>	<b>\$ 67,712.26</b>	<b>\$ 195,845.21</b>
<b>Expenses</b>				
Bank & Credit Card Charges	65.90	89.20		155.10
Bank Service Charges	19.95	20.80		40.75
Credit card service charge	167.91	360.96		528.87
<b>Total Bank &amp; Credit Card Charges</b>	<b>\$ 253.76</b>	<b>\$ 470.96</b>	<b>\$ 0.00</b>	<b>\$ 724.72</b>
<b>Contract Services</b>				
Accounting Fees	5,095.50	5,000.00	5,000.00	15,095.50
<b>Total Contract Services</b>	<b>\$ 5,095.50</b>	<b>\$ 5,000.00</b>	<b>\$ 5,000.00</b>	<b>\$ 15,095.50</b>
Denali Borough Bed Tax		148.05		148.05
DMV Fees	3,420.00	3,483.50	4,122.00	11,025.50
Dues & Subscriptions		930.59		930.59
Equip Rental and Maintenance	6,629.61	1,947.50		8,577.11
Insurance	28,377.16		3,292.56	31,669.72
Office Supplies	35.81	566.48	2,659.11	3,261.40
Payroll Expenses	153.00	153.00	153.00	459.00
Taxes	693.89	1,022.51	621.63	2,338.03
Wages	8,021.67	12,543.44	7,729.93	28,295.04
<b>Total Payroll Expenses</b>	<b>\$ 8,868.56</b>	<b>\$ 13,718.95</b>	<b>\$ 8,504.56</b>	<b>\$ 31,092.07</b>

# City of Anderson Unpaid Bills Report

	Vendor	Amount	Open balance
Alaska Waste-Denali LLC			
	Alaska Waste-Denali LLC	\$ 349.35	\$ 349.35
<b>Total for Alaska Waste-Denali LLC</b>		<b>\$ 349.35</b>	<b>\$ 349.35</b>
Alpine Plumbing and Heating			
	Alpine Plumbing and Heating	\$ 2,785.00	\$ 2,785.00
<b>Total for Alpine Plumbing and Heating</b>		<b>\$ 2,785.00</b>	<b>\$ 2,785.00</b>
AMLJIA			
	AMLJIA	\$ 3,292.56	\$ 3,292.56
			\$ 3,292.56
			\$ 3,292.56
			\$ 3,292.56
			\$ 3,292.56
			\$ 3,292.56
<b>Total for AMLJIA</b>		<b>\$ 3,292.56</b>	<b>\$ 23,047.96</b>
Carmen Jackson CPA LLC			
	Carmen Jackson CPA LLC		\$ 17,236.50
			\$ 8,682.50
			\$ 7,687.00
			\$ 5,044.00
			\$ 5,270.50
			\$ 4,119.50
			\$ 7,331.50
			\$ 4,480.50
<b>Total for Carmen Jackson CPA LLC</b>		<b>\$ 59,852.00</b>	<b>\$ 59,852.00</b>
GVEA			
	GVEA	\$ 3,371.00	\$ 3,371.00
<b>Total for GVEA</b>		<b>\$ 3,371.00</b>	<b>\$ 3,371.00</b>
Healy NAPA			
	Healy NAPA	\$ 86.00	\$ 86.00
	Healy NAPA	\$ 360.35	\$ 360.35
<b>Total for Healy NAPA</b>		<b>\$ 446.35</b>	<b>\$ 446.35</b>
Nenana Heating			
	Nenana Heating	\$ 3,580.62	\$ 3,580.62
<b>Total for Nenana Heating</b>		<b>\$ 3,580.62</b>	<b>\$ 3,580.62</b>
Our Alaskan Company			
	Our Alaskan Company	\$ 1,979.00	\$ 1,979.00
<b>Total for Our Alaskan Company</b>		<b>\$ 1,979.00</b>	<b>\$ 1,979.00</b>
		<b>\$ 75,655.88</b>	<b>\$ 95,411.28</b>





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## Public Access

Mayor Noel reminded that the Borough Meets here tomorrow night for their November meeting. The Borough is still waiting to pay the City until the FY23 Certified Financial is received. There will be a newly elected officials training on November 20, 2024 and the AML conference is coming up in December. We will also be looking for a Resolution from the City on the renewable energy solar wind farm. Thank you all.

Several people thanked Mayor Hammond and Council for stepping up and helping to pull the City out of a major deficit left from last year.

## Council Comments

Many thanks all around and keep up the good work.

## Adjournment

Mr. Fulford made a motion to adjourn the meeting. Ms. Hockin seconded the motion. All were in favor. Motion passed. Meeting adjourned at 8:05 pm.

  
\_\_\_\_\_  
Kyle Fulford, Vice Mayor

  
\_\_\_\_\_  
Deb Terwilliger, Clerk