

CITY OF ANDERSON
P.O. Box 3100 Anderson, Alaska 99744
Phone (907) 582-2500 | Fax (907) 582-2496
coaclerk2@mtaonline.net

City Council Regular Meeting Minutes
November 18, 2025 – 7:04 PM
Anderson City Hall – Council Chambers

1. Call to Order

Mayor Katie Griebe called the meeting to order at 7:04 PM.

2. Roll Call

All Council Members were present.
A quorum was established.

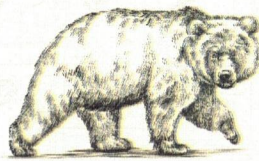
3. Approval of Agenda

Mayor Griebe moved to amend the agenda to add Item #6 – AML Conference Travel Budget.
Cassie seconded.
Vote: Unanimous. Motion passed.

Mayor Griebe moved to approve the agenda as amended.
Cassie seconded.
Vote: Unanimous. Motion passed.

4. Approval of Minutes

Mayor Griebe moved to approve the October 14, 2025 Regular Meeting Minutes.
Cassie seconded.
Vote: Unanimous. Motion passed.



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5. Public Comment on Agenda Items

No public comment was offered.

6. Correspondence

A letter from Traci Walther, Division of Retirement and Benefits, was presented. Summary included:

- Process for adding or removing an employee from PERS
 - Reporting requirements
 - Historical documents regarding City participation in PERS
 - Background relating to prior Council long-term commitment
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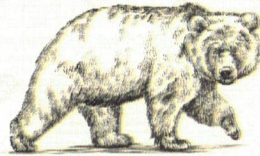
7. Mayor's Report

Mayor Griebe submitted a written report (attached). Highlights:

- Website updates
- Zoom option for all future meetings
- Roof replacement at Station 2
- Purchased the second Vac truck using grant funds
- Update on City Hall/Clinic move:
 - Contractor states City Hall has exceeded usable life
 - Quote for Clinic remodel pending

Payment and title for the Nenana Vac truck have been received.

Correction to prior statement: The PERS obligation for the Clerk has been previously established through both the City's PERS contract and Council resolution. This corrects prior statements suggesting the obligation was based in City Code.



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8. Reports

Community Reports

Anderson Community Library

- Open Mondays and Wednesdays, 3:30–5:00 PM
- Friday Story Hour: 10:30 AM–12:00 PM
- Hosting Open Gym Nights as available
- Fourth Friday Movie Night (to be posted to Facebook)

Anderson School, Denali Borough Mayor, Clear Space Force Station

- No reports

Committee Reports

- Land Committee: No report; meeting canceled due to election use of building

Departmental Reports

Anderson Volunteer Fire Department (AVFD)

- Two EMS calls and one fire call
- New paramedic, John Hjelle, joined the department
- Nate coordinating a free TIMS (Traffic Incident Management System) course

Health and Parks

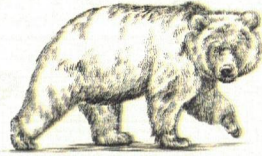
- No report

Public Safety

Cassie reported the final Forestry invoice is being prepared with emphasis on accurate financial documentation.

Public Works – Utility Operator

Quenten reported:



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- Duene Mozee – Public Works is performing exceptionally well
- Sewer operations normal
- Vac truck from Nenana has arrived

Environmental

- Lagoon mucking completed
- Gravel is needed
- John and Scott Thompson assisted, preventing additional retesting/sampling costs

City Clerk Report (attached)

Highlights included:

- All write-in candidates contacted; Kyle only willing to serve and will attend next meeting
- Budget vs. Actuals Report from AML (Layton Lockett) received
- Unpaid Bills Report: \$15,545.75

9. Bills to Be Paid

Kay moved to approve payment of bills totaling \$15,545.75.

Quenten seconded.

Vote: Unanimous. Motion passed.

10. Old Business

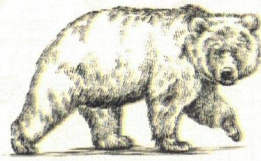
City Hall to Clinic Move

Contractor believes City Hall is beyond usable life and will not repair it.

Quote for Clinic repairs remains pending.

Cassie will work to obtain a second opinion.

11. New Business



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1. Canvass and Certification of Election Results

Letter from Erika Miller, Chair of the Canvassing Board, included.
Clerk confirmed the omission of one vote for Leroy Sutton in the Preliminary Results.
Corrected Certificate of Election Results presented.
There were no absentee or questioned ballots.

Cassie moved to approve the Certificate of Election Results.

Quenten seconded.

Vote: Unanimous.

Council invited Erika to speak; she noted the rushed process as the likely cause.
Kay recommended elections remain handled locally to retain funds in Anderson.

2. Swear in New Council Member

Quenten Rathbone, Seat A, was sworn in for a term expiring November 2027.

3. Elect Mayor – Annual Requirement for Second Class Cities

Quenten moved that Katie, Seat G, remain Mayor.

Kay seconded.

Vote: Unanimous. Motion passed.

4. Ordinance 25-07 – Budget Amendment (Introduction)

Work Session scheduled for Monday, December 15, 2025 at 6:00 PM.

Purpose: Amend FY2026 Operating Budget to reflect current/anticipated needs.

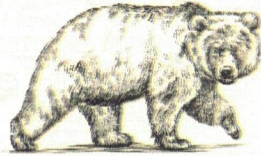
Ordinance and Exhibit A prepared by the Clerk.

5. Resolution 25-13 – Establishing a City Savings Account

Katie moved to approve Resolution 25-13 with Denali State Bank.

Kay seconded.

Vote: Unanimous. Motion passed.



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6. AML Travel Budget for Council Members

Cassie moved to approve travel funding for Kay and Katie to attend the AML Conference.

Quenten seconded.

Vote: Unanimous. Motion passed.

12. Public Comments

- Charlie Rathbone asked about a New Year's bonfire. Katie confirmed the event is planned.
- Erika Miller recommended assigning and posting Council Member departmental responsibilities.

Clerk noted this is not currently a code requirement.

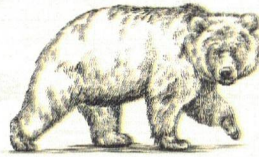
Mayor provided current informal assignments:

- Public Safety: Cassie
- Lands: JT
- Health: Kay
- Public Works: Quenten
- Administration: Katie

Mayor will draft possible Code language for future consideration.

13. Council Comments

- Kay expressed full support for Mayor Griebe.
 - Cassie requested page numbers or divided packet sections for clarity.
 - Katie thanked Council and encouraged applications to fill the remaining vacant seat.
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14. Next Meeting

Rescheduled to Monday, December 15, 2025:

- 6:00 PM – Work Session
- 7:00 PM – Regular Meeting

15. Adjournment

The meeting was adjourned at 8:36 PM.

APPROVAL

Katie Griebe, Mayor

Darcia Grace, City Clerk

