

**ON-SITE WATER & WASTEWATER TECHNICAL  
REVIEW BOARD MEETING MINUTES  
Planning and Development Center  
Microsoft Teams  
4700 Elmore Road  
Anchorage, Alaska**

**October 8, 2025  
11:30 a.m.**

**Technical Review Board Members Present:**

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**Name**

Jeff Garness  
Kurt Sauer  
Mark Swenson  
Kyle Brown  
Ed Barrington  
Carol Perkins

**Also in attendance**

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**Name**

**Representing**

Isatou Njie	MOA/Development Services Department (DSD)
Curtis Townsend	MOA/DSD
Tom Varney	Anchorage Tank & Welding Inc
Kristopher Nash	Anchorage Tank & Welding Inc

**1. CALL TO ORDER/ ROLL CALL**

CHAIR Swenson called the meeting to order at 11:38 a.m. A quorum was established. Mr. Barrington arrived at 12:13 p.m. During roll call staff introduced a new staff member Isatou Njie.

**2. APPROVAL OF AGENDA / MINUTES**

CHAIR Swenson asked for a motion to approve the agenda. **Mr. Garness motioned to approve and Mr. Sauer second. Approved unanimously.**

CHAIR Swenson asked the board to review the minutes and a motion to approve. **Ms. Perkins motioned to approve and Mr. Brown second. Approved unanimously**

**3. NEW BUSINESS - NONE**

**4. OTHER BUSINESS/INFORMATIONAL**

a. Water Softener Backwash Committee

There was an open discussion regarding how staff would organize the meetings, staffing, and which board members would be attending. Board members Sauer, Garness would attend. Mr. Varney from Anchorage Tank and Mr. Brown would also attend,

b. ADEC File Transfer

Staff updated the board on the ADEC transferring of files, which will occur by using an FTP site going forward.

**5. COMMENTS**

**a. Board comments**

The board asked about the wastewater code update and asked to see staff's red line copy. Staff will find and prepare the copy for the board.

**b. Staff comments**

Staff informed the board there would be changes to the agenda, minutes, and attendance recording starting in 2026. The current administration is working to standardize all boards and commission.

Kyle Brown was given a certificate of appreciation for his decade of service to the On-Site Board.

**c. Public comment**

Mr. Varney updated the board on the AdvanTex Monitoring and Maintenance Program.

**6. UPCOMING MEETINGS & AGENDA ITEMS**

The next meeting will be November 12.

**7. ADJOURNMENT**

Meeting was adjourned at 1:08 p.m.