

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

**November 13, 2024  
11:30 a.m.**

**Technical Review Board Members Present:**

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**Name**

Kurt Sauers  
Mark Swenson  
Kyle Brown  
Ed Barrington  
Carol Perkins

**Also in attendance**

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**Name**

**Representing**

|                 |   |
|-----------------|---|
| Deb Wockenfuss  | MOA/Development Services Department (DSD) |
| Curtis Townsend | MOA/DSD                                   |
| Daniel King     | MOA/DSD                                   |
| Kristopher Nash | Anchorage Tank                            |

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

CHAIR Swenson called the meeting to order at 11:39 a.m. A quorum was established. Mr. Garness and Mr. Westberg were unavailable.

**2. APPROVAL OF AGENDA / MINUTES**

CHAIR Swenson asked the board to review the agenda. **Mr. Barrington motioned to approve the agenda. Mr. Sauers second. *Hearing no objections, the agenda was approved.***

CHAIR Swenson asked the board to review the October 9, 2024, minutes. **Mr. Sauers motioned to approve October 9, 2024, minutes. Mr. Barrington seconded. Approved unanimously**

**3. NEW BUSINESS - NONE**

**4. OTHER BUSINESS/INFORMATIONAL**

**a. 15.55 Approval**

Staff has seven talking points to guide today's discussion. After meeting with the municipalities legal team our responses were accepted by them. Mr. King reviewed the code for understanding and familiarity making a few changes, and this is what is before you now:

- **15.55.020 Scope:** our goal was to describe specific instances where a well permit might be required and then sending to the state for everything else. Before, there was no easy way to tell if this code applied to them. **After a brief discussion, the board had no objections.**
- **15.55.030 Definitions:** we changed the definitions for groundwater monitoring wells and non-public water system.

During discussion it was decided to delete the reference to 4" PVC pipe construction in the NON-PUBLIC WATER SYSTEM definition. **The board had no objections.**

- **15.55.052 Waivers for Wells:** clarified the main powers to waive are for separation distances. After a brief review, **the board had no objections.**
- **15.55.055 COSA:** For H and I, they were changed to reference the general standards for domestic wells (the info is the same).  
**The board had no objections.**
- **Table A-1:** Snow disposal sites  
There was a minor discussion on why the wording states *See Project Manual and Engineering Design Criteria Manual*. It is for enforcement, and the understanding the Design Criteria Manual (DCM) could be updated without a code update. **The board had no objections.**
- **15.55.060 General Well...:** For F, the language for bacteria concentration was updated.  
**The board had no objections.**
- **15.55.070 Potable Water Storage:** Needed to update, since a permit will still be required if they choose to install outside the building (unlikely, but maybe existing getting replaced, etc.)  
No objection from the tech board members. Exterior water storage will need to maintain similar separation distances as if it was a water well.

Chair Swenson asked for a motion. **Ms. Perkins motioned to approve Chapter 15.55 Water Well code. Mr. Barrington second the motion.** Chair Swenson request each member be on record with their vote. **Mr. Barrington. Approved. Mr. Brown. Approved. Ms. Perkins. Approved. Mr. Sauers. Approved. Chair Swenson. Approved. Unanimously approved.** Staff will send out a summary of the meeting as a courtesy to everyone that was unable to attend.

## 5. COMMENTS

### a. Board comments

It was asked if Deb had retired. Deb's retirement is slated for April 30. The department is hoping to advertise her position in January so there will be time for training.

### b. Staff comments

Staff commented all renewing members have been extended 120 days. The administration wants to assure everyone that it does not mean they are not re-appointing them...it means they are reviewing and understanding how everything works.

### c. Public comment - None

## 6. UPCOMING MEETINGS & AGENDA ITEMS

The next meetings were discussed, and the December 11 meeting will tentatively stay on the calendar and the January 8 meeting will be held.

## 7. ADJOURNMENT

Meeting was adjourned at 1:16 p.m.