

**UTILITY ADVISORY BOARD  
MEETING MINUTES**

January 31, 2013

Public Works Department – Water Utility Conference Room

**Board Members Present:** Dick Behrends, Chair; Geoff Larson, Vice-Chair; Scott Willis; Leon Vance; George Porter; Janet Hall-Schempf

**Board Members Absent:** 1 vacancy

**Staff Present:** Kirk Duncan, Jim Heumann, Tom Trego, Dave Crabtree, Patti Rumfelt

**I. CALL TO ORDER**

The meeting was called to order at 5:31 p.m. by Mr. Behrends, Chair.

**II. APPROVAL OF AGENDA**

The agenda was unanimously approved as presented.

**III. APPROVAL OF MINUTES**

The minutes from the November 15, 2012 meeting were unanimously approved as presented.

**IV. PUBLIC PARTICIPATION**

None.

**V. ACTION ITEMS**

Next Meeting Date – Members had no conflicts with the next meeting date of Thursday, February 21, 2013.

**V. INFORMATION ITEMS**

A. Water & Wastewater Utility Updates

WATER:

Mr. Crabtree reported that the Lemon Creek Water Tank painting project is finally finished, and the tank is currently filled with water. Staff has detected odors in the water, so it will be emptied and re-inspected prior to putting it back online. The tank emptying will require an ADEC discharge permit which has been applied for and is expected to be approved within the next week or so.

Mr. Crabtree also noted that a January 5<sup>th</sup> mainline valve break in the Mendenhall Valley may be related to the earthquake that occurred the

night before. The Water Utility has encountered more frequent mainline valve failures in recent years, which may be due to aging infrastructure or poor quality components, and is replacing them as they are found.

WASTEWATER:

Mr. Trego's Utility Highlights memo noted that the utility has completed testing of a sludge dryer demonstrations unit. Mr. Larson asked how dry the end-product biosolids were, and Mr. Trego replied they had been dried to between 30%-60% dry solids. Mr. Heumann noted that, although the demonstration tests show drying can significantly reduce biosolids volumes, this technology may not be viable for Juneau because of its large energy footprint. Mr. Duncan added that the upcoming biosolids options assessment report will include a spreadsheet comparing the pros and cons of biosolids drying to other processing technologies.

Mr. Porter shared a brochure about a new hydrocarbon testing product with Mr. Trego. The product uses test strips and may be helpful for tracking down the source of hydrocarbons entering the collection system. Mr. Trego has been looking for a product like this and will look into it.

Mr. Duncan noted that the Wastewater Utility also repaired a sewer main failure at the intersection of Loop Road and Back Loop Road which may have also been caused by the January earthquake. In this case, the sewer main dropped approximately 1 foot at the break location.

UTILITY ENGINEER:

Mr. Heumann reported that the drive-through access project at JDWWTP is near completion, and staff will soon be able to restart pressing and loading biosolids containers.

Mr. Heumann also reported that the fats, oils and greases (FOGs) study is nearing completion with the finding that Juneau definitely has a problem with FOGs. The Wastewater Utility is adding a source control coordinator position in its FY14 budget to address this issue.

PUBLIC WORKS DIRECTOR:

Mr. Duncan reported on a recent trip he made to visit several Public Works departments in Washington (Bellingham, Wenatchee, and Chehalis) and obtained insights about how they are dealing with their water, sewer, and solid waste issues. He noted that all of those cities are successfully addressing their FOGs problems, and he learned a lot from them.

B. Review of Draft RFP for Updated Rate Study

Mr. Duncan discussed the draft Rate Study Update RFP that was distributed to the board and noted the main difference between it and the previous 2003 rate study is that the update will be more comprehensive than the previous one. The 2003 study cost around

\$75,000 whereas the department has budgeted \$225,000 for the update. He noted that the focus of the RFP is to outline the needs of the rate study update but not get too detail-oriented because we want the vendor (the subject expert) to demonstrate to us how best to perform the study.

Ms. Schempf-Hall suggested a Public Input Plan (PIP) be added to the scope of work, to insure that sufficient public involvement is included.

Mr. Larson stated a concern that the draft RFP appeared to be too specific about dates and timeframes and wondered if they were adequate. Mr. Duncan agreed and noted that it would be revised to have the responding firms develop and present a recommended timeline for the study in their proposals.

Mr. Larson inquired about the selection process and would like to add a section that requires vendors to provide a record of past performance. Mr. Larson had some additional concerns with the draft RFP and will email them to staff.

Mr. Duncan stated that these suggestions would be added to the RFP, and another draft would be presented at the next UAB meeting.

C. Biosolids Update

Mr. Duncan stated that the new liner bags for biosolids shipping containers have been received. The bags are intended to prevent biosolids leakage from the containers while they are being shipped to the Arlington, WA landfill. The bags are constructed of heavy duty fabric and equipped with zipper closures. He noted that staff will have to be careful not to overfill them during the warmer months of the year because the biosolids tend to expand somewhat during shipping. This current biosolids disposal contract with Waste Management is in effect until 12/31/13.

D. Utility Rate Increases

The concept of proposed 5% across-the-board water & wastewater rate increases in FY14 and again in FY15 was discussed to help insure adequate funding for the utilities over the next two years. These recommended increases would occur prior to the completion of the upcoming rate study with the intention of meeting the immediate financial needs of the utilities while the study of longer term needs is being conducted. The UAB strongly supported this idea, and asked Mr. Duncan to prepare a draft letter to the Assembly for the board to review at its next meeting.

**VI. NON-AGENDA ITEMS**

None.

**VII. ADJOURNMENT**

The meeting was adjourned at 6:41 p.m.

Respectfully Submitted,

*Patti Rumfelt*

Patti Rumfelt, Administrative Assistant II  
CBJ Public Works Water Utility