

**UTILITY ADVISORY BOARD
MEETING MINUTES**

February 21, 2013

Public Works Department – Water Utility Conference Room

Board Members Present: Dick Behrends, Chair; Geoff Larson, Vice-Chair; Leon Vance; George Porter

Board Members Absent: Janet Hall-Schempf; Scott Willis; 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 5:32 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 January 31, 2013 meeting were unanimously approved as presented.

IV. PUBLIC PARTICIPATION

None.

V. ACTION ITEMS

Next Meeting Date – Ms. Rumfelt will email members to check their availability for the next meeting date of Thursday, March 21, 2013. [Members were all available for that date.]

V. INFORMATION ITEMS

A. Water & Wastewater Utility Updates

WATER:

Mr. Crabtree reported that several complaints about possible leaks have come in this spring, but no leaks have been found; the excess water has just been a result of the spring thaw this year.

Mr. Crabtree provided an update on the water in Lemon Creek reservoir. The lab results came in today and showed that the elements in the water collectively were over the limits accepted by ADEC. A letter is being drafted to the contractor, notifying him of these results. The contractor

has verified that additional painting was done inside the tank without the Utility's knowledge; sufficient cure time was not provided before the tank was filled.

WASTEWATER:

Mr. Trego stated that the plant is pressing biosolids now and prepping the sludge to be shipped south.

B. Collections Process for Other Utilities (i.e., AEL&P)

Mr. Willis was not present so the topic was tabled for now.

C. 2nd Review of Draft RFP for Updated Rate Study

Mr. Duncan explained that the RFP draft presented is broad but purposely not too detailed; this will allow CBJ to negotiate the details with the vendor. Mr. Heumann stated that members' suggestions from the last meeting have been incorporated.

Mr. Larson distributed a 1-page list of concerns/edits regarding the RFP draft. Mr. Porter made a motion to incorporate Mr. Larson's comments as the Board's comments. Mr. Behrends seconded the motion; the motion was carried.

D. Review of Draft Memo to Assembly re 5% Rate Increase

Mr. Duncan stated that the City Manager does not support a rate increase at this time. Members discussed the possibility of meeting with the Assembly to explain the issues and concerns of the utilities which warrant a rate increase. Mr. Duncan will check into getting the Board scheduled for one of the upcoming Assembly Committee of the Whole meetings.

E. Biosolids Update

Mr. Duncan stated that the biosolids are being pressed again at JDTP, then loaded, and shipped south. The current disposal contract is in effect until 12/31/13. The possible solutions presented by TetraTech will be reviewed in the meantime.

F. FOGs Memo

Mr. Duncan stated that TetraTech found the Fats, Oils & Grease (FOG) problem to be significant in Juneau; this issue needs to be addressed. Public Works will be hiring a source-control coordinator to oversee the FOG control program. An ordinance to mandate pre-treatment of FOG waste, as well as, to mandate grease traps in drains will need to be drafted and adopted. The new coordinator position would keep track of various businesses around town and insure compliance.

VI. NON-AGENDA ITEMS

None.

VII. ADJOURNMENT

The meeting was adjourned at 6:23 p.m.

Respectfully Submitted,

Patti Rumfelt

Patti Rumfelt, Administrative Assistant II
CBJ Public Works Water Utility