

**UTILITY ADVISORY BOARD  
MEETING MINUTES**

March 13, 2014

Public Works Department – Water Utility Conference Room

**Board Members Present:** Scott Willis - Chair; Geoff Larson - Vice-Chair; George Porter; Leon Vance; Grant Ritter

**Board Members Absent:** Janet Hall-Schempf; 1 vacancy

**Staff Present:** Kirk Duncan; Samantha Stoughtenger; Dave Crabtree; Patti Rumfelt; Nicole Gauger

**I. CALL TO ORDER**

The meeting was called to order at 5:30 p.m. by Mr. Willis, Chair. Mr. Duncan introduced the newest UAB member, Grant Ritter, who is the retired CBJ Water Utility Superintendent. Mr. Duncan also introduced Nicole Gauger, who is the Admin Assistant for Public Works Administration division. Ms. Rumfelt will be leaving the Water Utility next week, and Ms. Gauger will be filling in until the position is filled.

**II. APPROVAL OF AGENDA**

Mr. Larson added the topic “Rate Study Feedback” under “Section VII. Non-Agenda Items”.

**III. APPROVAL OF MINUTES**

The minutes from the January 23, 2014, meeting were approved as presented.

**IV. PUBLIC PARTICIPATION**

None

**V. ACTION ITEMS**

Next Meeting Date – Members unanimously approved the next meeting date of April 17, 2014. Mr. Duncan mentioned that he would be out of town, but he will plan to call in.

**VI. INFORMATION ITEMS**

A. Water Updates

1. Frozen Pipes – Mr. Crabtree stated that the past week Water staff have fielded a lot of frozen pipe calls from customers around town.

The unusual stretch of cold weather (without a layer of snow on the ground as insulation) has created an unfortunate situation.

2. Maintenance Issues at Salmon Creek – Mr. Crabtree stated that AEL&P is planning some maintenance and electric panel upgrades to their Salmon Creek facility in May, and AEL&P will be shutting down the main water supply from the dam. Water staff is working closely with CBJ Engineering to configure piping that would continue access to our wet well through DIPAC's line.
3. Salmon Creek Disinfection – Mr. Crabtree stated that CBJ Engineering is no longer looking at ultraviolet disinfection as secondary disinfection process at Salmon Creek, but is considering membrane filtration. This option would also allow for disinfection to occur when turbidity issues arise, instead of having to take the Salmon Creek water source offline at these times. Mr. Ritter provided Mr. Crabtree with some information on a small skid-mount UV system that might be useful for Salmon Creek. Mr. Ritter also expressed concerns about the amount of research that has been done on this issue, considering that ADEC requires the Salmon Creek facility to have a secondary disinfection system in place by October 2014. Mr. Crabtree stated that this project is top priority right now for CBJ Engineering. Mr. Ritter also had concerns about CIP funds that have been used or not used, such as the Last Chance Basin Geothermal project. Mr. Crabtree stated he would provide a complete update on all of Water's CIP's at the next UAB meeting.

#### B. Wastewater Updates

1. CH2MHill Consultant – Ms. Stoughtenger advised that the consultant is still work onsite at Wastewater, working right along with staff, observing processes, streamlining and standardizing them as he goes.
2. Biosolids Disposal – Ms. Stoughtenger stated that the shipping contact for disposal has been awarded to Waste Management. Mr. Duncan advised there had been a leakage problem with the recent supply of shipping containers that CBJ had ordered. The vendor sent employees to Juneau to investigate, and ended up finding that the vendor's quality control system was to blame! The vendors' staff are still in Juneau, repairing all of the faulty containers.
3. Lawson Creek Lift Station – Ms. Stoughtenger reported that the lift station at Lawson Creek has been fixed and is working well.

- #### C. Update on Rate Study Process –
- Mr. Duncan advised that the Rate Study meetings for the public have been concluded, but the consultants will continue to finish up their work over the next couple of months. The next step will be for CBJ senior staff to work on getting all of the rate study information and recommendations into a concise, effective presentation for the Assembly (at a Committee of the Whole meeting). The next COW meeting is March 24<sup>th</sup>, and that agenda is already full. The next scheduled COW is April 14<sup>th</sup>, and Kirk is hopeful that senior staff will have a presentation ready for that meeting. Mr. Duncan suggested that it would be helpful for the UAB to have a presence at that meeting.

## **VII. NON-AGENDA ITEMS**

Rate Study Feedback – Mr. Larson presented some handouts regarding information related to the rate study process. Mr. Larson (along with Mr. Willis) attended all four of the Rate Study meetings put on by the consultants. Mr. Larson has also spent considerable time reviewing and analyzing all of the materials presented. Mr. Larson is specifically concerned about the impact many of the suggested options presented during those meetings could have to large commercial users, such as his business, the Brewery. The Brewery is not a typical commercial use customer and therefore does not fit easily into any of the categories being considered. Mr. Larson mentioned that the consultants stated that the flat rate customers have been subsidizing the metered customers, yet Mr. Larson’s research has shown that while this is true for water rates, it is not true for sewer rates. Mr. Larson’s conclusion is that the best scenario would be to do an across-the-board rate increase, which would be much easier for the public to understand.

## **VIII. ADJOURNMENT**

The meeting was adjourned at 6:35 p.m.

Respectfully Submitted,

*Patti Rumfelt*

Patti Rumfelt, Administrative Assistant II  
CBJ Public Works Water Utility