

**UTILITY ADVISORY BOARD
MEETING MINUTES**

November 17, 2011

Public Works Department – Water Utility Conference Room

Board Members Present: Dick Behrends, Chair; George Porter; Leon Vance; Scott Willis; Matt Van Steenwyk

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

I. CALL TO ORDER

The meeting was called to order at 5:29 p.m. by Mr. Behrends, Chair.

II. APPROVAL OF MINUTES

The minutes from the November 3, 2011 meeting were approved as presented with the change of “Vice-Chair” being corrected to “Chair” in the reference to Mr. Behrends in the “Call to Order” section.

III. PUBLIC PARTICIPATION

None.

IV. ACTION ITEMS

Board Decision on next UAB Meeting Date – Two attendees were unavailable for a meeting on December 15, 2011, so the date of December 8th was proposed. [Ms. Rumfelt has since confirmed that the proposed December 8th meeting time will work for the majority of board members.]

V. INFORMATION ITEMS

Water Utility Highlights – Mr. Crabtree updated the board about the city’s recent decision to discontinue CBJ-provided pipe thawing services for water customers with frozen pipes. This decision was made for a variety of reasons including the following:

- The city’s Hovey pipe thawing unit is over 25 years old, is no longer manufactured, and replacement parts are either unavailable or difficult to obtain.
- The Utility has historically lost money and accepts great liability when it thaws pipes.
 - The unit’s operating costs for pipe thawing during the 2010/2011 winter were approximately \$30,000 while the associated revenues were around \$17,000.

- The automatic safety controls on the Hovey unit no longer function, and there is increased risk of causing fires if the unit is operated without them.

Mr. Crabtree reported he has been contacted by Cameron Plumbing & Heating who asked if the city has any plans to auction off the Hovey machine. He responded that the city has not yet decided about whether or not to surplus it.

Mr. Duncan added that the community has been notified of the decision to discontinue pipe thawing by public announcements, radio interviews (on Capital Chat and Action Line), as well as letters to previous pipe thawing customers and local plumbing companies. In addition, the Water Utility website has posted recommendations for preventing frozen pipes.

Wastewater Utility Highlights – Mr. Willis asked if the EPA issue, referenced in bullet #4 of Mr. Trego’s report which addressed the removal of the JDWWTP from the EPA’s watch list, is a “good thing”. Mr. Trego responded that the plant been on the watch list for approximately 10 years and that the removal from the list is a good thing.

Mr. Duncan noted that the removal of accumulated grit in the aeration and digester basins at the JDWWTP will be performed soon. The grit will be transferred to the former incinerator ash pond which will be filled in to provide additional storage space for Public Works’ equipment.

Mr. Behrends asked if the Wastewater Utility will be prepared to receive wastewater when the Harbor Department’s new cruise ship berths come on line. Mr. Trego responded affirmatively. Mr. Duncan added that he will be seeking a portion of the city’s cruise ship passenger fees to fund those water and wastewater improvements associated with cruise industry needs. He added that improved water and wastewater services are expected to encourage ships to dock longer in Juneau to the benefits of the local economy.

Water/Wastewater Utility Engineer Highlights – Mr. Heumann reported on his attendance at the 2011 WEF Tech conference in Los Angeles and noted a large percentage of the conference focused energy-related topics and products. He found the portions of the conference focusing on wastewater plant headworks design, aeration, and biosolids processing most helpful and is following up on multiple leads to improve our facilities.

Public Works Updates – Mr. Duncan noted the Utilities’ continuing efforts to improve revenue inflow and reduce operating costs. This includes an increased focus on identifying and collecting revenue from illegal connections and other efforts to ensure all customers are paying appropriate rates for the services they receive.

He additionally noted the Utilities are working on implementation of an effective asset management program, energy conservation improvements, addressing deferred maintenance issues, upgrades to the Scada system, and improving the financial condition of the Utilities.

VI. NON-AGENDA ITEMS

None.

VII. ADJOURNMENT

The meeting was adjourned at 6:38 p.m.

Respectfully Submitted,

Patti Rumfelt

Patti Rumfelt, Administrative Assistant II
CBJ Public Works Water Utility