

**UTILITY ADVISORY BOARD  
MEETING MINUTES**

April 17, 2014

Public Works Department – Water Utility Conference Room

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

**Board Members Absent:** 1 vacancy

**Staff Present:** Kirk Duncan (by teleconference); Dave Crabtree; Nicole Gauger

**I. CALL TO ORDER**

- a. Once Kirk Duncan teleconferenced in, the meeting was called to order at 5:30 p.m. by Mr. Willis, Chair.

**II. APPROVAL OF AGENDA**

- a. Mr. Willis moved Next Meeting under “Section VIII. Adjournment” to “Section V. Agenda Items”. The topic of Board Membership Renewal was added to “Section VII. Non-Agenda Items”.

**III. APPROVAL OF MINUTES**

- a. The minutes from the April 17, 2014, meeting was approved as presented.

**IV. PUBLIC PARTICIPATION**

- a. None

**V. ACTION ITEMS**

- a. Annual Report to the Assembly
  - 1. Formal motion to approve the following statement as the official position of the UAB in regards to the rate study:
    - a. “The estimated cost for facility upgrades is \$73 million (2014 dollars) over for the next 10 years. The consultants recommended implementing a 9.5% increase each year for the first 5 years, followed by a 5% increase each year for the next 5 years; generating \$43 million in revenue (2014 dollars). The remaining \$30 million (2014 dollars) would be required

from outside sources which could include 1% Sales tax monies, Marine Passenger Fees, DEC Loans/Grants, or other. The UAB concurs with this recommendation.”

b. “Utilities are working with the consultants to develop a more detailed cost of service approach.”

2. Editing remarks openly suggested by all members present; including Kirk Duncan via teleconference. Kirk felt comfortable with the notes made during the meeting and will be making the changes to the report himself. A new copy will be available either before or at the next UAB meeting for further review.

## **VI. INFORMATION ITEMS**

a. Wastewater and Water Reports unanimously agreed upon by board to be discussed at next meeting due to running beyond the scheduled adjournment.

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

a. Board Membership Renewal: briefly discussed the thoughts on current members reapplying for current positions; pending their expiration dates.

## **VIII. ADJOURNMENT**

a. The meeting was adjourned at 6:40 p.m.

Respectfully Submitted,

*Nicole Gauger*

Nicole Gauger, Administrative Assistant II  
CBJ Public Works