



ENGINEERING & PUBLIC WORKS DEPARTMENT

Utilities Division

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## UTILITIES ADVISORY BOARD MINUTES

*Thursday, March 12<sup>th</sup> | 5:15pm*

*Water Utility Shop*

*2520 Barrett Avenue*

I. CALL TO ORDER

*The meeting was called to order at 5:15pm.*

Members Present: Leon Vance, Geoffrey Larson, Janet Schempf, Bryan Farrell, Grant Ritter

Members Absent: Andrew Campbell

Staff Present: Autumn Sapp, Brian McGuire, Joshua Midgett

II. APPROVAL OF AGENDA

*Added to Agenda item VI (Information Items)*

An update on the impact of the alteration of the cruise ship calendar

An update on future meetings and action items

III. APPROVAL OF MINUTES

*June 13, 2019 Minutes approved with edits*

'fees' changed to 'rate', 'approve' changed to 'approved'

IV. PUBLIC PARTICIPATION

*None*

V. ACTION ITEMS

*Draft of the Annual Report was reviewed, edits were made on site. Report was approved pending edits.*

Addition of UAB Background and Rate History as 'Appendix A' requested

Wording change and addition of Dryer Facility Tour information requested in 2019-2020 UAB Activity

Wording change in Anticipated Work for 2020-2021

*Grant Ritter and Janet Schempf to re-apply for their seats* – added to Board Membership and Meetings

Update of Board Member attendance requested

VI. INFORMATION ITEMS

*Superintendent Update*

Brian McGuire updated the Committee on PFAS concerns that could potentially limit the usage of Bio-Solids. He also spoke to the recommendation of DEC and commitment of staff to focus on Source

Control. Multiple Members mentioned previous studies and information that could be of use and should be found before moving forward on this objective.

*Board Member Recommendation/Recruitment*

Members agreed to research and recruit, prioritizing an accountant, but acknowledging that all interested would be considered. Autumn clarified the application process, noting that is open and available online.

*Cruise Ship Calendar Update*

Brian brought the committee up to date with the most recent information from the Manager's office and Autumn offered predictions as to possible revenue loss. Mr. Farrell requested more detailed information that Autumn agreed to follow up on.

*Upcoming Meetings*

The meeting scheduled on April 9<sup>th</sup> will remain on the calendar until further notice. Staff will be investigating a teleconference option based on CBJ response to COVID-19.

VII. NON-AGENDA ITEMS

*None*

VII. ADJOURNMENT –

*The meeting adjourned at 6:07pm*

Next Meeting:

**April 9, 2020 | 5:15 PM | Water Utility**