

# UTILITY ADVISORY BOARD MINUTES

Thursday, September 8, 2016 – 5:00 p.m.  
Lemon Creek Facility  
5433 Shaune Drive

**Board Members Present:** Leon Vance – Chairman, Geoff Larson – Vice-Chairman; Grant Ritter; David Hanna; Bryan Farrell; Janet Hall Schempf; Andrew Campbell

**Board Members Absent:** None

**Staff Present:** Samantha Stoughtenger; Autumn Sapp; Marissa Capito; Holly Kveum

## **I. CALL TO ORDER**

The meeting was called to order at 5:03p.m. by Chairman Vance.

## **II. APPROVAL OF AGENDA**

Agenda approved without amendment.

## **III. APPROVAL OF MINUTES**

June 9, 2016 Draft UAB Meeting Minutes- approved with minor corrections.

## **IV. PUBLIC PARTICIPATION**

None

## **V. ACTION ITEMS**

None

## **VI. INFORMATION ITEMS**

A. *Utility Business Unit Cruise Ship Season Report*- Ms. Sapp reported to the Board that the Cruise Ship water consumption provided at the last UAB meeting were accurate within 1,000 gallons. The Board asked the amount that Docks and Harbors charges the Cruise Ships per 1,000 gallons; Ms. Sapp answered

that they charged \$4.67 per 1,000 gallons consumed. The board continued to discuss the process, and staff provided a brief overview of the process and encouraged them to invite a member of the Docks and Harbors staff to attend a future meeting to discuss the process in more depth. Mr. Larson asked if the Docks and Harbors meters were equipped with backflow prevention devices and staff assured him they were installed on all CBJ meters and are tested yearly. Mr. Hanna inquired if the UBU flow checked their meters for accuracy; staff responded that they were unable to test a meter of that size. The Board and staff then continued to discuss the expense of maintaining and calibrating the meters yearly and that staff is continuing to explore options to make these devices as accurate as possible. The Board then discussed the Public Conveyance Certificate and what entities of CBJ use it. The Board inquired what sanitary procedures are in place for the beginning and end of season; staff was unsure what Docks and Harbors procedures were at this time.

- B. *Utility Business Unit Septage Monthly Report*- Ms. Sapp provided an overview of the charges that are processed by Carson Dorn. Carson Dorn collects the samples, Admiralty Environmental completes sample analysis, Carson Dorn summarizes the results,, and then staff reviews the reports for accuracy and charges in accordance with the current contract bases on BOD and TSS. Mr. Vance asked why the concentrations varied so much; Ms. Stoughtenger responded that it's dependent on the ship and what their quality level is as it could be related to technology or the age of the ship. Some of this data is monitored live so that if there is an anomaly it can be handled immediately, but the current levels are able to be handled by the Juneau-Douglas Treatment Plant. Staff then discussed the Juneau-Douglas Treatment Plant capacity and that, based upon historical information, updates will have to be made if more discharge stations are created- hydraulically the Plant has capacity, but the treatment capacity is in question creating a risk of violating ADEC discharge permit. The Board discussed that this effort would be appropriate for cruise ship head tax allocation. Ms. Sapp offered to continue bringing this information to the Board as it's available. Staff then gave an overview of the two septage disposal systems- the Juneau-Douglas Bridge and the Valley Skate Park. Both are currently running on an "honor system"; but the UBU is investigating how to improve this through a lock down cage or credit card system without discouraging recreational users from continuing to use the facilities. There have been two large BOD loads that

- caused discharge violations at the Auke Bay Treatment Plant recently; staff suspect they stem from illegal manhole dumping.
- C. *DRAFT FY16 Utilities Division Annual Report*- Staff gave an overview of the FY16 Annual Report that was compiled by various members that reviews operations, performance data, efficiencies, current projects and CIPs, and financial information; however, the financial information will not be available until October. Mr. Ritter asked to review actual costs of various projects including Last Chance Basin wellfield and the Salmon Creek Filtration Treatment Plant; staff responded that they would give the best numbers possible, but it would be a compilation of various project phases, construction, design, and project management. Mr. Larson inquired as to how the water capacity at Last Chance Basin is with two new wells operating, staff reported it had regained historical highs. Ms. Stoughtenger asked the board about the rest of the content: was it too much information and if it was relevant. Mr. Campbell commented that he would like to see information about aging infrastructure and what pieces are coming of age and need replacement more urgently than others. Mr. Larson noted that he would like to receive an update and site visit on the Biosolids Dryer. Staff responded that a poll would be sent to find an additional meeting time to accommodate the request. Mr. Hanna left the meeting at 6:24pm.
- D. *Upcoming Solicitations (no attachments)*- Ms. Stoughtenger gave a brief overview of the solicitations for CIPs that are in process for both water and wastewater utilities, as well as for operations; staff will keep the board apprised of their progress.

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

Mr. Larson noted that both he and Mr. Vance had attended the empowered board training facilitated by City Clerk.

## **VIII. ADJOURNMENT**

The meeting adjourned at 6:28p.m.