

UTILITY ADVISORY BOARD MINUTES

Thursday, November 10, 2016 – 5:00 p.m.
Mendenhall Wastewater Treatment Plant
2009 Radcliffe Road

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

Board Members Absent: Andrew Campbell; Bryan Farrell

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

September 8, 2016 Draft UAB Meeting Minutes- approved without amendment.

IV. PUBLIC PARTICIPATION- none

None.

V. ACTION ITEMS

A. *Meeting Location Modification*- Staff requested the Board to move all future meetings to the Mendenhall Wastewater Treatment Plant. The members discussed the change and agreed to the request with the addition moving the meeting time from 5:00p.m. to 5:15p.m. Chairman Vance motioned to approve the requested meeting location and time change. Ms. Hall Schempf seconded the motion. The motion passed.

VI. INFORMATION ITEMS

A. *DRAFT FY16 Utilities Division Annual Report*- Ms. Stoughtenger informed the Board that the CBJ Controllers are working with auditors to close out the FY16 accounts and that expenditure actuals will be available shortly. Staff has a meeting scheduled with the Division's Controller to review the final numbers and verify their accuracy before including them in the report. Staff is updating the CIP list so it will be reflected in the rate model and allow for projection of newly anticipated costs. Staff used the Douglas Highway waterline replacement project as an example as the project is moving more quickly due to state funding priorities: the project includes paving over two waterlines that are 20- and 30-years old that have failing valves. The paving will create a five-year moratorium on any future work in that area, so the City must act now. The Utilities is planning to use remaining funds from Salmon Creek Filtration Plant and Last Chance Basin projects as well as FY18 earmarked projects. Mr. Hanna asked if the projected funds would come from the fund balance and Ms. Stoughtenger answered it was a portion of it. Mr. Larson asked when the project would start; Ms. Stoughtenger replied that the CBJ waterline replacement will take place in 2017 and that the state work is slated for the summer of 2018. The board then discussed the current and proposed piping materials, and private wastewater treatment plants along the channel. Ms. Stoughtenger reiterated that this project was just replacing waterlines and did not include sewer lines. The Board continued to review the Annual Report and asked staff to verify the summations on the facilities list. Mr. Larson noted it might be helpful to contact the Finance Director to determine net present value of the facilities. Ms. Hall Schempf requested a list of acronyms and abbreviations be included to help aid in the Assembly's review of the report. Staff asked the Board members for additional questions: Mr. Larson inquired if the JDTP permit violations were due to hydrologic surges and if the nitrification violations are ammonia. Staff will research the anticipated cause of the violations. Chairman Vance asked staff if compiling this data will ease researching future projects. Staff responded yes, that in some ways, but it can also lead to other questions and inquiries. Ms. Sapp noted that the new asset management program, Lucity, can be used for this type of tracking in the future. Ms. Stoughtenger added that the Wastewater Collections group is currently live with Lucity for inventory management, but other modules have not been implemented at this time. Mr. Hanna then asked staff

about the over-usage inquiries in the Operational Update and how those are facilitated. Ms. Sapp responded that a report is ran to find anomalies (anything over 5,000 gallons) and then Meter Service Technicians review the report and contact the customer; generally these stem from running toilets or a hose that was left on and are very rarely system leaks.

B. UBU Monthly Report

Ms. Sapp provided an overview of the cruiseship graywater discharge reports. Ms. Sapp asked the Board what other information might be helpful in their review. Mr. Hanna asked to see both the water consumption and graywater discharge reports on the same graph. Ms. Stoughtenger noted that in the future staff will be bring forward a comprehensive overview of cruiseship usage at JDTP as two new berths will be coming on-line; Ms. Capito is currently compiling data that will aid in requesting marine passenger fees. Mr. Larson inquired if cruiseship discharge is captured in a surge tank and Staff answered that it is not, it is directly discharged into the plant. Staff and the Board continued discussing the process of connections and sampling for the cruiseships. Staff noted that the JDTP is running exceptionally well for its age. Mr. Larson asked what the discharge generally is for cruise ships and Ms. Sapp answered that it varies per ship as does the composition. Staff confirmed that the ships are only discharging graywater, but the CBJ needs to better define graywater and the BOD levels that the facility can accept; Staff currently has no way to decipher what is being discharged immediately and noted that the CBJ is one of the only ports to offer this service. The Board then discussed the current discharge practices of cruiseships, including discharge permits for the channel and plant capacity. Staff then gave an overview of the septage hauling report and reviewed the two dumping areas. Mr. Hanna noted that the numbers do not fluctuate. Staff will continue to report on these numbers and incorporate them into a graph for ease of viewing.

C. Utilities Operational Update- Staff reminded the Board that this is a monthly summary report that is provided to the Manager's office for CBJ employee use. The Board then discussed the size and cause of a leak in a pipe that was noted in the report.

D. DRAFT Biosolids Disposal Plan- Ms. Capito provided an overview of the Plan to the Board, asking the members to review the document and come back to the next meeting with comments. The intention of the document is to be an educational introduction of ideas for the public and to decide which option is the most viable for the community. Staff will distribute the electronic version of the document next week and will include a summary of all the site visits that were taken in researching the

dryer technology. Mr. Ritter asked if Sealaska is still using a pellet burner and that perhaps they would be interested in the byproduct. Staff responded that they don't want to create competition for local businesses at this time, and may even look into buying a burner to fuel the JDTP boiler. Chairman Vance inquired if there were any rough cost estimates included in the options. Staff answered that they did not include them at this time, as such research would potentially require hiring a consultant. Mr. Hanna recommended the Utilities solicit an RFP to complete a study that would review who in the community would request to use the materials and for what purpose. Staff recommended that they did not believe the project was at a point where hiring a consultant would be advantageous.

E. Biosolids Dryer Site Tour

VII. NON-AGENDA ITEMS

VIII. ADJOURNMENT

The meeting adjourned at 6:53p.m.