

# **UTILITY ADVISORY BOARD MINUTES**

Thursday, December 8, 2016 – 5:15 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; Bryan Farrell

**Board Members Absent:** Andrew Campbell

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

## **I. CALL TO ORDER**

The meeting was called to order at 5:18p.m. by Chairman Vance.

## **II. APPROVAL OF AGENDA**

The agenda was amended to move “Information Items” before “Action Items”.

## **III. APPROVAL OF MINUTES**

November 10, 2016 Draft UAB Meeting Minutes- approved with minor revisions.

The Board and Staff discussed the current minutes and reducing the amount of detail in the future.

## **IV. PUBLIC PARTICIPATION**

None.

## **V. INFORMATION ITEMS**

A. *Utilities Operational Update*- Staff gave a brief verbal overview of the operational update. The group then discussed two additions to the update: a potential three-way land swap and interim reorganization of Water Utility Operations. The land swap would

involve moving the Water Utility Operations from the Lemon Creek Shop to an existing CBJ facility or an undisclosed property. The Board and Staff discussed the ramifications and affiliated costs of the potential move with an emphasis on relocation of the SCADA telemetry system. The Board then reviewed the Utilities Organizational Chart in comparison to an interim Organization Chart including the addition of a CBJ staff supervisor that will provide daily oversight for Water Operations. The Board and Staff discussed the CBJ's recruitment process and general timelines, and the history behind the Utilities and the recent merger.

- B. *FY16 Utilities Division Annual Report*- Ms. Stoughtenger informed the Board that the annual report is complete with the exception of the cover memorandum. Staff reviewed the rate model projections and clarified the funding assumptions (i.e. incremental rate increase revenue) that were approved by the Assembly in FY14. Mr. Larson added some recommendations for labeling and placement of information including short- and long-term forecasting to better demonstrate an improved and more efficient utility. Mr. Ritter noted the deficit in later years and that it was attributed to the funding of CIPs. The Board and Staff continued to discuss the current model of funding for those projects, and the history behind the assumed funding of the Utility related to state oil revenue. The Board noted that the lack of anticipated state funding may be a useful addition to the report. The Board then briefly discussed the list of assets and asked Staff to further review the original acquisition price of the Mendenhall Wastewater Treatment Plant and possibly include the appreciated value as well. Staff then reviewed the cover memorandum with the Board and asked for all recommendations to be sent via email to Staff before the next meeting for Staff to compile. The draft version of the memorandum would then be available for review at the next regular meeting.
- C. *Biosolids Disposal Plan*- Staff asked the Board if they would like to stay and discuss the Plan or continue this item to the next meeting. The Board discussed the two options and agreed to send comments and revisions via email. Staff could provide a revised document at the next regular meeting. The Board then brainstormed what they would like to have achieved at the next regular meeting: finalize the annual report, and have a revised Biosolids Disposal Plan. Ms. Capito also noted that she will likely have cruise ship loading information to present at that time.

**VI. ACTION ITEMS**

A. *UAB Annual Report to the Assembly*- continued to the next regular meeting.

**VII. NON-AGENDA ITEMS**

Mr. Ritter asked Staff about Juneau Hydropower and if it was something that would be implemented. Mr. Healy answered that they had met with the company once, but there has not been any more conversation since. The installation cost would be quite extensive. Ms. Stoughtenger also noted that they are not a public utility and have not expressed any interest in obtaining a permit to become one.

**VIII. ADJOURNMENT -**

The meeting adjourned at 6:29 p.m.