

UTILITY ADVISORY BOARD DRAFT MINUTES

Thursday, April 12, 2018 – 5:15 p.m.
Lemon Creek Shop
5433 Shaune Drive

Board Members Present: Leon Vance – Chair; Geoff Larson – Vice-Chair (telephonically); Andrew Campbell; Janet Hall Schempf (telephonically); Grant Ritter; Kevin Buckland

Board Members Absent: Bryan Farrell

Staff Present: Roger Healy; Autumn Sapp; Holly Kveum

I. CALL TO ORDER

The meeting was called to order at 5:16 p.m. by Chair Vance.

II. APPROVAL OF AGENDA

Agenda was approved without amendment.

III. APPROVAL OF MINUTES

March 8, 2018 Draft UAB Meeting Minutes- Chair Vance motioned to approve the minutes with minor amendments. Motion passed with no objection.

IV. PUBLIC PARTICIPATION

None.

V. ACTION ITEMS

- i. Annual Report: Chair Vance acknowledged the email edit requests from Vice-Chair Larson and requested for staff to include them in the final version of the Annual Report. Chair Vance reminded the Board that the report is scheduled to be presented at the April 30, 2018 Committee of the Whole. Mr. Campbell made a motion to approve the report with minor modifications. Mr. Buckland requested a roll call vote, noting the discussion at the previous meeting to include a Minority Report in addition the Annual Report: Mr. Buckland informed the Board that he had drafted a Minority Report to include for the

Committee’s review. Mr. Buckland then dispersed hard copies of the report. Chair Vance suggested that the Board have time to review the report before making a final motion for the draft Annual Report. Mr. Healy added that the two Board members who were participating telephonically did not have an electronic copy of the Minority Report to review, and if it was the Board’s will to vote on the new information provided in the report that time should be allotted to do so prior to a vote. Mr. Buckland noted that he anticipated the report will still be in the minority. Ms. Hall Schempf added that this was a substantial deviation from past years’ submittals, and she was uncomfortable that the language in the Annual Report was not satisfactory to all members. Discussion continued regarding the five-year rate increase recommendation, previous rate study recommendations, cost of service rate models, and the potential costs of borough-wide metering to achieve equitable rates. Mr. Campbell requested the Board continue with the roll call vote to present the Annual Report with minor modifications to the Committee of the Whole, adding that Mr. Buckland was within his rights to submit a Minority Report. Chair Vance commenced the vote as follows:

Member	Yes	No
Vice-Chair Larson	X	
Ms. Hall Schempf	X	
Mr. Ritter		X
Mr. Campbell	X	
Mr. Buckland		X
Chair Vance	X	

The motion passed 4-2.

VI. INFORMATION ITEMS

- i. Tabled Items from March 8, 2018 Meeting
 1. Pending Board Matters - Chair Vance turned the discussion over to Mr. Buckland, who gave a board overview to the Board of a standing packet item that would create a record of the goals and objectives of the Board. Discussion ensued regarding the format, intention, and responsibility of the document. Mr. Healy requested Mr. Buckland provide the Board and staff an example of the document at the next scheduled meeting.
 2. Policies and Procedures - Mr. Buckland asked to table this item to the next meeting.
 3. Orientation - Mr. Buckland told the Board that it was difficult to find information to “get up to speed” as a new member and that creating an orientation packet would be a helpful tool to avoid timely discussions regarding past decisions during regularly scheduled

meetings. Discussion ensued. Mr. Ritter asked that “Old Business” be added to future agendas.

4. Staff Liaison’s Roles - Mr. Healy informed the Board that there would be a change in staff liaisons, and that Autumn Sapp, John Bohan, and Mike Vigue would be the primary contacts for the Board until the newly hired Utilities Superintendent started in late May. Ms. Sapp then began discussion of staff vs. board duties, including: creation of the agenda, minutes, meeting notifications, etc. Discussion continued regarding which party should be responsible for minutes. Ms. Hall Schempf expressed caution should a Board member take minutes, as they wouldn’t be able to be fully engaged in the meeting. Mr. Campbell agreed, adding that minutes were a very time consuming task for a volunteer and that he would prefer the CBJ fund this effort. Chair Vance asked staff to continue to look for options to supply this service, either through the budget or by providing an additional staff member to attend the meetings.
- ii. Comparison Information - Chair Vance asked staff to include two articles, “Who is Paying to Fix Outdated Water and Sewer Systems? You Are” and “New York City’s Sewage Shipment Runs Afoul in Rural South” as a reminder to the Board that while Juneau is an outlier in many ways, other cities are facing similar issues. Mr. Healy noted that the first article did not include EPA consent orders for many of the larger metropolitan areas that included rate increases and over-due improvements to the systems. Discussion ensued regarding the Board’s function in reviewing the dryer. Chair Vance emphasized that the role of the Board is to be helpful to staff and the Assembly in making decisions to better the community. Mr. Buckland added that his intent with writing the Minority Report was to achieve that by focusing on fair and equitable rates. Chair Vance noted that the Board’s priorities must be in line to achieve this. Mr. Campbell added that the Board could be dissolved if it’s viewed as not aiding staff and the Assembly as originally intended. The Board then discussed the next meeting date and location, and the logistics of the Committee of the Whole presentation.

VII. NON-AGENDA ITEMS

None.

VIII. ADJOURNMENT

The meeting adjourned at 6:24 p.m.