

**UTILITY ADVISORY BOARD
REGULAR MEETING – MINUTES
APRIL 11, 2019**

I. CALL TO ORDER

The meeting was called to order at 5:20 pm.

Members present: Leon Vance, Chair, Grant Ritter, Kevin Buckland, Geoff Larsen, Andrew Campbell, Bryan Farrell, and Janet Schempf – phone.

Staff present: Mike Vigue, Brian McGuire, and Janet Sanbei

II. APPROVAL OF AGENDA

No motions to change. Approved.

III. APPROVAL OF MINUTES

Approved.

IV. PUBLIC PARTICIPATION

None.

V. ACTION ITEMS

A. Annual Report – Attached Examples: 2018 Annual Report and Minority Report, Pg. 3

Mike Vigue stated the trend for the City is to move for board members to put together the annual reports instead of Staff. He recommended the Utility Advisory Board start with this year's report, as there is no staff available at the time to do this report timely.

Janet Schempf volunteered to do the report. She will need the minutes from this past year's meetings in order to put a draft together. She will forward the draft to Mike Vigue for review. If there are no changes he will email to all board members.

Mike Vigue said the minutes of all the meetings will be forwarded to all board members.

VI. INFORMATION ITEMS

A. Rate Recommendation Update – Mr. Larson and Mr. Campbell

Geoff Larson and Andrew Campbell gave brief updates on their conversations with Assembly members. They felt the members of the Assembly were courteous and listened to what they had to say. There were a few Assembly members with concerns. They suggested Board members attend the Finance Committee Meeting on Wednesday, April 17, 2019, at 5:30 pm, in the Assembly Chambers.

VII. NON-AGENDA ITEMS

Kevin Buckland asked for a presentation on DEC wastewater review violations. Grant Ritter would like a report of final costs at the end of utility projects. He also asked if the Waste Water Division had a plan for the dried pellets once the dryer comes on line.

Brian McGuire stated that he is working on some solutions. First the pellets must be considered Class A pellets, and then they can be used for several different purposes. One of those purposes is for composting. He is currently working on the requirements to meet the Class A designation.

VIII. ADJOURNMENT

The meeting adjourned at 6:10 PM. Next meeting will be May 9, 2019, 5:15 PM, at the Water Utility Shop, 2520 Barrett Avenue.