

**MINUTES OF THE PETERSBURG UTILITY ADVISORY BOARD REGULAR MEETING, HELD THURSDAY, MARCH 28, 2013 AT 12:00 P.M. IN THE CITY COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING.**

1. **CALL TO ORDER AND ROLL CALL:** Present: JoAnn Thynes, Rocky Flint, and Tom Stearns. Absent: Charles Martinez, and Charlie Christensen.
2. **APPROVAL OF PREVIOUS UTILITY BOARD MINUTES FOR THE REGULAR MEETING OF DECEMBER 20, 2012:** Motion offered by Rocky Flint, supported by Tom Stearns, to approve the previous Utility Board minutes for the regular meeting of December 20, 2012: Motion passed unanimously.
3. **AMENDMENT TO AND/OR APPROVAL OF THE AGENDA:** Motion offered by Rocky Flint, supported by Tom Stearns, to approve the agenda: Motion passed unanimously.
4. **VISITORS' VIEWS RELATED TO AGENDA ITEMS:** None
5. **VISITORS' VIEWS UNRELATED TO AGENDA ITEMS:** None
6. **STAFF REPORTS:**
  - A) **Public Works Director's Report \* Recycling Program Update \* Solid Waste Disposal Contract Update\* Water Treatment Plant Update\* Pumpstation 5 Replacement Project Update\* Pumpstation 1 Force Main Update\* Downtown Roads Project Update** Director Hagerman reviewed his written report.  
Recycling: Flint asked if plastics and commingling commodities have been upgraded. Hagerman explained that the commodities have been upgraded to include previously rejected items. Discussion.  
Solid Waste Disposal Contract: Review with no discussion.  
Water Treatment Plant: Review with no discussion.  
Pumpstation 5 Replacement Project: Review with no discussion.  
Pumpstation 1 Force Main: Review with no discussion.  
Landfill Slope Stabilization Project: Ongoing project - Flint asked about tires being used. Hagerman reviewed materials being used and how they would be handled. Discussion. Hagerman updated the Board with the recent Scrap Metal RFP, explaining getting the scrap metal out of the way prior to the Harbor dredging commencing. Flint asked if a PSA would be going out after the award of the scrap metal proposal is official so that the general public would be able to take advantage of the services by that contractor. Hagerman responded that the contractor would probably put out public notification in order for the public to utilize the services being offered. Discussion.  
Downtown Roads Project: Hagerman reviewed the progress. Thynes asked if any notification is given to the downtown business owners regarding the shaking and vibration caused by the roadwork. Hagerman explained that much of the disruption is unavoidable and that SECON is very open to public input. Discussion.
  - B) **PMP&L Director's Report \* Update on Revenue Requirements Study** Director

Nelson reviewed his handouts. (Attached) The first one being the rate comparisons between Petersburg and surrounding communities. The second handout is the "Revenue Projection Study 2012/13".

Issue No. 1 - Costs Not Being Covered. Nelson explained that these numbers come directly from our internal audit.

Issue No. 2 - Heating Conversions. Nelson stated that the biggest challenge in Petersburg is a lack of heating options, making cheaper heating options nonexistent. Added to that is the Winter peak usage requiring more diesel back-up, costing customers more. Declining block rates tend to encourage usage. Flint asked if any models have been done on the block rates. Discussion. Nelson reported the possibility of giving discounts to customers using air source heat pumps. Strand asked what a air source heat pump actually is. Nelson explained, using the Public Works Motor Pool Shop unit as an example. Discussion. Stearns asked if Nelson had any updates on the Thomas Bay Power Authority. One issues seems to be having a single operator as opposed to two. Discussion.

Nelson asked permission to present his FY2014 preliminary budget to the board. Thynes acquiesced. Nelson passed out a handout with the information.

7. **UNFINISHED BUSINESS:** None.

8. **NEW BUSINESS: \* SANITATION RESIDENTIAL CLEAN UP VOUCHER REVISIONS \* WATER, WASTEWATER AND SANITATION BUDGETS \* PETERSBURG BOROUGH BOARD AND COMMITTEE REVIEW** Refuse

Voucher Program changes. Director Hagerman described the existing voucher program and proposed changes in the program focusing on improving revenue and closing loop-holes that have enabled abuse. Hagerman described the cumbersome methodology involved and the manpower used. Discussion.

Motion offered by Rocky Flint, supported by Tom Stearns, to approve the draft of the Sanitation Residential Clean Up Voucher Revisions Motion passed unanimously.

Assistant Director Cotta presented the Water, Wastewater and Sanitation Budgets. Cotta reviewed the budget handouts included in board packets.

WATER: Flint asked if the debt service line item of \$37,421.00 was taken into account in the general funds. Discussion.

WASTE WATER: Cotta made mention that Supervisor Haley has done a great job reducing utility costs for his department. Assembly Member Lougadoukis asked if the confined space entry operation is a personnel cost or a safety factor. Cotta explained. Discussion.

SANITATION: Discussion regarding the Professional Services line item - purchasing the Baler software in this fiscal year. The contract with PIA recycling is not firm as of yet but was included in the budget as it has been on-going and there's been no indication of stopping in the near future.

Motion offered by Tom Stearns, supported by Rocky Flint, to approve the submitted Water, Wastewater and Sanitation budgets as submitted. Motion passed unanimously.

Flint brought up the issue of the Board Questionnaire and the Boards viability. Flint expressed that this particular Board may not be the best use of Borough time and manpower. Hagerman responded that this Board does serve a positive purpose, however, meeting on a monthly basis just to be meeting may not be as productive. Nelson added that sometimes agenda items end up being after the fact due to day-to-day operations and project situations but expressed his desire for Board input on a variety of items such as the budget. Discussion.

Motion offered by Rocky Flint, supported by Tom Stearns, to change the Board meetings

to quarterly and as needed in the interim. Motion passed unanimously.

9. **COMMUNICATIONS:** None

10. **DISCUSSION ITEMS:** None

11. **ADJOURNMENT:** Motion offered by Rocky Flint, supported by Tom Stearns, to adjourn: Motion passed unanimously.

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Date Approved

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