



UTILITY BOARD MINUTES REGULAR VIDEO MEETING FEBRUARY 9, 2021

CALL TO ORDER & ROLL CALL

Chair O'Connell called the meeting to order at 5:02 pm from a remote location.

Vice Chair DeBoer and Board Members Stephen Majewski, George Marshall, Stephen Milton, William Pokorny and Brian Thomas participated remotely using a video teleconferencing platform by Zoom.

Council Liaison Lisa Anderl joined the meeting at 6:30 PM due to Special City Council meeting.

Public Works Director Jason Kintner and several staff members participated remotely.

REGULAR BUSINESS

Code of Ethics Discussion

City Clerk Estrada provided an abbreviated training on the City's Code of Ethics, noting that it was originally adopted in 2018 and later amended in 2019. Estrada continued, explaining that in January 2021, City Council directed staff to update the Code of Ethics and communicate with Board and Commission Members the option to seek an informal opinion from the City Attorney on the applicability of the Code of Ethics. Board members were also advised that the City is working with outside counsel to development a revised Code of Ethics and that training on the revised Code of Ethics is anticipated to being in April.

Approve the minutes of the December 8, 2020 Special Video Meeting

Approval of the December 2020 minutes was postponed to the April meeting.

Meter Replacement Project Update

Public Works Director Kintner and Allen Hunter outlined the Meter Replacement Project, summarizing its background, the project evolution, and its status accordingly:

Overview of Water:

- Water supplied by SPU
- Two, 4-million-gallon reservoirs
- Two booster pump stations
- 115 miles of watermains
- 85 pressure reducing valves (PRV) stations
- 7,866 water meters in service

Drivers for Replacing Meters:

- Aging meters – 64% of meter are 15 years or older
- Improve accuracy - 82% of meters read manually
- Better manage water loss
- Reduce sources of lead
- Create standard for replacing meters

Three options for meters and HDR Engineering's evaluation for each were reviewed with the Board:

- Manual/Touch Read
- Automated Metter Reading (AMR)
- Advanced Metering Infrastructure (AMI)

A comparison of the three models concluded that while AMI's cost was higher, there were significant benefits over the other two options.

The next steps include contraction negotiations Ferguson/Sensus in June 2021 and a Propagation Study to evaluate placement for transmitter units. Construction is anticipated to start in Q3 of 2021.

Utility Board Work Plan

Director Kintner reviewed the 2021 Utility Board Work Plan and previewed items scheduled:

- Joint Utility Board & City Council Meeting - March
 - SCADA Project Update
 - Risk & Resiliency
 - Meter Replacement
- NPDES Annual Report & Sustainability Work Plan - April
- Risk & Resiliency & ERP Report - May
- Board Elections & Booster CL2 Project Update & Authorization - June
- Public Works Facilities Tour & 2021 CIP Updates – July
- Stormwater & EMS Rate Discussion – September
- Sewer & Water Rate Discussion/Recommendation - October
- Recology Solid Waste Annual Report - November

OTHER BUSINESS

Public Works Department Update

Public Works Director Kintner updated the board on staffing and organizational changes with the Utility Board.

Board Member Reports

City Clerk Estrada reminded board members that the Annual Recruitment process to fill vacant and/or expiring terms was due to start in March. Board members with expiring terms were asked to email Estrada if they wished to be considered for reappointment.

ADJOURNMENT

There being no additional business, the meeting adjourned at 6:41 pm.

Attest:

Tim O'Connell, Chair

Deborah A. Estrada, City Clerk