

UTILITY ADVISORY COMMITTEE

December 15, 2016 (3:30 p.m. to 4:05 p.m.)

Members Present: Nancy Lillquist, Lee Honeycutt and Pat Nahan

Members Absent: Jill Scheffer, Ed Barry, Jim Goeben and Bob Johnson

Also Present: Ryan Lyyski, Public Works Director; Angela San Filippo, Senior Planner; Rodney Paul, Assistant Public Works Director; and Larry Dunbar, Energy Services Director;

These minutes are not a verbatim transcript of the meeting. This meeting was recorded, and is available for listening or copying at the City of Ellensburg, Energy Services Department, 501 N. Anderson Street, Ellensburg.

- I. **Call to Order.** Chair Lillquist called the meeting to order at 3:30 p.m.
- II. **Roll Call.** Jill Scheffer, Ed Barry, Jim Goeben and Bob Johnson absent.
- III. **Approval of Minutes.** Nancy wanted to clarify question 2C in the November minutes, that consensus was to not require repayment of the connection costs by the customer under the grant. Moved and seconded (Nahan/Honeycutt) to approve the minutes of November 17, 2016 as amended. Motion approved with all in favor.
- IV. **Approval of Consent Agenda.**
 - A. **Twin City Foods Industrial Wastewater Discharge Agreement.**
 - B. **Professional Services Agreement – WWTF Additional CA/Communications/Programming.**

Motion #2016-12-01: *Lee Honeycutt moved the committee approved the consent agenda as presented. Pat Nahan seconded. Motion approved with all in favor.*
- V. **Correspondence and Citizen Comments on Non-Agenda Items.**

None
- VIII. **Electric, Natural Gas, Water, Wastewater, Stormwater Utility Discussion Items.**
 - A. **Airport Well #3 – Change Order Proposal No. 6.** Ryan Lyyski explained the change order received from Culbert Construction and the contract supplement from Golder Associates.

Motion #2016-12-02: *Lee Honeycutt moved the committee forward a favorable recommendation that City Council authorize execution of change order number 6 with Culbert Construction in the approximate amount of \$155,364 and authorize a contract amendment with Golder Associates in the amount of \$4,965. Also recommend City Council authorize the Finance Director to make necessary budget amendments to be included in the 2017 budget. Pat Nahan seconded. Motion approved with all in favor.*

- B. **Decant Building Enclosure.** Ryan explained the project to enclose and heat the existing Decant Building Breezeway for winter. No bids were received, so a contract has been negotiated with Belsaas and Smith Construction for the work.

Motion #2016-12-03: *Lee Honeycutt moved the committee forward a favorable recommendation that City Council execute the contract with Belsaas and Smith Construction for the decant building enclosure in the amount of \$102,163.17 and authorize the Finance Director to make necessary budget amendments. Pat Nahan seconded. Motion approved with all in favor.*

- VI. **Comprehensive Plan Update – Capital Facilities and Utilities Chapter.** Angela San Filippo was present to review goals, policies and programs as discussed last meeting and answer any questions. There was discussion about reorganizing some goals, and Nancy suggested: ensure system reliability and safety; maintain competitive rates; and develop facilities in an environmentally sensitive manner. It was suggested to reorganize the goals and bring back to the committee at the January meeting.

- VII. **Telecommunications Utility Discussion Items.**

None

- IX. **Information Only Items (NO DISCUSSION)**

A. **Public Works Issues Update.** Ryan Lyyski reviewed the information provided.

B. **Energy Services Issues Update.** Larry Dunbar reviewed the information provided.

- X. **Next Meeting Date.** January 19, 2017 at 3:30 pm.

- XI. **Adjournment.** With no further discussion, the meeting adjourned at 4:05 p.m.

Respectfully submitted,
Beth Leader
Recording Secretary
Drafted: 12/23/2016
Approved: