

**OKEECHOBEE UTILITY AUTHORITY**  
**REGULAR MEETING MINUTES**  
Tuesday, July 10, 2018 8:30 A.M.  
Okeechobee County Historical Courthouse, Room 270  
Okeechobee, Florida

**Chairperson Creasman called the meeting to order at 8:33 A.M.** with the following members and alternates present:

**Board Members:**

John Creasman\*  
Michael Myers\*

**Alternates:**

Jeff Fadley\*\*  
Harry Moldenhauer\*\*\*

**Absent:**

Melanie Anderson  
Tommy Clay  
Derek Tremain

\*Voting Board Members

\*\*Voting in Tommy Clay's absence

\*\*\*Voting in Melanie Anderson's absence

**OUA Members:**

John Hayford  
George Gall  
Kristy Hamblen  
Jamie Mullis  
Tom Conely

**The Pledge of Allegiance was led by Chairperson Creasman.**

**Chairperson Creasman addressed Agenda Item No. 2 'Meeting Minutes from June 12, 2018' Motion by Jeff Fadley to approve the Meeting Minutes from June 12, 2018 as presented. Second by Michael Myers. Vote unanimous (4-0), motion carried.**

**Chairperson Creasman addressed Agenda Item No. 3 'Employee Recognition' Chairperson Creasman presented Tracy Cook with a Certificate of Appreciation and a check for her five years of service with the OUA.**

**Chairperson Creasman addressed Agenda Item No. 4 'Public Hearing – Resolution 18-02 – Non-Ad Valorem Assessments' Motion by Jeff Fadley to open the Public Hearing at 8:36AM. Second by Michael Myers. Vote unanimous (4-0), motion carried.** Finance Director Gall read the title of Resolution 18-02. Chairperson Creasman called for Comments from the Public, there were none. Chairperson Creasman called for Comments from the Board, there were none. **Motion by Jeff Fadley to close the Public Hearing at 8:37AM. Second by Michael Myers. Vote unanimous (4-0), motion carried.** *Steve Nelson in at 8:37AM.* **Motion by Jeff Fadley to approve Resolution 18-02 as presented. Second by Michael Myers. Vote unanimous (5-0), motion carried.**

**Chairperson Creasman addressed Agenda Item No. 5 'Consent Agenda' Motion by Harry Moldenhauer to approve the Consent Agenda as follows:**

**Consent Agenda Item No. 6 'Finance Report for the period ending June 30, 2018'**

**Consent Agenda Item No. 7 'Invoice from Thorn Run Partners in the amount of \$3,875.00'**

**Consent Agenda Item No. 8 ‘Invoice from PRP Construction – Whispering Pines CDBG in the amount of \$78,396.75.**

**Consent Agenda Item No. 9 ‘Invoice from Eckler Engineering, Inc. – SWTP Improvements in the amount of \$21,455.95’**

**Second by Michael Myers. Vote unanimous (5-0), motion carried.**

**Chairperson Creasman addressed Agenda Item No. 10 ‘Presentation of the FY17 Financial Statement Audit Report Filing of Annual Financial Report’** Finance Director Gall addressed the Board and presented Terry Morton from Nowlen, Holt and Miner, PA. Terry Morton presented the FY Audit to the Board. Mr. Morton advised that it is later than normal due to the pension change at the OUA. Mr. Morton advised that it is a clean audit. **Motion by Steve Nelson to accept the audit as presented. Second by Michael Myers. Vote unanimous (5-0), motion carried.**

Finance Director Gall advised that the Board needs to ratify the filing of both the Annual Financial Report with the CFO for the State of Florida by the OUA Board Chairperson and the OUA Finance Director and the Financial State Audit with the Auditor General for the State of Florida by OUA staff. **Motion by Jeff Fadley to ratify the filing of both the Annual Financial Report with the CFO for the State of Florida by the OUA Board Chairperson and the OUA Finance Director and the Financial State Audit with the Auditor General for the State of Florida by OUA staff. Second by Michael Myers. Vote unanimous (5-0), motion carried.**

**Chairperson Creasman addressed Agenda Item No. 11 ‘Infrastructure Solution Services Engineering Agreement’** Executive Director Hayford advised that Infrastructure Solution Services (ISS) is the engineer of record for the Whispering Pines Water Main Improvements project. The original contract price for the engineer was \$46,900 for design services and \$30,450 for construction services. Due to a scope of work change, ISS is requesting an additional \$10,441.00 for design services and \$4,329.00 for construction services. Amendment #1 is presented for Board consideration and approval of the contract price increase request. **Motion by Jeff Fadley to approve Amendment #1 of the engineering contract with Infrastructure Solution Services, in the amount of \$14,770.00 as presented. Second by Steve Nelson. Vote unanimous (5-0), motion carried.**

**Chairperson Creasman addressed Agenda Item No. 12 ‘Treasure Island Septic to Sewer Appropriation’** Executive Director Hayford advised that Dale Milita and Connie Vanassche are present to update the Board on the recent activity with House Bill 2227 (State Form 1136). This House Bill allocated \$523,867 towards the Treasure Island Septic to Sewer program. Executive Director Hayford advised that the estimated construction cost for this project is \$24,000,000. Staff would like to develop a plan to utilize this appropriation towards a partial project to fulfill the overall goal. At this time, only one project has been identified. Mr. Joe Hazellief has asked about the possibility of connection his wastewater treatment plant to the OUA system. If this project were to be considered, there would need to be a pump station and force main constructed to connect this system to the Pine Ridge Park pump station. If this is a viable project, staff will need to have a more in-depth conversation with Mr. Hazellief. After a brief discussion, **motion by Steve Nelson to authorize the execution of documents for the appropriation. Second by Jeff Fadley. Vote unanimous (5-0), motion carried.**

**Chairperson Creasman addressed Agenda Item No. 13 ‘Allocation of FY17 Operating Surplus’** Executive Director Hayford advised that the Net Unbudgeted Operating Surplus from completion of FY17 is \$692,666. Staff recommends to allocate the funds to Capital Improvement Project Funds in the amount of \$300,000, Rate Stabilization Fund in the amount of \$300,000 and General Operating Fund Account in the amount of \$92,666.

**Motion by Harry Moldenhauer to approve the allocation of the FY17 Operating Surplus as presented. Second by Steve Nelson. Vote unanimous (5-0), motion carried.**

**Chairperson Creasman addressed Agenda Item No. 14 ‘Whispering Pines WM Improvement Project Update’** Executive Director Hayford advised that the project has started and it is going smoothly. The Board had previously agreed to waive the connection fees for those residences meeting the low to moderate income requirements. Staff has identified 140 single family connections and 31 multi-family connections. Direction is needed as to provide free connections to the multi-family connections or to the single family connections only and when should the opportunity for the free connection expire. **Motion by Michael Myers to approve the free connections to the all residences and the no cost option to expire 30 days after DEP Certification. Second by Steve Nelson. The vote was as follows:**

<b>John Creasman</b>	<b>Yes</b>
<b>Jeff Fadley</b>	<b>No</b>
<b>Harry Moldenhaur</b>	<b>Yes</b>
<b>Michael Myers</b>	<b>Yes</b>
<b>Steve Nelson</b>	<b>Yes</b>

**Super majority rule (4-1), motion carried.**

**Chairperson Creasman addressed Agenda Item No. 15 ‘Public Comments’** There were none.

**Chairperson Creasman addressed Agenda Item No. 16 ‘Items from the Attorney’** There were none.

**Chairperson Creasman addressed Agenda Item No. 17 ‘Items from the Executive Director’** Executive Director Hayford advised that the final budget items will be brought back at next month’s meeting for discussion.

**Chairperson Creasman addressed Agenda Item No. 18 ‘Items from the Board’** There was none requiring action.

**There being no other business, meeting adjourned at 10:07 A.M.**

PLEASE TAKE NOTICE AND BE ADVISED that if a person decided to appeal any decision made by the Okeechobee Utility Authority with respect to any matter considered at this meeting, he/she may need to insure that verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. A CD recording of this meeting is on file in the Executive Director’s office.

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Chairperson

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Executive Director (Secretary)