

**OKEECHOBEE UTILITY AUTHORITY  
REGULAR MEETING MINUTES**

Tuesday, November 13, 2018 10:00 A.M.

Okeechobee Utility Authority  
Main Office  
Okeechobee, Florida

**Acting Chairperson Clay called the meeting to order at 10:00 A.M.** with the following members and alternates present:

**Board Members:**

Melanie Anderson\*  
Tommy Clay\*  
Steve Nelson\*

**Alternates:**

Harry Moldenhauer  
Derek Tremain\*\*

**Absent:**

John Creasman  
Jeff Fadley  
Michael Myers

\*Voting Board Members

\*\*Voting in Michael Myers absence

**OUA Members:**

John Hayford  
Kristy Hamblen  
Jamie Mullis  
Tom Conely

*There will be no recording of this meeting. Audio system was not operating.*

**The Pledge of Allegiance was led by Acting Chairperson Clay.**

**Acting Chairperson Clay addressed Agenda Item No. 2 “Meeting Minutes from October 9, 2018” Motion by Steve Nelson to approve the Meeting Minutes from October 9, 2018 as presented. Second by Melanie Anderson. Vote unanimous (4-0), motion carried.**

**Acting Chairperson Clay addressed Agenda Item No. 3 ‘Consent Agenda’ Motion by Steve Nelson to approve the Consent Agenda as follows:**

**Consent Agenda Item No. 4 ‘Finance Report for the period ending October 31, 2018’**

**Consent Agenda Item No. 5 ‘Invoice from Thorn Run Partners, in the amount of \$3,325.00**

**Consent Agenda Item No. 6 ‘Invoice from Eckler Engineering, Inc – STWP Improvements  
in the amount of \$6,666.01’**

**Consent Agenda Item No. 7 ‘Invoice from PRP Construction-Whispering Pines WM Improvements  
in the amount of \$66,827.61’**

**Second by Melanie Anderson. Vote unanimous (4-0), motion carried.**

**Acting Chairperson Clay addressed Agenda Item No. 8 ‘SE 8<sup>th</sup> Ave Water Main Replacement’** Executive Director Hayford advised that the OUA received proposals on October 29, 2108 at 3pm for this project. There were three proposals submitted. The review committee reviewed and ranked the proposals. Holtz Consulting Engineers,

Inc., received the highest ranking. **Motion by Melanie Anderson to approve the ranking as submitted and authorize staff to negotiate a scope of work. Second by Steve Nelson. Vote unanimous (4-0), motion carried.**

**Acting Chairperson Clay addressed Agenda Item No. 9 ‘Southwest Section Wastewater Service Area’** Executive Director Hayford advised that the OUA has an engineering RFP out at this time. The RFP’s are due back Monday, November 19, 2018 at 3PM. Staff is requesting the Board to appoint a Board Member to the review committee. Melanie Anderson nominated Steve Nelson to sit on review committee for the RFP’s. Steve Nelson accepted.

**Acting Chairperson Clay addressed Agenda Item No. 10 ‘SFWMD Short Term Injection Well Testing’** Executive Director advised that the agreement between the OUA and SFWMD, pertaining to the short term testing at the Cemetery WWTP has been received and has been included in the board package for review. SFWMD is funding the study as per outlined in the attached documents. **Motion by Steve Nelson to approve the agreement as presented. Second by Melanie Anderson. Vote unanimous (4-0), motion carried.**

**Acting Chairperson Clay addressed Agenda Item No. 11 ‘Short Term Injection Well Testing’** Executive Director advised that Staff advertised for bids for the actual injection well testing. All Webb’s Enterprise had the lowest bid. A modification for professional services of McNabb Hydrogeologic Consulting, Inc has been received also. After a brief discussion, **motion by Steve Nelson to approve the proposal from McNabb Hydrogeologic Consulting, Inc. in the amount of \$32,375.00, as presented. Second by Melanie Anderson. Vote unanimous (4-0), motion carried. Motion by Steve Nelson to approve the agreement with All Webb’s Enterprises, in the amount of \$95,000.00 as presented. Second by Melanie Anderson. Vote unanimous (4-0), motion carried.**

**Acting Chairperson Clay addressed Agenda Item No. 12 ‘OUA Board of Director’s Meeting Times and Dates’** Executive Director Hayford advised that there have been several conversations recently concerning the day and time of the OUA Meetings. Several meetings day and times were discussed, **motion by Steve Nelson to move the OUA Board of Director’s monthly meetings to the second Monday of every month at 8:30AM and to return to the OUA Main Office for all meetings instead of using the Okeechobee County Board of County Commissioner Chambers. Second by Melanie Anderson. Vote unanimous (4-0), motion carried.**

**Acting Chairperson Clay addressed Agenda Item No. 13 ‘Public Comments’** There were none.

**Acting Chairperson Clay addressed Agenda Item No. 14 ‘Items from the Attorney’** There were none.

**Acting Chairperson Clay addressed Agenda Item No. 15 ‘Items from the Executive Director’** Executive Director Hayford advised that the OUA Annual Christmas BBQ has been scheduled for December 13<sup>th</sup>. In the past, the Board has authorized the distribution of the employee bonus at the Christmas BBQ. **Motion by Steve Nelson to authorize staff to distribute the employee bonuses at the OUA Annual Christmas BBQ on December 13, 2018. Second by Melanie Anderson. Vote unanimous (4-0), motion carried.**

**Acting Chairperson Clay addressed Agenda Item No. 16 ‘Items from the Board’** Board Member Tommy Clay gave a brief update on a development on SR 78 W, Glades County.

**There being no other business, meeting adjourned at 10:44 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)