

**OKEECHOBEE UTILITY AUTHORITY
MEETING MINUTES**

Tuesday, February 10, 2020 10:00 A.M.
Okeechobee Utility Authority
Okeechobee County Historic Courthouse, Room 270
Okeechobee, Florida

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

Board Members:

Melanie Anderson*
John Creasman*
Carl Leonard*
Steve Nelson*

Alternates:

Harry Moldenhauer

Absent:

Jeff Fadley

*Voting Board Members

OUA Members:

John Hayford
George Gall
Kristy Hamblen
Jamie Mullis
Tom Conely

The Pledge of Allegiance was led by Chairperson Nelson.

**Chairperson Nelson addressed Agenda Item No. 2 ‘Meeting Minutes from January 13, 2020’
Motion by Carl Leonard to approve the Meeting Minutes as presented. Second by Melanie
Andeson. Vote unanimous (4-0), motion carried.**

**Chairperson Nelson addressed Agenda Item No. 3 ‘Consent Agenda’ John Creasman requested
to pull Consent Agenda Item No. 10 ‘Invoice from GO Underground’**

Motion by John Creasman to approve the Consent Agenda as follows:

Consent Agenda Item No. 4 ‘Finance Report for the period ending January 31, 2020’

**Consent Agenda Item No. 5 ‘Invoice from Raftelis – Preparation of the Five-Year Financial
Forecast in the amount of \$7,105.00’**

**Consent Agenda Item No. 6 ‘Invoice from Vocelle and Berg, LLP in the amount of
\$5,897.80’**

**Consent Agenda Item No. 7 ‘Invoice from Sumner Engineering & Consulting in the
amount of \$33,986.90’**

Consent Agenda Item No. 8 ‘Invoice from RJ Sullivan in the amount of \$409,714.55’

**Consent Agenda Item No. 9 ‘Invoices from Holtz Consulting Engineers, Inc in the amounts
of \$3,556.35 and \$8,298.15’**

**Consent Agenda Item No. 11 ‘Invoice from Eckler Engineering in the amount of \$7,034.50’
Second by Carl Leonard. Vote unanimous (4-0), motion carried.**

Chairperson Nelson addressed Consent Agenda Item No. 10 ‘Invoice from GO Underground Utilities – SE 8th Ave, Water Main Replacement’ Board Member John Creasman advised that he has receive a few complaints regarding the contractor’s working quality, should payment be held until the complaints have been handled. Executive Director Hayford advised that staff has not received any complaints and the Operations Director, Jamie Mullis would have handled the complaints had there been any. Any complaints received would be logged in as to who is making it, telephone number, where is occurred and what was wrong. OUA field inspectors are on the job daily. Since the job is not completed, there is retainage on the project, there is no reason to hold payment at this time. **Motion by John Creasman to approve the invoice from GO Underground in the amount of \$253,038.60 as presented. Second by Carl Leonard. Vote unanimous (4-0), motion carried.**

Chairperson Nelson addressed Agenda Item No. 12 ‘FY20 Rate Adjustment’ Executive Director Hayford advised that the five-year forecast completed by Raftelis, rate adjustments will be required. It was also suggested that a mid-fiscal year rate adjustment. After a brief discussion, **motion by John Creasman to authorize staff to advertise for a Public Hearing for the March 2020, meeting for a rate adjustment to the FY20 rates. Second by Carl Leonard. Vote unanimous (4-0), motion carried.**

Chairperson Nelson addressed Agenda Item No. 13 ‘BB&T Refunding’ Executive Director Hayford explained that staff contacted BB&T and other financial institutes to inquire if there were better rates than the current financing rate the OUA has with BB&T. BB&T had the best rates. After a brief discussion concerning the notes and offers, **motion by Melanie Anderson to accept the new offer from BB&T and authorize execution of the refinancing documents. Second by John Creasman. Vote unanimous (4-0), motion carried.**

Chairperson Nelson addressed Agenda Item No. 14 ‘Cemetery Road Water Main Extension’ Executive Director Hayford gave an update concerning this possible project.

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

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

Chairperson Nelson addressed Agenda Item No. 17 ‘Items from the Executive Director’ Executive Director Hayford gave an update on current projects.

Chairperson Nelson addressed Agenda Item No. ‘Items from the Board’ There were none requiring action.

There being no other business, meeting adjourned at 11:01 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 ensure 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.

Chairperson

Executive Director (Secretary)

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