

OKEECHOBEE UTILITY AUTHORITY
REGULAR MEETING MINUTES
Monday, April 8, 2019 10:00 A.M.
Okeechobee Utility Authority
Okeechobee County Historic Courthouse, Room 270
Okeechobee, Florida

Vice Chairperson Creasman called the meeting to order at 10:01 A.M. with the following members and alternates present:

Board Members:

Tommy Clay*
John Creasman*
Carl Leonard*

Alternates:

Harry Moldenhauer**

Absent:

Melanie Anderson
Jeff Fadley
Steve Nelson

*Voting Board Members

**Voting in Melanie Anderson's absence

OUA Members:

John Hayford
George Gall
Jamie Mullis
Kristy Hamblen
Tom Conely

The Pledge of Allegiance was led by Vice Chairperson Creasman.

Steve Nelson in at 10:03A.M. and took control of the meeting as Chairperson.

Chairperson Nelson addressed Agenda Item No. 2 'Meeting Minutes from March 11, 2019' Executive Director Hayford advised that an amended Meeting Minutes have been presented this morning, there was a change on Agenda Item No. 18. The original minutes advised that American Credit was listed as the choice of collections agency, it was actually Preferred Collection and Management. **Motion by John Creasman to approve the Meeting Minutes from March 11, 2019 as amended. Second by Tommy Clay. Vote unanimous (5-0), motion carried.**

Chairperson Nelson addressed Agenda Item No. 3 'Employee Recognition' Chairperson Nelson advised that the OUA will recognize Josh Mercer for his five years of service to the OUA. Josh Mercer was unable to attend the meeting.

Chairperson Nelson addressed Agenda Item No. 4 'Consent Agenda' Motion by Tommy Clay to approve the Consent Agenda as follows:

Consent Agenda Item No. 5 'Finance Report from the period ending March 31, 2019'

Consent Agenda Item No. 6 'Invoice from Thorn Run Partners in the amount of \$3,325.00'

Consent Agenda Item No. 7 'Invoice from All Webb's Enterprises – Injection Well Testing in the

amount of \$5,000.00'

Consent Agenda Item No. 8 'Invoice from McNabb Hydrogeologic Consulting, Inc. in the amount of \$6,600.

Consent Agenda Item No. 9 'Invoice from Holtz Consulting Engineers, Inc – SE 8th Ave WM Replacement in the amount of \$2,874.46'

Consent Agenda Item No. 10 'Invoices from Infrastructure Solution Services – Whispering Pines WM Improvements in the amounts of \$4,567.50 & \$3,045.00'

Consent Agenda Item No. 11 'Delinquent Accounts Update'

Second by Harry Moldenhauer. Vote unanimous (5-0), motion carried.

Chairperson Nelson addressed Consent Agenda Item No. 12 'Whispering Pines Water Main Improvements' Executive Director Hayford advised that this project is complete. The contractor, PRP Construction, has submitted Change Order No. 2, deducting \$36,649.70 from the contract price. **Motion by John Creasman to approve Change Order No. 2, deducting \$36,649.70 as presented. Second by Tommy Clay. Vote unanimous (5-0), motion carried.** Executive Director Hayford advised that a Final Pay Request has been submitted by PRP Construction in the amount of \$86,309.03. **Motion by John Creasman to approve the final pay request in the amount of \$86,309.03 from PRP Construction as presented. Second by Tommy Clay. Vote unanimous (5-0), motion carried.** Executive Director Hayford advised that there are 22 occupied properties in Whispering Pines that elected to not connect to the OUA system. Since the County has made this a mandatory connection area, the OUA will need to provide the County with the information on these properties to the County. **Motion by Tommy Clay to authorize staff to notify the County of the occupied properties that did not connect to the OUA system. Second by John Creasman. Vote unanimous (5-0), motion carried.**

Chairperson Nelson addressed Consent Agenda Item No. 13 'Request to Purchase Property' Executive Director Hayford advised that a letter of interest in purchasing property from OUA was received from Sell Me Dirt, LLC. The Board advised that there is no interest in selling the property that was inquired about.

Chairperson Nelson addressed Agenda Item No. 14 'WWTF Vehicle Purchase' Executive Director Hayford advised that at the March 2018 meeting, the Board authorized the purchase a 2019 Ford Ranger from Alan Jay in the amount of \$25,443. It has since been discovered that staff made an error in listing the lowest price truck and who the vendor is. Prestige Ford has the actual lowest price at \$24,635.00. **Motion by Tommy Clay to rescind the action previously made, authorizing the purchase from Alan Jay. Second by John Creasman. Vote unanimous, (5-0), motion carried. Motion by Tommy Clay to authorize the purchase of a 2019 Ford Ranger from Prestige Ford in the amount of \$24,635. Second by Carl Leonard. Vote unanimous (5-0), motion carried.**

Chairperson Nelson addressed Agenda Item No. 15 'Accounts to be Sent to Collections' Executive Director Hayford advised that at the March 2019 meeting, the Board authorized staff to write-off delinquent accounts totaling \$9,770.04. Staff is requesting authorization to send these accounts to the collection agency. **Motion by John Creasman to authorize staff to send the delinquent accounts to the collection agency. Second by Tommy Clay. Vote unanimous (5-0), motion carried.**

Chairperson Nelson addressed Agenda Item No. 16 'SW Wastewater Service Area Engineering Proposal' Executive Director Hayford advised that Sumner Engineering has submitted a scope of work and fee schedule for this project. The scope of work and fee schedule is only for the first task which will carry the project from initial up through financing and initial 10% design. The fee schedule states that the costs associated with this work will be

\$242,205. Motion by John Creasman to approve the scope of work and fee schedule as presented. Second by Tommy Clay. Vote unanimous (5-0), motion carried.

Chairperson Nelson addressed Agenda Item No. 17 ‘Cemetery Road Injection Well’ Executive Director Hayford advised that the Short Term Injection Well project is complete. The OUA Consultant, McNabb Hydrogeologic Consulting, Inc. has prepared the final Technical Memorandum sustaining a maximum flow of almost 19.6 MGD. The existing operating permit for the injection well needs to be increased to 19 MGD from the current permitted capacity. McNabb Hydrogeologic Consulting has prepared a cost to modify this permit in the amount of \$15,190.00. **Motion by Tommy Clay to authorize McNabb Hydrogeologic Consulting, Inc. to modify the current operating permit at the Cemetery Road WWTF Injection Well in the amount of \$15,190.00. Second by Carl Leonard. Vote unanimous (5-0), motion carried.**

Chairperson Nelson addressed Agenda Item No. 18 ‘Public Comments’ There were none

Chairperson Nelson addressed Agenda Item No. 19 ‘Items from the Attorney’ Attorney Conely gave an update on the lawsuit concerning the OUA and 46th Ave Villas.

Chairperson Nelson addressed Agenda Item No. 20 ‘Items from Executive Director’ Executive Director Hayford advised that a copy of the letter that was sent the Army Corp of Engineers was placed at each member’s seat for informational purposes only.

A late invoice was received from Eckler Engineering in the amount of \$3,455.69, for the SWTP Improvements, professional services. **Motion by Tommy Clay to approve the invoice from Eckler Engineering, in the amount of \$3,455.69. Second by Carl Leonard. Vote unanimous (5-0), motion carried.**

Chairperson Nelson addressed Agenda Item No. 21 ‘Items from the Board’ A discussion ensued concerning the level of Lake Okeechobee.

There being no other business, meeting adjourned at 11:14 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.

Chairperson

Executive Director (Secretary)