

OKEECHOBEE UTILITY AUTHORITY
REGULAR MEETING MINUTES
Tuesday, September 11, 2018 8:30 A.M.
Okeechobee County Historical Courthouse, Room 270
Okeechobee, Florida

Chairperson Creasman called the meeting to order at 8:30 A.M. with the following members and alternates present:

Board Members:

Tommy Clay*
John Creasman*
Michael Myers*
Steve Nelson*

Alternates:

Harry Moldenhauer**

Absent:

Melanie Anderson
Derek Tremain

*Voting Board Members

**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.

Moment of silence was taken for a past Board Member, Thomas Markham, who recently passed away.

Chairperson Creasman addressed Agenda Item No. 2 'Corrected Meeting Minutes from July 10, 2018' Chairperson advised that after the last board meeting, it was discovered that a few corrections were needed to be made. Chairperson Creasman read the presented changes. **Motion by Tommy Clay to approve the corrected Meeting Minutes from July 10, 2018 as presented. Second by Jeff Fadley. Vote unanimous (5-0), motion carried.** A brief discussion ensued concerning an Alternate Member making the second. Attorney Conley advised that he prefers that the Alternate not make motions or seconds. **Motion by Tommy Clay to rescind the original motion. Second by Michael Myers. Vote unanimous (5-0), motion carried. Motion by Tommy Clay to approve the corrected Meeting Minutes from July 10, 2018 as presented. Second by Steve Nelson. Vote unanimous (5-0), motion carried.**

Chairperson Creasman addressed Agenda Item No. 3 'Meeting Minutes from August 14, 2018' Motion by Tommy Clay to approve the Meeting Minutes from August 14, 2018 as presented. Second by Steve Nelson. Vote unanimous (5-0), motion carried.

Chairperson Creasman addressed Agenda Item No. 4 'Guidance on Options to Improve the Budget' Executive Director Hayford advised that at last month's meeting, the Board directed Staff to find ways to reduce expenses or increase revenues. Discussion ensued on the presented possibilities of improving the budget.

Chairperson Creasman addressed Agenda Item No. 5 ‘Public Hearing – FY19 Schedule of Rate, Fees and Charges – Resolution 18-05’

Motion by Tommy Clay to open Public Hearing at 9:21AM. Second by Steve Nelson. Vote unanimous (5-0), motion carried. Executive Director Hayford advised that a 3% rate increase has been added to certain water and wastewater rates.

Chairperson Creasman called for Comments from the Public – there were none.

Chairperson Creasman called for Comments from the Board – there were none.

Executive Director Hayford read the title of the Resolution.

Motion by Steve Nelson to close the Public Hearing at 9:34AM. Second by Tommy Clay. Vote unanimous (5-0), motion carried. Motion by Tommy Clay to approve Resolution 18-05 as presented. Second by Steve Nelson. Vote unanimous (5-0), motion carried.

Chairperson Creasman addressed Agenda Item No. 6 ‘Public Hearing – FY19 CCC Rates for Water and Wastewater – Resolution 18-06’ Motion by Tommy Clay to open the Public Hearing at 9:35AM. Second by Steve Nelson. Vote unanimous (5-0), motion carried. Finance Director Gall explained that this Resolution is to maintain the 75% rate reduction for the meter installation fee and the Capital Connection Charge. Since October 1, 2015, the OUA obtained 106 new water customers versus a budget of 75 and 41 new wastewater customers versus a budget of 36. The AGRC will be capped at \$250 for water and \$500 for wastewater.

Chairperson Creasman called for comments from the Public, there were none.

Chairperson Creasman called for comments from the Board, there were none.

Motion by Steve Nelson to close the Public Hearing at 9:38AM. Second by Tommy Clay. Vote unanimous (5-0), motion carried. Motion Tommy Clay to approve Resolution 18-06 as presented. Second by Steve Nelson. Vote unanimous (5-0), motion carried.

Chairperson Creasman addressed Agenda Item No. 7 ‘Public Hearing – Resolution 18-07, FY19 Budget’ Motion by Tommy Clay to open the Public Hearing as 9:39AM. Second by Steve Nelson. Vote unanimous (5-0), motion carried.

Executive Director Hayford presented the final FY19 Budget.

Chairperson Creasman called for comments from the Public, there were none.

Chairperson Creasman called for comments from the Board. Chairperson Creasman advised that he would like to see the employee merit raise, COLA and merit bonus revert back to the original purposed numbers of 1.5% merit raise, 1% COLA and 1.5 merit bonus.

Motion by Tommy Clay to close the Public Hearing at 9:48AM. Second by Steve Nelson. Vote unanimous (5-0), motion carried.

Executive Director Hayford read the title of Resolution 18-07.

Motion by Tommy Clay to approve Resolution 18-07, FY19 Budget with the change to the employees pay increase. Second by Steve Nelson. Vote unanimous (5-0), motion carried.

Chairperson Creasman addressed Agenda Item No. 8 ‘Consent Agenda’. Motion by Tommy Clay to approve the Consent Agenda as follows:

Consent Agenda Item No. 9 ‘Finance Report for the period ending August 30, 2018’

Consent Agenda Item No. 10 ‘Invoice from Thorn Run Partners in the amount of \$3,325.00’

Consent Agenda Item No. 11 ‘Invoice from Eckler Engineering, Inc., SWTP Improvements in the amount of \$3,446.04’

Consent Agenda Item No. 12 ‘Accounts to be Written Off

Second by Steve Nelson. Vote unanimous (5-0), motion carried.

Chairperson Creasman addressed Agenda Item No. 13 ‘King’s Bay Maintenance Agreement’ Executive Director Hayford advised that after calculating all the expenses for King’s Bay over the last year, the proposed rate is \$5.80 a month per account. **Motion by Tommy Clay to approve the King’s Bay Maintenance Agreement monthly cost of \$5.80 as presented. Second by Steve Nelson. Vote unanimous (5-0), motion carried.**

Chairperson Creasman addressed Agenda Item No. 14 ‘2019 Wastewater Projects’ Executive Director Hayford advised that in the past the OUA Board has discussed several areas for wastewater expansion. Recently, the OUA received funding from FDEP for the Treasure Island Collection System. Staff had a conversation with FDEP concerning the use of these funds on a different project other than the entire septic to sewer project for Treasure Island. FDEP is receptive to supporting a request from a sponsor should the sponsor request a redirection of the appropriation towards a similar project within the same area. Three projects were discussed that FDEP seemed to think would be acceptable; Modified Treasure Island project to include the Vantage Oaks, Pine Ridge Park Septic to Sewer and SW section Septic to Sewer. After discussing the possible rankings, **motion by Tommy Clay to approve the rankings as follows:**

- SW Section Septic to Sewer
- Pine Ridge Park Septic to Sewer
- Treasure Island Septic to Sewer

Second by Michael Myers. Harry Moldenhauer advised that Treasure Island should be ranked number 2 since money has already been spent on the project. **Tommy Clay amended his original motion to approve the rankings as follows:**

- SW Section Septic to Sewer
- Treasure Island Septic to Sewer
- Pine Ridge Park Septic to Sewer

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

The Board directed Staff to move forward with the SW Section Septic to Sewer project.

Motion by Tommy Clay to apply for the allocated FDEP funding to be redirected to another similar project. Second by Michael Myers. Vote unanimous (5-0), motion carried.

Chairperson Creasman addressed Agenda Item No. 15 ‘SR710 Extension’ Executive Director Hayford gave an update regarding the SR 710 Extension.

Chairperson Creasman addressed Agenda Item No. 16 ‘Public Comments’ OUA customer, Ron Maguire, addressed the Board and advised that the OUA did a great job restoring the area where recent work was done on his property. Mr. Maguire inquired about the water main replacement project. Executive Director Hayford advised that staff has contacted DEP regarding the removal of the asbestos pipe, once that information is received, staff will advertise for engineering services and the project will move forward.

Chairperson Creasman addressed Agenda Item No. 17 ‘Items from the Attorney’ Attorney Conely advised that he has not received all of the Executive Director evaluations from the Board Members.

Chairperson Creasman addressed Agenda Item No. 18 ‘Items from the Executive Director’

Executive Director Hayford advised that a late invoice from PRP was received. PRP is the contractor of the Whispering Pines Water Main Improvements. The amount requested is \$181,766.70. **Motion by Tommy Clay to approve the invoice from PRP in the amount of \$181,766.70 as presented. Second by Michael Myers. Vote unanimous (5-0), motion carried.**

Executive Director Hayford gave an update concerning the Florida Historical Building restoration ranking. Executive Director Hayford advised that there is an OUA customer who has a vacant house with a high bill. The customer advised that there are no leaks that can be found. Customer has requested a credit for the water consumption. OUA policy prevents any customer from receiving free water. The customer has been offered a payment agreement.

Executive Director Hayford advised that he has a webinar with USDA on Thursday.

Chairperson Creasman addressed Agenda Item No. 19 ‘Items from the Board’ There were none.

There being no other business, meeting adjourned at 10:55 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)