

**OKEECHOBEE UTILITY AUTHORITY**  
**REGULAR MEETING MINUTES**  
Monday, August 12, 2019 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:**

Tommy Clay\*  
John Creasman\*  
Carl Leonard\*  
Steve Nelson\*

**Alternates:**

Jeff Fadley  
Harry Moldenhauer\*\*

**Absent:**

Melanie Anderson

\*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 Nelson.**

**Chairperson Nelson addressed Agenda Item No. 2 'Meeting Minutes from July 8, 2019' Motion by Tommy Clay to approve the Meeting Minutes from the regular meeting on July 8, 2019 as presented. Second by Carl Leonard. Vote unanimous (5-0), motion carried. Motion by Tommy Clay to approve the Meeting Minutes from the Workshop on July 8, 2019, as presented. Second by Carl Leonard. Vote unanimous (5-0), motion carried.**

**Chairperson Nelson addressed Agenda Item No. 3 'Consent Agenda' Motion by Tommy Clay to approve the Consent Agenda as follows:**

**Consent Agenda Item No. 4 'Finance Report for the period ending July 31, 2019'**

**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 – SWTP Improvements – Professional Services in the amount of \$15,045.15'**

**Consent Agenda Item No. 7 'Invoice from RJ Sullivan – SWTP Improvements in the amount of \$293,370.27'**

**Consent Agenda Item No. 8 'Invoice from Sumner Engineering & Consulting, Inc – SW Wastewater Project in the amount of \$18,646.50'**

**Consent Agenda Item No. 9 'Invoice from Parkson – WWTF Residual Drying Facility in the amount of \$454,385.00'**

**Consent Agenda Item No. 10 'Accounts to be Written-Off'**

**Second by Carl Leonard. Vote unanimous (5-0), motion carried.**

**Chairperson Nelson addressed Agenda Item No. 11 ‘DEO Grant Application – Okee-Tantie’** Executive Director Hayford advised that this is a working document. The application, if approved would still need Board approval to accept the grant application. The grant includes the entire Okee-Tantie main route. Terry Burroughs, Okeechobee County BOCC, Chairman, addressed the Board and gave a brief description of the grant. Staff will bring back the final document.

**Chairperson Nelson Addressed Agenda Item No. 12 ‘FDOT Roundabout US 441SE at SE 18<sup>th</sup> Terrace’** Executive Director Hayford advised that FDOT is finishing the design and plans for construction of a roundabout traffic circle at the intersection of US HWY 441 SE & SE 18<sup>th</sup> Ter. The current layout impacts two OUA water mains, a 6-inch cast iron along the north side of US 441/98 and an 8-inch ductile iron water main along the south side. The OUA is responsible for moving these lines. The OUA has two options; hire an outside contractor to move these lines or the OUA can do the work. If the OUA is the contractor, this will be done by phases. **Motion by Tommy Clay to authorize staff to move forward with the project utilizing OUA resources. Second by John Creasman. Vote unanimous (5-0), motion carried.**

**Chairperson Nelson addressed Agenda Item No. 13 ‘Lakeview Estates WWTF’** Executive Director Hayford advised that several years ago, the State awarded an appropriation to a private company (One Water) to demonstrate the ability of the company’s wastewater treatment method. One Water contacted the OUA to see if a site was available to construct this facility. The company selected the Lakeview Estates WWTF as a viable site for this demonstration. The State Appropriation listed specifically One Water as the recipient however; due to procedural matter, the State Appropriation must be delivered to a governmental entity and not directly to a commercial enterprise. The OUA will need to enter into a contract with the State and then a contract with One Water. There needs to be line items added to the FY20 Budget, recognizing a revenue of \$1M from the State and the cost of \$1M for the demonstration project. **Motion by Tommy Clay to approve the additional line items added to the FY20 Budget, recognizing a revenue of \$1M from the State and the cost of \$1M for the demonstration project. Second by Harry Moldenhauer. Vote unanimous (5-0), motion carried.**

**Chairperson Nelson addressed Agenda Item No. 14 ‘Water Conservation Projects Grant Application’** Executive Director Hayford advised that the State of Florida has allocated \$40M to fund developing water supply and water resources projects. The SFWMD has been tasked with assisting in developing these types of projects in a cost-shared basis. The OUA is currently evaluating several companies that provide “smart” meter technology. There are three different service areas for consideration:

Buckhead Ridge service area, to serve approximately 1,150 metered accounts with an estimated cost of \$439,500.

Buckhead Ridge and southern service area, to serve approximately 3,800 metered accounts with an estimated cost of \$1,110,000.

The entire OUA service area, to serve approximately 9,400 metered accounts with an estimated cost of \$2,530,000.

**Motion by John Creasman to authorize the Board Chairperson and the appropriate staff to prepare an application for the second option of Buckhead Ridge and the southern service area. Second by Tommy Clay. Vote unanimous (5-0), motion carried.**

**Chairperson Nelson addressed Agenda Item No. 15 ‘OUA Health Care Benefit’** Executive Director Hayford advised that the initial PRM projected health care cost would increase by 8%. At that time, staff requested an increase to the OUA monthly contribution to each employee from \$620.00 to \$775.00. The actual increase has now

been set at 4.7% by PRM. Since the increase is not as high as initially proposed, the Board could elect to reduce the OUA monthly contribution to each employee. **Motion by John Creasman to set the OUA monthly contribution at \$700.00. Second by Tommy Clay. Vote unanimous (5-0), motion carried.**

**Chairperson Nelson addressed Agenda Item No. 16 ‘Preliminary FY20 Budget’** Executive Director Hayford gave an update on the FY20 Budget. No action required.

**Chairperson Nelson addressed Agenda Item No. 17 ‘Public Comments’** There were none.

**Chairperson Nelson addressed Agenda Item No. 18 ‘Items from the Attorney’** There were none.

**Chairperson Nelson addressed Agenda Item No. 19 ‘Items from the Executive Director’** Executive Director Hayford gave an update on recent activities at the OUA.

Executive Director Hayford advised that ECO has requested that the Board appoint a member and the Executive Director as a liaison to the Economic Council of Okeechobee. The Board appointed Tommy Clay and John Hayford as the liaison to the ECO.

Executive Director Hayford advised that the OUA currently has a contract with Thorn Run Partners, who provide Federal Lobbyist support to the OUA. Staff has not heard from this organization in several months. Staff is recommending the contract with Thorn Run Partners to be terminated. **Motion by John Creasman to terminate the contact with Thorn Run Partners as allowed in the agreement. Second by Tommy Clay. Vote unanimous (5-0), motion carried.** The Board advised for Staff to publish an RFP for a new Federal Lobbyist. The Board also advised for staff to bring back current contract between the OUA and CAS Governmental Services, LLC.

**Chairperson Nelson addressed Agenda Item No. 20 ‘Items from the Board’** There were none.

**There being no other business, meeting adjourned at 11:19 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)