

**OKEECHOBEE UTILITY AUTHORITY
MEETING MINUTES**

Monday, June 9, 2020 10:00 A.M.
Okeechobee Utility Authority
Okeechobee County Historic Courthouse
304 NW 2nd St, Room 270
Okeechobee, Florida

Chairperson Nelson called the meeting to order at 10:04 A.M. with the following members and alternates present:

Board Members:

Melanie Anderson*
Tommy Clay*
John Creasman*
Steve Nelson*

Alternates:

Absent:

Jeff Fadley
Carl Leonard
Harry Moldenhauer

*Voting Board Members

OUA Members:

John Hayford
George Gall
Jamie Mullis
Kristy Hamblen
Tom Conely

The Pledge of Allegiance was led by Chairperson Nelson.

Chairperson Nelson addressed Agenda Item No. 2 ‘FY21 Preliminary Budget & Resolution 20-03’

Motion by Tommy Clay to open the Public Hearing at 10:05 A.M. Second by Melanie Anderson. Vote unanimous (4-0), motion carried.

Executive Director Hayford read the title of Resolution 20-03.

Finance Director Gall gave a brief presentation of the Preliminary FY21 Budget.

Chairperson Nelson called for comments from the Public. There were none.

Chairperson Nelson called for comments from the Board. There were none.

Motion by Tommy Clay to close the Public Hearing at 10:19 A.M. Second by Melanie Anderson. Vote unanimous (4-0).

Motion by Tommy Clay to adopt Resolution 20-03 as presented. Second by Melanie Anderson. Vote unanimous (4-0), motion carried.

Chairperson Nelson addressed Agenda Item No. 3 ‘Meeting Minutes from May 11, 2020’

Motion by Melanie Anderson to approve the Meeting Minutes from May 11, 2020. Second by Tommy Clay. Vote unanimous (4-0), motion carried.

Chairperson Nelson addressed Agenda Item No. 4 ‘Employee Recognition’ Chairperson Nelson presented Jamie Mullis with a check and a Certificate of Appreciation for his 30 years of service to the OUA.

Chairperson Nelson addressed Agenda Item No. 5 ‘Consent Agenda’ Motion by Tommy Clay to approve the Consent Agenda as follows:

Consent Agenda Item No. 6 ‘Finance Report for the period ending May 31, 2020’

Consent Agenda Item No. 7 ‘Invoice from Vocelle and Berg, LLP in the amount of \$3,37.50’

Consent Agenda Item No. 8 ‘Invoice from RJ Sullivan in the amount of \$212,679.81’

Consent Agenda Item No. 9 ‘Invoice from Eckler Engineering, Inc., in the amount of \$14,130.08 – SWTP Improvements – Professional Services

Consent Agenda Item No. 10 ‘Invoice from Eckler Engineering, Inc. – in the amount of \$11,648.00 – Pine Ridge Park Utility Improvements’

Consent Agenda Item No. 11 ‘Invoice from Sumner Engineering – SW Wastewater Service Area Project – Construction Phase in the amount of \$33,952.52’

Consent Agenda Item No. 12 ‘Invoice from Sumner Engineering – SW Wastewater Service Area Project – Design in the amount of \$3,373.80’

Consent Agenda Item No. 13 ‘Invoice from One Water Inc., - Two Pilot Project in the amount of \$136,314.31’

Consent Agenda Item No. 14 ‘Accounts to be Written-Off’

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

Chairperson Nelson addressed Agenda Item No. 15 ‘OUA Payment Plan Options’ Executive Director Hayford advised the Board that the OUA has two payment plan options, one for owners and one for tenants. The payment plans have been presented for review. No questions or comments from the Board. This is an informational item only.

Chairperson Nelson addressed Agenda Item No. 16 ‘Customer Shut-Off’ Executive Director Hayford presented the current number of accounts that have not paid since the suspension of interest, penalties and shut-off has been implemented. After a discussion concerning a timeline to return to normal business, **motion by Tommy Clay to approve the suspension of interest, penalties and shut-off till the July 2020 Board Meeting. Second by Melanie Anderson. Vote unanimous (4-0), motion carried.**

Chairperson Nelson addressed Agenda Item No. 17 ‘Gravity Sewer Repairs’ Executive Director Hayford advised that the FY20 Budget has a \$100,000 line item for gravity sewer repair and rehabilitation. The gravity sewer lines and pump station (SW-1), have developed some cracks which have allowed for groundwater and sand to enter the sewer system. Staff contacted several vendors and requested quotes. Cobra Environmental responded with a quote of \$48,170. **Motion by Tommy Clay to approve Cobra Environmental to perform the work with a not to exceed \$50,000 price. Second by Melanie Anderson. Vote unanimous (4-0), motion carried.**

Chairperson Nelson addressed Agenda Item No. 18 ‘Maintenance Barn Repair’ Executive Director Hayford advised that \$47,000 was allocated in the FY20 Budget for Maintenance Barn repairs. The roof on the Maintenance Barn is experiencing several leaks. Staff obtained five quotes for the roof

replacement. Luviano Roofing came in at \$107,500 and Big Lake Roofing is \$115,360. **Motion by Melanie Anderson to authorize Big Lake Roofing to replace the roof at the Maintenance Barn in the amount of \$115,360. Second by Tommy Clay. Vote unanimous (4-0), motion carried.**

Chairperson Nelson addressed Agenda Item No. 19 ‘Public Comments’ There were none.

Chairperson Nelson addressed Agenda Item No. 20 ‘Items from the Attorney’ Attorney Conely gave an update on the 46th Avenue lawsuit.

Attorney Conely gave an update on the purchase of the property from Okeechobee County School Board.

Chairperson Nelson addressed Agenda Item No. 21 ‘Items from the Executive Director’ Executive Director gave an update on current projects of the OUA.

Executive Director Hayford advised that he has been invited to join a group of people for a 10-12 day vacation, starting on July 10, 2020. The OUA Board of Director’s meeting is scheduled for July 13, 2020 and he would leave after the Board meeting or if the Board agreed, the meeting could be moved to an earlier date but would have to be held at the OUA Main Office because the BOCC Chambers will not be available to the OUA. **Motion by Tommy Clay to move the July 13, 2020 Board of Director’s meeting to July 6, 2020 at 10:00 AM, to be held at the OUA Main Office and to authorize the Operations Director to act as the Executive Director during Executive Director Hayford’s vacation as needed. Second by John Creasman. Vote unanimous (4-0).**

Chairperson Nelson addressed Agenda Item No. 21 ‘Items from the Board’ There was none requiring action.

There being no other business, meeting adjourned at 12:07 P.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)