

OKEECHOBEE UTILITY AUTHORITY
SPECIAL MEETING MINUTES
Tuesday, April 24, 2018 8:30 A.M.
Okeechobee County Historical Courthouse, Room 270
Okeechobee, Florida

Chairperson Creasman called the meeting to order at 8:33 A.M. with the following members and alternates present:

Board Members:

John Creasman*
Michael Myers*

Alternates:

Jeff Fadley**
Harry Moldenhauer***

Absent:

Melanie Anderson
Tommy Clay
Steve Nelson
Derek Tremain

*Voting Board Members

**Voting in Steve Nelson's absence

***Voting in Melanie Anderson's absence

OUA Members:

John Hayford
George Gall
Kristy Hamblen
Jamie Mullis

The Pledge of Allegiance was led by Chairperson Creasman.

Chairperson Creasman addressed Agenda Item No. 2 'Whispering Pines Water Main Improvements'

Executive Director Hayford advised that on April 12, 2018, the OUA held a bid opening for this project. Five sealed bids were received, opened publicly and read aloud. PRP Construction Group, LLC. was the apparent low bidder. Two bidders did not complete the CDBG required forms, these forms did not impact the value of the bid. PRP Construction was one of the companies that did not provide the CDBG paperwork, since that time, PRP Construction Group, LLC. has completed and submitted the required paperwork. The paperwork has been submitted to the CDBG coordinator and it has been accepted. References for the low bidder have been contacted and the responses were favorable. Engineer of record has submitted a letter of recommendation. The Board asked why PRP Construction Group, LLC. did not submit the required paperwork, Peggy Sheltra of PRP Construction Group, LLC. addressed the Board and advised that due to the location of the CDBG paperwork, it was overlooked. Normally all required paperwork is in the bid section of the packet, the CDBG paperwork was located in the contract section of the bid packet. Board Member Fadley asked staff if they were comfortable with the difference in the submitted bid amounts, the low bid was \$868,470, while the second to lowest bid was \$1,045,868.52. Executive Director Hayford advised that at the time of bid opening, each contractor has the right to withdraw their bid if they are not comfortable with the final readings of the bids. PRP Construction Group, LLC. did not withdraw their bid. Engineer of record, Marc Neihaus of Infrastructure Solution Services, addressed the Board and advised his initial cost estimate for this project is only off by \$4,000 in comparison to the low bid. **Motion by Jeff Fadley to accept the rankings as presented. Second by Harry Moldenhauer. Vote unanimous (4-0), motion carried.**

Derek Tremain in at 8:46AM to vote in Tommy Clay's absence.

Motion by Jeff Fadley to authorize the execution of the Notice of Award and other documents by either the Chairperson or the Executive Director, contingent on the final ruling from the CDBG. Second by Harry Moldenhauer. Vote unanimous (5-0), motion carried.

Chairperson Creasman addressed Agenda Items No. 3 'Public Comments' There were none.

Chairperson Creasman addressed Agenda Item No. 4 'Items from Attorney' Attorney Conely advised that he has two items for discussion.

The previous owners of the 100 acres by Nubbin Slough, LVA had a developer agreement. The OUA recently entered into a contract to sell this property. The buyers are requesting a termination of release of the developer's agreement for the previous executed agreement. **Motion by Jeff Fadley to authorize the execution of the release of the agreement. Second by Michael Myers. Vote unanimous (5-0), motion carried.**

The OUA recently did a counter offer on the sale of the Coker property, for the retention of a utility easement. The counter offer has been accepted and the closing has been scheduled for May 1st. The Board needs to authorize the Chairperson and/or Executive Director to execute the necessary documents for the closing. **Motion by Jeff Fadley to authorize the Chairperson and/or Executive Director to execute the closing documents for the sale of the property. Second by Michael Myers. Vote unanimous (5-0), motion carried.**

Chairperson Creasman addressed Agenda Item No. 5 'Items from the Executive Director' There were none.

Chairperson Creasman addressed Agenda Item No. 6 'Items from the Board' There were none.

There being no other business, meeting adjourned at 8:52 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)