

OKEECHOBEE UTILITY AUTHORITY
REGULAR MEETING MINUTES
Monday, February 11, 2019 10:00 A.M.
Okeechobee Utility Authority
Okeechobee County Historic Courthouse, Room 270
Okeechobee, Florida

Chairperson Creasman called the meeting to order at 10:00 A.M. with the following members and alternates present:

Board Members:

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

Alternates:

Jeff Fadley
Harry Moldenhauer

Absent:

Michael Myers
Derek Tremain

*Voting Board Members

OUA Members:

John Hayford
George Gall
Jamie Mullis
Kristy Hamblen
Tom Conely

The Pledge of Allegiance was led by Chairperson Creasman.

Chairperson Creasman addressed Agenda Item No. 2 ‘Meeting Minutes from January 14, 2019’ Motion by Tommy Clay to approve the Meeting Minutes from January 14, 2019 as presented. Second by Steve Nelson. Vote unanimous (4-0), motion carried.

Chairperson Creasman addressed Agenda Item No. 3 ‘Consent Agenda’ Motion by Steve Nelson to approve the Consent Agenda as follows:

Consent Agenda Item No. 4 ‘Finance Report for the Period ending January 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, in the amount of \$8,622.14’

Consent Agenda Item No. 7 ‘Invoice from Vocelle and Berg, LLP. in the amount of \$1,487.50’

Consent Agenda Item No. 8 ‘Invoice from PRP Construction – Whispering Pines WM Improvements in the amount of \$33,579.00’

Second by Tommy Clay. Vote unanimous (4-0), motion carried.

Chairperson Creasman addressed Agenda Item No. 9 ‘Potential Extinguishment of SRF Loan #2’ Finance Director Gall explained that at the January 14, 2019 meeting, Staff advised they would bring back the payoff option for SRF #2. The total payoff amount is \$2,957,400.91, this includes accrued interest of \$27,953.32. Finance Director

Gall gave an explanation of paying off SRF #2. **Motion by Tommy Clay to approve the payoff of SRF #2 as presented. Second by Steve Nelson. Vote unanimous (4-0), motion carried.**

Chairperson Creasman addressed Agenda Item No. 10 ‘Delinquent Accounts’ Executive Director Hayford advised that there are 1,161 delinquent accounts, totaling \$338,754. Several factors were considered when choosing which accounts to write-off as bad debt. Staff determined that 560 accounts, totaling \$148,960.20 should be written-off. **Motion by Tommy Clay to approve the write-off of 560 accounts, totaling \$148,960.20 as presented by staff. Second by Steve Nelson. Vote unanimous (4-0), motion carried.**

Chairperson Creasman addressed Agenda Item No. 11 ‘SWTP Water Storage Tank’ Executive Director Hayford advised that on January 29, 2019, the OUA had a public bid opening for the sealed bids received for this project. The lowest received bid was RJ Sullivan, with a bid of \$5,095,000. The FY19 Budget Allocation for this project is \$5,086,000. \$564,800 will need to be transferred from the Operating Fund to this capital project. **Motion by Tommy Clay to award this contract to RJ Sullivan as recommended by the Engineer of Record. Second by Steve Nelson. Vote unanimous (4-0), motion carried. Motion by Tommy Clay to authorize the transfer of \$564,800 from the Operation Fund to this capital project. Second by Steve Nelson. Vote unanimous (4-0), motion carried.**

Chairperson Creasman addressed Agenda Item No. 12 ‘OUA Wastewater Projects 2019’ Executive Director Hayford advised that four wastewater projects were determined to as projects of interest for the Legislative Delegation. There has been a request from the Okeechobee County Board of County Commissioners to change the ranking of these projects. The Board advised to not change the rankings.

Chairperson Creasman addressed Agenda Item No. 13 ‘Deep Well Injection Test’ Executive Director Hayford advised that the Injection Well testing has begun. All Webb’s Enterprises has submitted a pay request in the amount of \$10,000. **Motion by Tommy Clay to approve the pay request as submitted by All Webb’s Enterprises in the amount of \$10,000. Second by Steve Nelson. Vote unanimous (4-0), motion carried.**

Chairperson Creasman addressed Agenda Item No. 14 ‘Proposed Glenn Harvey WWTF’ Executive Director Hayford advised that this item is for informational purposes only.

Chairperson Creasman addressed Agenda Item No. 15 ‘OUA Board Meetings’ Executive Director Hayford advised that the schedule of the 2019 OUA Board Meetings is attached along with the two contracts between the OUA, the BOCC and the Clerk of the Court. **Motion by Tommy Clay to approve the agreements with the BOCC and the Clerk of the Court and to ratify the execution of said agreements. Second by Steve Nelson. Vote unanimous (4-0), motion carried. Motion by Tommy Clay to approve the meeting schedule and location of the 2019 OUA Board Meetings. Second by Steve Nelson. Vote unanimous (4-0), motion carried.**

Chairperson Creasman addressed Agenda Item No. 16 ‘Public Comments’ There were none.

Chairperson Creasman addressed Agenda Item No. 17 ‘Items from the Attorney’ There were none.

Chairperson Creasman addressed Agenda Item No. 18 ‘Items from the Executive Director’ None requiring action.

Chairperson Creasman addressed Agenda Item No. 19 ‘Items from the Board’ Executive Director Hayford advised that the Fourth Amendment to the Interlocal Agreement states that the OUA shall maintain a rolling three year strategic plan. It may be time to start considering and planning for this presentation by a representative Board member to their appointing agency.

Staff has received the price to purchase laptops for the OUA Board Members. The total price to purchase the laptops is \$3,051. Each laptop will require an OUA email address at \$4.99 monthly, per email, appropriate software, \$129.00 each and antivirus at \$20.00 yearly. **Motion by Tommy Clay to approve the purchase of the laptops and all required software and accessories as presented. Second by Steve Nelson. Vote unanimous (4-0), motion carried.**

There being no other business, meeting adjourned at 11:18 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)