

**OKEECHOBEE UTILITY AUTHORITY**  
**REGULAR MEETING MINUTES**  
Tuesday, January 9, 2018 8:30 A.M.  
Okeechobee County Historical Courthouse, Room 270  
Okeechobee, Florida

**Chairperson Creasman called the meeting to order at 8:56 A.M.** with the following members and alternates present:

**Board Members:**

Melanie Anderson\*  
John Creasman\*  
Michael Myers\*  
Steve Nelson\*

**Alternates:**

Harry Moldenhauer  
Derek Tremain

\*Regular Board Members

**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 ‘Meeting Minutes from December 5, 2017’ Motion by Steve Nelson to approve the Meeting Minutes from December 5, 2017 as presented. Second by Melanie Anderson. Vote unanimous (4-0), motion carried.**

**Chairperson Creasman addressed Agenda Item No. 4 ‘Employee Recognition’** Chairperson Creasman advised that the Board will recognize Roy Hawkins for his five years of service to the OUA. Mr. Hawkins was unable to attend today’s meeting.

**Chairperson Creasman addressed Agenda Item No. 4 ‘Consent Agenda’ Motion by Steve Nelson to approve the Consent Agenda as follows:**

**Consent Agenda Item No. 5 ‘Finance Report for the period ending November 30, 2017 and for the period ending December 31, 2017’**

**Consent Agenda Item No. 6 ‘Invoice from Alcalde & Fay in the amount of \$3,261.25’**

**Consent Agenda Item No. 7 ‘Invoice from Seminole Design-Build, Inc. in the amount of \$43,562.61’**

**Consent Agenda Item No. 8 ‘Invoice from Eckler Engineering, Inc. – SWTP Improvements, in the amount of \$38,892.90.**

**Consent Agenda Item No. 9 ‘Invoice from Eckler Engineering, Inc. – SRF in the amount of \$5,841.00’**

**Second by Michael Myers. Vote unanimous (4-0), motion carried.**

**Chairperson Creasman addressed Agenda Item No. 10 ‘Invoices from Vocelle and Berg, LLP – Land Trust Service Corp. v OUA’** Executive Director Hayford advised that in November 2017, the OUA Board accepted Vocelle and Berg to represent the OUA in a pending legal action. Staff originally prepared a Purchase Order in the amount of \$5,000. Two invoices have been received totaling \$7,962.50 for services rendered in November 2017 and December 2017. Staff is requesting the Board to create a revised Purchase Order in the amount of \$15,000 to pay the current invoices and future invoices. **Motion by Steve Nelson to approve a revised Purchase Order in the amount of \$15,000, payable to Vocelle and Berg, LLP. Second by Melanie Anderson. Vote unanimous (4-0), motion carried.**

**Chairperson Creasman addressed Agenda Item No. Water Main Extension – NW 28<sup>th</sup> Ave., Basswood’** Executive Director Hayford advised that two property owners on NW 28<sup>th</sup> Ave, has contacted the OUA requesting a water main extension to their properties. Staff has calculated the cost to extend a 2” water main to their properties. The OUA had previously extended a 2” water main on this road two different times. The estimated cost to extend the current 2” water main to these properties is approximately \$2,600 of which the property owners are willing to pay. Staffs recommends installing 130ft of 6” water main, installing a fire hydrant and then install 500ft of a 2” water main to service these two properties and extend just past these properties to allow for future connections. The estimated cost for the line upgrade is \$15,500. In the past, the Board has paid for an entire line extension and considered it an OUA project, should the Board elect to do that with this water main extension, the property owners will only pay the connection fee not construction. **Motion by Steve Nelson to approve the water main extension on NW 28<sup>th</sup> Ave as presented with the property owners paying their share of the construction costs. Second by Michael Myers. Vote unanimous (4-0), motion carried.**

**Chairperson Creasman addressed Agenda Item No. 12 ‘Facility and Equipment Use Agreements’** Executive Director Hayford advised that the two required agreements allowing the OUA to continue to use the BOCC Chambers on a monthly basis to hold the OUA Board Meetings, have been signed and copies have been presented for informational purposes only.

**Chairperson Creasman addressed Agenda Item No. 13 ‘Pine Ridge Park Wastewater Improvements’** Executive Director Hayford gave an update concerning the Pine Ridge Park Wastewater Improvements. The project is not completed, the treatment facility is offline. The contractor is attempting to reach substantial and final completion of the project prior to the February Board meeting.

**Chairperson Creasman addressed Agenda Item No. 14 ‘Public Comments’** There were none.

**Chairperson Creasman addressed Agenda Item No. 15 ‘Items from the Attorney’** There were none.

**Chairperson Creasman addressed Agenda Item No. 16 ‘Items from the Executive Director’** Executive Director Hayford gave an update concerning the auctioneers, appraisals, SRF and Hurricane Irma costs recovery from FEMA.

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

**There being no other business, meeting adjourned at 9:40 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)