

OKEECHOBEE UTILITY AUTHORITY
REGULAR MEETING MINUTES
Tuesday, February 13, 2018 8:30 A.M.
Okeechobee County Historical Courthouse, Room 270
Okeechobee, Florida

Chairperson Creasman called the meeting to order at 8:29 A.M. with the following members and alternates present:

Board Members:

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

Alternates:

Jeff Fadley**
Harry Moldenhauer

*Regular Board Members

**Voting in Tommy Clay'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 'Meeting Minutes from January 9, 2018 ' Motion by Steve Nelson to approve the Meeting Minutes as presented. Second by Jeff Fadley. Vote unanimous (5-0), motion carried.

Chairperson Creasman addressed Agenda Item No. 3 'Employee Recognition' Chairperson Creasman presented Travis Baugh with a Certificate of Appreciation and a check for his fifteen years of service to the OUA.

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 January 31, 2018'

Consent Agenda Item No. 6 'Invoice from Alcalde & Fay in the amount of \$3,261.63'

Consent Agenda Item No. 7 'Invoice from Eckler Engineering, Inc. – SWTP Improvements, in the amount of \$16,328.40'

Consent Agenda Item No. 8 'Invoice from Eckler Engineering, Inc. – SRF, in the amount of \$1,258.50'

Consent Agenda Item No. 9 'Invoice from Vocelle & Berg, LLP – Land Trust Service Corp v. OUA, in the amount of \$1,575.00'

Consent Agenda Item No. 10 'Invoice from S.F. Holden in the amount of \$6,000.00'

Second by Jeff Fadley. Vote unanimous (5-0), motion carried.

Chairperson Creasman addressed Agenda Item No. 11 ‘FY18 Financial Forecast Update’ Murray Hamilton of PRMG presented the Board of Director’s with the FY18 Financial Forecast Update for the Okeechobee Utility Authority.

Chairperson Creasman addressed Agenda Item No. 12 ‘FY18 Purchase of Zero-Turn Mower’ Executive Director Hayford advised that the FY18 Budget has a line item from the purchase of a new zero turn radius commercial mower for use by the Maintenance Department. Staff reviewed the Florida Sheriff’s Association bids along with contacting local vendors for bids. Futch’s Tractor Depot had the lowest bid at \$6,500.00 for a Kubota ZD1021-60. **Motion by Jeff Fadley to approve the purchase of the Kubota ZD1021-60 mower from Futch’s Tractor Depot in the amount of \$6,500.00’ Second by Steve Nelson. Vote unanimous (5-0), motion carried.**

Chairperson Creasman addressed Agenda Item No 13 ‘FY18 Vehicle Purchases’ Executive Director Hayford advised that the FY18 budget has line items for the purchase of three replacement vehicles. At this time, staff is also requesting the purchase of an unbudgeted vehicle for the Maintenance Department’s Locator. This vehicle spends a substantial amount of time in the shop for repairs. Staff reviewed the Florida Sheriff’s Association bids and submitted quotes for bids to several local vendors. Garber Automall had the lowest bid for two Ram 1500 ½ ton trucks for the meter reader truck replacement and the locator truck replacement at \$18,182.00 each. Autonation CDJR had the lowest bid for a Ram 1500 ½ ton crew cab for the Director of Operations vehicle replacement, in the amount of \$21,692.00. Isuzu Truck of Ocala had the lowest bid for the purchase of a crane truck in the amount of \$58,927.00. **Motion by Jeff Fadley to purchase two Ram 1500 ½ ton trucks from Garber Automall in the amount of \$18,182.00 each. Second by Steve Nelson. Vote unanimous (5-0), motion carried. Motion by Steve Nelson to approve the purchase of a Ram 1500 ½ ton, crew cab from Autonation CDBJ in the amount of \$21,692.00. Second by Jeff Fadley. Vote unanimous (5-0), motion carried. Motion by Jeff Fadley to approve the purchase of a Isuzu tilt cab & chassis with a crane body flatbed from Isuzu Truck of Ocala in the amount of \$58,927.00. Second by Steve Nelson. Vote unanimous (5-0), motion carried.**

Chairperson Creasman addressed Agenda Item No. 14 ‘Fire Hydrant Installation’ Executive Director Hayford advised that OUA has been requested to try a fire hydrant on a smaller water main. The fire hydrants are currently installed on a 6” water main. The OUA will try an installation on a 3” water main, but as a precaution, the fire hydrant will have two 2 ½” hose nozzle connections, not the standard 4 ½” pumper nozzle connection. The concern is when the fire trucks connect to a 4 ½” connection could damage the water main. The cost to install this test fire hydrant is \$3,600. This expenditure will be paid out of the Fire Hydrant Fund. **Motion by Jeff Fadley to approve the install of the test fire hydrant at the cost of \$3,600 to be paid out of the Fire Hydrant Fund. Second by Melanie Anderson. Vote unanimous (5-0), motion carried.**

Chairperson Creasman addressed Agenda Item No. 15 ‘Annual Maintenance Contracts, OUA Elevated Water Storage Tanks’ Executive Director gave a brief history of the recent cancellation of contract with the previous maintenance firm. Two firms submitted quotes, USC and ATM. Over the course of a ten year period, ATM is cheaper. References for ATM were checked. **Motion by Steve Nelson to approve the two contracts with ATM and authorize execution of said contracts. Second by Jeff Fadley. Vote unanimous (5-0), 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’ Attorney Conely advised that the Board needs to approve and ratify the action of hiring the Auctioneer. **Motion by Jeff Fadley. Second by Steven Nelson. Vote unanimous (5-0), motion carried.**

Chairperson Creasman addressed Agenda Item No. 18 ‘Items from the Executive Director’

Executive Director Hayford advised that the auction of the properties is slated for March 3, 2018.

Executive Director Hayford advised that residences on NW 30th Avenue have contacted the OUA requesting an extension of a water main to their properties. The residents have agreed to pay a shared construction cost of a 2” water main, estimated to be \$678.28 per connection. Staff recommends upgrading a portion of the 2” water main to a 6” water main for the installation of a fire hydrant. The estimated OUA cost for the upgrade and the installation of the fire hydrant is \$39,560. **Motion by Melanie Anderson to approve the extension of the water main to the properties on NW 30th Ave, with a shared cost of the construction between residents and the OUA. Second by Michael Myers. Vote unanimous (5-0), motion carried.**

Executive Director Hayford gave an update on the SRF funding for Treasure Island process.

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

There being no other business, meeting adjourned at 10:01 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)