

**CITY OF KEY COLONY BEACH UTILITY BOARD
SPECIAL MEETING
MINUTES**

**Friday, December 4, 2020 – 10:30 a.m.
Marble Hall**

Call to Order, Roll Call:

The Special meeting of the Utility Board was called to order at 10:30 a.m. by Board Chairman John Dalton. *Answering to roll call was:* John Dalton, Tom Harding, Tom DiFransisco, and Lin Walsh.

Absent: Steve Flood, Mike Alexander

Also Present: Utility Clerk Pat Hyland

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Review Stormwater Retention Pond Improvement Bids Received

Board Chairman John Dalton stated one bid was received but he believed the Board could not vote if only one bid had been submitted. Vice Mayor Ron Sutton, who was in the audience, stated he verified with the City Attorney that it was allowable to vote on a bid even if it is the only one received. Vice Mayor Sutton reminded all members that Board members can make a motion to accept, reject or advertise for a rebid. John Dalton explained the bid documentation prepared by Engineer Jason Shepler of Mittauer & Associates should be rewritten as it did not include verbiage the Board requested to be added at a previous meeting. Mr. Dalton stated the verbiage regarding aeration should be removed, and the method used for the removal of compacted material should be revised as per the Board's earlier recommendation.

Motion – Moved by Chair John Dalton and seconded by Tom DiFransisco to reject the bid received from the Design Center.

On the Motion: Roll Call Vote. Unanimous Approval.

Board member Lin Walsh suggested Mr. Shepler be asked what he thought the job would cost, so the Board would have an idea before the next bid opening is scheduled.

Mr. Dalton will contact Mr. Shepler to have the bid documentation revised. He will also inquire about what Mr. Shepler estimates the job should cost. Mr. Dalton will also ask how long the revisions will take and whether the documentation will be received prior to the next scheduled Utility Board meeting on December 15th. The bid documentation will be reviewed by the Board, who will then provide it to the City Commission for approval. Pending approvals, the retention pond improvement project will be advertised for re-bid.

Vice mayor Sutton volunteered to contact the Design Center to inform the bid has been rejected by the Utility Board, and will explain the project will be advertised again with revised documentation.

The meeting adjourned at 10:55am.

Respectfully Submitted by:

Pat Hyland

Pat Hyland, Utility Clerk

*** Note: A mechanical recording has been made of the meeting of which these minutes are a part, and a copy is on file in the office of the Utility Clerk, as a public record. ***