

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

**Tuesday, June 15, 2021 – 9:30 a.m.
Marble Hall**

Call to Order, Roll Call:

The regular meeting of the Utility Board was called to order at 9:30 a.m. by Board Chairman John Dalton. *Answering to roll call were* John Dalton, Mike Alexander, James Ha, Anthony Fernandes and Lin Walsh.
Excused: Freddie Foster

Also Present: City Administrator Dave Turner, Utility Clerk Pat Hyland and Public Works Supervisor Mike Guarino. Public – 0

Next Meeting Discussion – the next Utility Board Meeting is scheduled for Tuesday, July 20, 2021 at 9:30 am.

Approval of the Minutes: Regular Meeting Minutes May 18, 2021

Motion – Moved by Mike Alexander and seconded by Lin Walsh to approve the Minutes of May 18, 2021.

On the Motion: Roll Call Vote. Unanimous Approval.

10th Street Stormwater Grant Application Update –

Mr. Shepler of Mittauer & Associates was unable to attend the meeting but did contact the Utility Clerk with an update on the grant application. The state has still not opened the Spring grant funding session. Mr. Shepler said the application could still be submitted but would have to be resubmitted in the Fall if no funding was opened before that time. The Board members agreed to wait until the Fall session.

Utility Clerk Report –

For the month of May there were 22 property transfers completed with a total of \$3,800.00 collected in transfer fees. There were no sewer connection fees collected in May. There was a total of 40 property inquiries received from realtors, closing agents and title companies. A fee of \$30.00 will be required soon; with \$15.00 credited to the Building Department and \$15.00 credited to the Utility Department to recoup the cost for staff to respond to each inquiry.

One residential account has not paid the quarterly sewer invoices for several quarters. A property lien has been filed on that property. There are 32 residents who have not paid the April quarterly sewer bill, and all residents have been contacted. There are no delinquent commercial accounts.

Operator's Report: Included as part of the Minutes.

Mr. Evans is on vacation until June 21st. He provided his written monthly report which is included in the agenda packet. Board members had no issues or questions with the report.

Chairs Report –

Mr. Dalton reminded the other Board members the retention pond is being monitored. City Administrator Turner stated once the rainy season starts it can be determined whether the work done at the retention pond will result in a return to normal function.

Treasurer's Report:

Mr. Foster is on vacation but submitted his written Treasurer's report which is included in the agenda packet. Board members had no issues or questions with the report.

Financial Reports: The May Financial Reports for the Utilities are ready and available.

Wastewater/Sewer Warrant #0521: was approved in the amount of \$127,099.58.

Stormwater Warrant: 0521: was approved in the amount of \$51.49.

Any Other Business:

Mike Guarino Public Works Supervisor stated Clean Grounds, Inc. will finish up cleaning Stormwater drains this week. Mr. Guarino provided the Board with information regarding having public works paint the fencing around the plant. He estimates the materials will cost approximately \$1000.00. Mr. Guarino also estimates it will take 2 men working 5 hours per day for 3 weeks to complete the job. The labor cost would be approximately \$4,500.00. City Administrator Turner stated it may take less time, resulting in less labor cost for the job. The cost would be assigned to Plant Maintenance Repairs.

Motion – Moved by Mike Alexander and seconded by Anthony Fernandes to approve having Public Works employees paint the fence.

On the Motion: Roll Call Vote. Unanimous Approval.

Mr. Turner stated Gonzalez Landscaping will plant buttonwoods in an area of approximately 40 feet which currently has a large sand pile. The existing sand pile will be removed by Public Works employees.

The meeting adjourned at 9:52am.

The next meeting will be on Tuesday, July 20, 2021 at 9:30am

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. ***