

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

**Tuesday, August 17, 2021 – 9:30 a.m.  
Marble Hall**

**Call to Order, Roll Call:**

The regular meeting of the Utility Board was called to order at 9:35 a.m. by Board Chairman John Dalton. *Answering to roll call were* John Dalton, Mike Alexander, James Ha, Bud Fernandes, and Freddie Foster (via Zoom),.

*Excused:* Lin Walsh

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

**Next Meeting Discussion** – the next Utility Board Meeting is scheduled for Tuesday, September 21, 2021 at 9:30 am.

**Approval of the Minutes:** Regular Meeting Minutes July 20, 2021

**Motion** – Moved by James Ha and seconded by Bud Fernandes to approve the Minutes of July 20, 2021.

**On the Motion:** Roll Call Vote. Unanimous Approval.

**Stewardship Grant Funding-**

City Administrator Dave Turner reminded the board members in order to accept the Stewardship Grant funding of \$400,000.00 he would need direction from the board as to what project the grant money will be assigned. Mr. Turner recommended the funds be used for the 10<sup>th</sup> Street Stormwater project. The board agreed the funding would be used for this project. Engineer Jason Shepler stated this would be a positive sign to FDEP the city has plans to continue with Stormwater projects until all remaining streets in the city have been completed. He also stated this grant money could be used for phase 1 of the 10<sup>th</sup> Street project and would be used in conjunction with the SWAG grand funding request, which will also be submitted to the State this month.

**Motion** – Moved by Chair John Dalton and seconded by Bud Fernandes to approve accepting the Stewardship Grant of \$400,000.00 for the 10<sup>th</sup> Street Stormwater project to submit for phase 1, which is 50% of the project of the SWAG Grant to be submitted by the end of August.

**On the Motion:** Roll Call Vote. Unanimous Approval.

**10<sup>th</sup> Street Stormwater Grant Application Update –**

Engineer Jason Shepler will move forward with the submission of the SWAG grant funding request, which is also to be submitted in August. Mr. Shepler presented the engineering proposal in the amount of \$16,500.00 for the 10<sup>th</sup> Street Bidding & Construction Phase.

**Motion** – Moved by Mike Alexander and seconded by James Ha to recommend approval of the Mittauer engineering proposal in the amount of \$16,500.00 for bidding and construction phase.

**On the Motion:** Roll Call Vote. Unanimous Approval.

The Mittauer proposal will be on the next Commission meeting agenda for recommended approval by the Commission.

### **Utility Clerk Report –**

For the month of July there were 15 property transfers completed with a total of \$2,100.00 collected in transfer fees. There were no sewer connection fees collected for the month. A total of 17 property inquiries were processed. A fee of \$30.00 is now being collected for each inquiry; 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.

A property lien has been previously filed on property located at 160 10<sup>th</sup> Street for unpaid sewer invoices. There were 2 residents who have not paid the April quarterly sewer bill (and have since paid). There was one delinquent commercial account, which has been paid. The second grant reimbursement request in the amount of \$15,188.00 has been sent to the State for payment. After payment, has been received, the remaining amount of the grant will be \$78,800.40. The next reimbursement request will be sent in August.

Sewer pipe replacement on the Causeway three replacements on 4<sup>th</sup> Street are allowable under the current grant, according to FDEP. Once the estimates for the 4<sup>th</sup> street areas have been received they will be brought before the Board for approval.

The July quarterly sewer invoices were generated and mailed out.

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

Mr. Evans answered questions about the UV.

**Chairs Report –** none

### **Utility Board Budget 2021-2022 Discussion -**

Treasurer Freddie Foster presented the final budget for approval by the Board members.

**Motion –** Moved by Chair John Dalton and seconded by James Ha to approve the Utility Board budget for fiscal year 2021-2022.

**On the Motion:** Roll Call Vote. Unanimous Approval.

Mr. Turner will provide the budget to the City Commission at the next budget meeting. Mr. Foster was thanked for his work on the budget.

### **Treasurer's Report:**

Mr. Foster presented the Treasurer's report for the month of July. Utility Clerk Hyland stated the previous two months' transfers have been made this month, so all figures for August will be up to date.

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

**Wastewater/Sewer Warrant #0721:** was approved in the amount of \$73,970.75

**Stormwater Warrant: 0721:** was approved in the amount of \$5,000.00.

### **Any Other Business:**

**The meeting adjourned at 10:05am.**

**The next meeting will be on Tuesday, September 21, 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. \*\*\*

## OPERATOR REPORT

July 2021

### Plant Update:

1. Call Outs: July 24<sup>th</sup> 5 AM. Power loss. Generator running reset VFDs and restart UV. Power restored about 6:30 AM. Heavy rain 2.5-inch
2. July 1<sup>st</sup> Nitrox flow through cell broken. Take out and repair. Reinstall cell now working.
3. July 7<sup>th</sup> 1-inch nipple on EQ pumps rusted out. Shut down EQ pumps and replace nipple. EQ pump #2&3
4. July 19<sup>th</sup> Take apart UV A and UV B to clean quartz sleeves.
5. July 21<sup>st</sup> Replace quartz sleeve and wipers and o-rings on UV A.
6. July 23<sup>rd</sup> 2:30 PM power out. Generator came on power transferred ok. Reset VFDs. 2:35 PM power back on. Generator shut off transferred power back.
7. July 27<sup>th</sup> Superannuate 47,700 gallons out of digester. Reduce hauling to two loads per week.
8. T/N annual average to date is 1.70 Mg/l. Annual limit 3.0 Mg/l
9. Total gallons Hauled 62,500 gallons. Removal by G-tech pump truck at 21 cents per gallon
10. Bubble test cassette # 46 & 44
11. Wash Cassette C-2 & D-1

### R.O. Update:

1. Maintenance Budget for Re-Use (attached)
2. July 14 & 15, Wash R.O. in High pH let soak overnight. Wash R.O. in low pH. R.O. membrane pressure down to normal. 18 lbs difference.
3. July 22<sup>nd</sup>, R.O. turbidity meter dark warning. Take meter apart and replace photo cell. Meter working.

### Collection system:

1. July 27<sup>th</sup> Clean Grounds cleaned all lift stations.
2. July 27<sup>th</sup> Causeway South lift station pump not working. Check all capacitors and relay. Ok no high leg on pump start. Found bad 2 pole 60 amp main breaker and 2 pole 50 amp breaker bad. Pull electric meter to replace main breaker and replace pump breaker. Lift station working.

**MAINTENANCE BUDGET FOR RE-USE**  
 Month of July 2021

				Budgeted Cost per Year	Actual Cost/Month	Actual Cost/year	
RO Power Cost KWH X 0.777200				\$5,000	\$651.19	\$5,713.32	
Irrigation Pumps Power Cost KWH X 0.777200					\$63.14	\$514.12	
Chemicals RO System Include Anti-scalent				\$16,000	\$1,388.65	\$2,289.20	
Extra Testing for DEP TSS, FECAL				\$9,000	\$848.00	\$8,040.50	Chem for wash R.O.
Contingency				\$0	\$0.00	\$0.00	
Main & Repairs to system including pre filter cartridges.				\$5,600	\$300.22	\$1,641.30	repair turb meter
Consulting				\$15,000	\$1,645.00	\$4,550.00	Wash R.O.
Insurance RO system/building				\$1,400	\$83.33	\$833.30	
Reserves				\$8,000	\$666.66	\$8,666.60	
	Hours	Cost \$					
R.O. Power meter	8378.631	\$651.19	\$0.08				
Irrg pump Power Mete	812.438	\$63.14	\$0.08				
Monthly Total		\$714.33					
Gallons Produced				\$60,000	\$5,646.19	\$30,248.34	Total for year
Cost per Gallon				\$5,000			
	Month	Total/year	Total to date				
Gallons	1,246,000	9,928,000	84,794,770				
Cost / Gal	\$0.004531	\$0.003047					
Cost /Thousand Gal	\$4.53	\$3.05					

Anti Scalent \$128.65 per bucket  
Pre Filters \$150.22 Per set  
\$10.73 each X 14 per set.

RO Electric  
7/1/2021  
8/2/2021 8378.631  
8378.631

Irrg Electric  
7/1/2021  
8/2/2021 812.438  
812.438

## Key Colony Beach Utility Board Treasurer's Report – July 31, 2021

### **Wastewater**

July 31, 2021, financial summary

**Note:** Transfers for the utility clerk have not been posted for the June and July, these costs should be posted in the August report.

- ✓ In July, 15 property transfers resulting in \$2,100.00 in transfer fees paid and 1 residential in arrears for 5 quarters, \$1,140.00 and 2 residential accounts have not paid the April quarter bill.
- ✓ Sewer repairs on City owned sewer pipe on Sadowski bridge ~ \$13,000 begins 8/12/2021, this will be submitted for grant reimbursement after completion.
- ✓ Xylem water solutions, \$11,029.00, sludge recirculation pump
- ✓ The grant for \$139,869.80 remains open with additional equipment purchases in the future.
- ✓ Wastewater Warrant #0721, requested approval for \$73,970.75. Note, sludge hauling cost continue to run higher than the same period last year.
- ✓ Overall, the 10<sup>th</sup> month of the Wastewater 2021 fiscal year budget was found in excellent condition.

### **Storm Water**

- ✓ Mittauer & Associates Inc. continue to work on state grant(s) for stormwater work on 10<sup>th</sup> street, we currently have ~ \$680,000.00 in funds available. Initial indication is that the state will provide ~ \$400,000.00 grant money for each phase of the 10<sup>th</sup> street storm water project, cost to the city ~ \$200,000.00 per phase.
- ✓ Mittauer & Associates permitting & grant work 10<sup>th</sup> street, \$2,500.00
- ✓ Mittauer & Associates engineering 10<sup>th</sup> street \$2,500.00
- ✓ Stormwater Warrant #0721, requested approval for \$5,000.00
- ✓ Overall, the 10<sup>th</sup> month of the Stormwater 2021 fiscal year budget was found in excellent condition.

Treasurer's Report compiled by Freddie Foster