

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

**Tuesday, October 19, 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, Freddie Foster, James Ha and Lin Walsh.  
*Excused:* Bud Fernandes

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

**Next Meeting Discussion** – the next Utility Board Meeting is scheduled for Tuesday, November 16, 2021 at 9:30 am.

**Approval of the Minutes:** Regular Meeting Minutes September 21, 2021

**Motion** – Moved by Freddie Foster and seconded by James Ha to approve the Minutes of September 21, 2021.

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

**Mittauer & Associates Proposal for Sewer Lateral Standards –**

Engineer Jason Shepler submitted a proposal in the amount of \$2,500.00 for engineering services related to sewer lateral standard details and specifications for the City's use in procuring construction pricing from local contractors. The Board had requested at the previous meeting, to obtain standard specifications and details for future sewer lateral replacements.

Mr. Turner and Mr. Foster both stated work must move forward in order to use the grant funds before January 31<sup>st</sup>.

**Motion** – Moved by Freddie Foster and seconded by Mike Alexander to approve the engineering services proposal in the amount of \$2,500.00, and once reviewed, to immediately proceed with bid advertising for the work on 4<sup>th</sup> Street.

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

**Summary of DEP Water Quality Study Report –**

Board member James Ha, who is a professor of Biology, provided an explanation of the DEP Water Quality Report provided to board members at the previous meeting. The report was lengthy and complicated. Mr. Ha volunteered to give the board members a better understanding of the information from the study. Mr. Ha stated quarterly testing was done for two years from Key Biscayne down through Key West. The good news is that the Middle Keys had better testing results than the Upper Keys and Lower Keys.

Mr. Turner added the Commission recently passed an irrigation ordinance and is now working on a fertilizer ordinance, which is currently in attorney review.

Board members thanked Mr. Ha for his knowledgeable explanation of the report.

**Utility Clerk Report –**

For the month of September there were 10 property transfers completed with a total of \$1,650.00 collected in transfer fees. There were no sewer connection fees collected for the month. A total of 16 property inquiries were processed resulting in a total of \$240.00 collected in inquiry fees.

The property at 160 10<sup>th</sup> Street remains in a delinquent status. There were 9 residential accounts who have not paid

the July quarterly invoice, as of September 30th. All have been contacted and were assessed a late fee. The 4th grant reimbursement request in the amount of \$33,830.00 was submitted to the State, and payment has been received. Available grant funding is now at \$33,941.40, and future submissions will now be for sewer line replacement costs for 4<sup>th</sup> Street.

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

The spalling work is continuing at the plant and the contractor is about halfway completed. Mr. Evans will inform Mr. Turner once that work is done. All manholes have been inspected and all are okay at this time.

**Chairs Report** – none

**Treasurer's Report:**

Mr. Foster presented the Treasurer's report for the month of September.

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

**Wastewater/Sewer Warrant #0921:** was approved in the amount of \$214,377.72

**Stormwater Warrant: #0921:** was approved in the amount of \$6,000.00.

**Any Other Business:**

**The meeting adjourned at 10:00am.**

**The next meeting will be on Tuesday, November 16, 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

September 2021

### Plant Update:

1. Call Outs: September 13<sup>th</sup> 2 AM. Call out power blip. Reset VFD and restart UV A.
2. September 21<sup>st</sup> All Keys Diesel replaced water heater on generator. Found batteries bad. Replaced batteries. Battery charger overcharging. Will get estimate to replace battery charger.
3. September 22<sup>nd</sup> Superannuate 17,986 gallons out of digester.
4. September 27<sup>th</sup> Spalling contractor begin working on spalling.
5. September 27<sup>th</sup> Replace solenoid valve on FV-3568-1
6. September 28<sup>th</sup> All Key Diesel replace battery charger on generator.
7. September 28<sup>th</sup> Half inch hole in 8 inch intake elbow on # 1 mixer pump. Remove pump and take out elbow. Take to welder to have patched. Contacted Custom pump for quote on new elbow.
8. September 29<sup>th</sup> Install repaired 8 inch elbow remount pump and test. Pump working no leaks.
9. T/N annual average to date is 1.83 Mg/l. Annual limit 3.0 Mg/l
10. Total gallons Hauled 35,500 gallons. Removal by G-tech pump truck at 21 cents per gallon
11. Bubble test cassette # 43 & 68
12. Wash Cassette B-1 & B-2

### R.O. Update:

1. Maintenance Budget for Re-Use (attached)
2. September 7<sup>th</sup> Replace battery on UPS for HMI on R.O.

### Collection system:

1. September 17<sup>th</sup> Coral Lane lift station alarm light on. Lift station not working. Main 30 amp breaker bad. Pull electric meter and replace main breaker. Notify FKEC to retag meter.
2. September 30<sup>th</sup> Completed manhole inspection. All manholes ok at this time. See report.

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

|   | Budgeted<br>Cost per Year | Actual<br>Cost/Month | Actual<br>Cost/year |                     |
|---|---------------------------|----------------------|---------------------|---------------------|
| RO Power Cost KWH X 0.777200                              | \$5,000                   | \$562.31             | \$6,895.26          |                     |
| Irrigation Pumps Power Cost KWH X 0.777200                |                           | \$54.21              | \$621.11            |                     |
| Chemicals RO System include Anti-scalent                  | \$16,000                  | \$128.65             | \$2,548.50          |                     |
| Extra Testing for DEP TSS, FECAL,                         | \$9,000                   | \$795.00             | \$9,683.50          |                     |
| Contingency   | \$0                       | \$0.00               | \$0.00              |                     |
| Main & Repairs to system including pre filter cartridges. | \$5,600                   | \$310.71             | \$2,451.85          | UPS battery for HMI |
| Consulting  | \$15,000                  | \$0.00               | \$4,550.00          |                     |
| Insurance RO system/building                              | \$1,400                   | \$116.66             | \$1,399.99          |                     |
| Reserves  | \$8,000                   | \$666.66             | \$7,999.92          |                     |

|                       | Hours    | Cost \$  |        |
|-----------------------|----------|----------|--------|
| R.O. Power meter      | 7235.017 | \$562.31 | \$0.08 |
| Irrig pump Power Mete | 697.469  | \$54.21  | \$0.08 |
| Monthly Total         |          | \$616.51 |        |

|                  |          |            |             |                |
|------------------|----------|------------|-------------|----------------|
| Gallons Produced | \$60,000 | \$2,634.19 | \$36,148.13 | Total for year |
| Cost per Gallon  | \$5,000  |            |             |                |

|                    | Month      | Total/year | Total to date |
|--------------------|------------|------------|---------------|
| Gallons            | 1,043,000  | 12,100,000 | 86,966,770    |
| Cost / Gal         | \$0.002526 | \$0.002987 |               |
| Cost /thousand Gal | \$2.53     | \$2.99     |               |

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

RO Electric  
8/31/2021  
9/30/2021 7235.017  
7235.017

Irrg Electric  
8/31/2021  
9/30/2021 697.469  
697.469

## Key Colony Beach Utility Board Treasurer's Report – September 30, 2021

### **Wastewater**

September 30, 2021, financial summary

- ✓ In September, 10 property transfers resulting in \$1,650.00 in transfer fees paid and 1 residential in arrears for 5 quarters, \$1,350.00 and 9 residential accounts have not paid the July quarter bill.
- ✓ FDEP "principal" loan payment (6 of 40) \$119,617.72.
- ✓ FDEP "interest" loan payment (6 of 40) \$16,758.66.
- ✓ Remaining grant money to be used to complete sewer piping repairs on 4<sup>th</sup> street.
- ✓ Utility Clerk general transfers for August & September \$15,894.08.
- ✓ City Administrator payroll transfers prorated \$10,416.62.
- ✓ Wastewater Warrant #0921, requested approval for \$214,377.72.
- ✓ Overall, the 12<sup>th</sup> month (year-end) of the Wastewater 2021 fiscal year budget was found in excellent condition.

### **Storm Water**

- ✓ Mittauer & Associates Inc. continue to work with the city on obtaining bids for stormwater work on 10<sup>th</sup> street, we currently have ~ \$680,000.00 in funds available and \$400,000.00 grant money, cost per phase ~ \$600.00.00.
- ✓ Mittauer & Associates permitting & consulting work 10<sup>th</sup> street, \$2,500.00
- ✓ Mittauer & Associates bid development package for city owned sewer piping, \$2,000.00.
- ✓ Stormwater Warrant #0921, requested approval for \$6,000.00.
- ✓ Overall, the 12<sup>th</sup> month (yearend) of the Stormwater 2021 fiscal year budget was found in excellent condition.

Treasurer's Report compiled by Freddie Foster