

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

**Tuesday, February 15, 2022 – 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 Freddie Foster.

*Answering to roll call were Mike Alexander, James Ha and Bud Fernandes.*

*Excused: Lin Walsh*

Also Present: City Administrator Dave Turner, Utility Clerk Pat Hyland, Plant Operator Dave Evans, Building Official Gerard Roussin and Public Works Supervisor Mike Guarino. Public – 3 in person; 1 virtual

**Next Meeting Discussion** – the next Utility Board Meeting is scheduled for Tuesday, March 15, 2022 at 9:30 am.

**Approval of the Minutes:** Regular Meeting Minutes January 18, 2022

**Motion** – Moved by Board Chair Freddie Foster and seconded by Mike Alexander to approve the Minutes of January 18, 2022.

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

**Sewer Lateral Project Status –**

The contract with Key Honey Contracting has been executed. The contractor will advise the city of the start date.

**SWAG Funding Update** - A grant in the amount of \$212,000.00 has been awarded for the 10<sup>th</sup> Street Stormwater project. Mr. Foster spoke with Engineer Jason Shepler who will schedule a visit to Key Colony Beach to inspect the project area and meet with both Mr. Turner and Mr. Foster.

City resident Kurt Diehl of 10<sup>th</sup> Street wanted clarification on who is responsible to pay for the replacement of concrete, pavers, etc. in the right of way. City Building Official Gerard Roussin read the city ordinance pertaining to the subject. It is the responsibility of each property owner to pay to have their driveway restored. As part of the project, the city pays the expense of removal of material in the right of way, and the property owner pays to replace pavers, etc. in individual driveways. Mr. Ha suggested to include something in the contract to allow property owners have the option to deal directly with the project contractor and owners will pay to put the driveway back to the original condition.

A public workshop meeting will be scheduled later so all property owners in the project area of 10<sup>th</sup> Street can attend to learn about the project and ask questions. The meeting will be in person and provided virtually. Members of the Utility Board and Building Department will be among those to offer information and answer questions. Board members discussed the ability of property owners to hire the project contractor, or another contractor who would reset pavers, etc.

**Sludge Hauling Discussion** – Mr.. Turner and Mr. Foster will finish the draft spec and once completed the bid request will be uploaded to DemandStar.

**Wastewater Certificates of Deposit Maturity Date 3/9/22** – Four CD's at \$50,000.00 each are scheduled to mature on 3/9/22. Mr. Turner recommended closing the CD's at maturity and depositing the proceeds back into the interest-bearing checking account. Mr. Turner contacted all area banks for current interest rates, and learned the current rate is lower than the rate of .30% currently being earned on the CD's. This topic will be included on next month's meeting agenda for further discussion. Interest rates are expected to increase in the future at which time the Board members may decide to reinvest monies into one or more CD's.

**Utility Clerk Report –**

For the month of January there were eleven property transfers completed with a total of \$2,200.00 collected in transfer fees. There were no sewer connection fees collected for the month. A total of eight property inquiries were processed resulting in \$375.00 collected in inquiry fees. The January quarterly billing is 91% collected.

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

Mr. Evans stated a hole was discovered on the Vulcan screen, which is the screening on top of the sewer plant. While inspecting the screening he found additional small pin holes which will also need to be patched. The screen is rusting, is 5 years old should measure 3/16". Mr. Evans contacted the manufacturer's representative who contacted the manufacturer. The areas can be patched for now. The manufacturer gave an estimate of \$60,000.00 to replace the screen. Mr. Evans recommended including this item for replacement in next year's budget. Mr. Evans will contact Jason Shepler to investigate what kind of steel is used to determine the reason for rusting so early. He will also investigate where the Vulcan screen is manufactured, whether in the US or abroad. Mr. Evans has proposals for lift station cleaning and renewal of the Hach service agreement which he will bring to the March meeting for approval.

**Chairs Report –**

Mr. Foster was contacted by a commissioner regarding the future landscaping at the retention pond area. The Board members and Mr. Turner continue to watch the retention pond drainage. The area will continue to be monitored through April. City resident Mary McKenney of 8<sup>th</sup> Street is a member of the Beautification Committee addressed the Board and stated she is interested in the future landscaping plans for the area. Once it has been determined the stormwater area is functioning as it should, and no further work will be needed the landscaping will be discussed and planned. Mr. Ha commented the Board will be researching possible grants for landscaping options. The area has attracted bird wildlife which residents enjoy. Mr. Ha added there could be future signage with an explanation of the retention pond. Ms. McKenney asked if the Beautification Committee should add this item for discussion at the next Beautification meeting. Mr. Turner stated the Beautification Committee is not part of the retention pond landscaping future project which is the responsibility of the Utility Board and the city.

Ms. McKenney brought up another question regarding the sewer lateral inspection, and her difficulty in finding a plumber to who is available now to do the inspection. The deadline for the inspection is June 2023, so there is time to schedule the work. Ms. McKenney is currently on a wait list with a local plumber and was told it would be approximately 6 weeks. Board members agreed the local plumbers are all busy this time of year, so residents should contact their plumber and have their properties added to the wait list.

**Treasurer's Report:**

Mr. Fernandes presented the Treasurer's report for the month of January.

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

**Wastewater/Sewer Warrant #0122:** was approved in the amount of \$86,232.87

**Stormwater Warrant: #0122:** none

**The meeting adjourned at 10:25am.**

**The next meeting will be on Tuesday, March 15, 2022 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

January 2022

### Plant Update:

1. Call Outs: No call outs for January
2. January 5<sup>th</sup> FV-3560-2 failed. Replace actuator valve working in auto. FV-3568-1 failing to close. Replace solenoid valve working in auto.
3. January 7<sup>th</sup> Noted a hole in side of Vulcan screen. Notify T.S.C Jacobs the factory rep. Response from Vulcan is to have hole patched. Cost of new screen is about 60K.
4. January 7<sup>th</sup> superannuate 14,000 gallons out of digester.
5. January 19<sup>th</sup> Custom pump replace suction elbow on # 1 mixer pump.
6. January 26<sup>th</sup> Pull and replace mounts on both ABS pumps at plant lift station.
7. January 28<sup>th</sup> Arctic Temp installs new A/C in MCC D.
8. T/N annual average to date is 1.64 Mg/l. Annual limit 3.0 Mg/l
9. Total gallons Hauled 63,000 gallons. Removals by G-tech pump truck at 21 cents per gallon. Up hauling to 4 loads per week.
10. Bubble test cassette # 67 & 43
11. Wash Cassette B-1 & B-2

### R.O. Update:

1. Maintenance Budget for Re-Use (attached)

### Collection system:

1. January 24<sup>th</sup> 3<sup>rd</sup> street lift station full. Pump pulling high amps. Pull pump remove rag and replace impeller and wear ring. Replace motor contractor and relay. Lift station pumping down in auto.

MAINTENANCE BUDGET FOR RE-USE							
			Month of January 2022	Budgeted	Actual	Actual	
				Cost per Year	Cost/Month	Cost/year	
RO Power Cost KWH X 0.777200				\$6,500	\$652.41	\$2,481.81	
Irrigation Pumps Power Cost KWH X 0.777200					\$68.88	\$243.18	
Chemicals RO System Irtude Anti-scalent				\$9,000	\$175.00	\$3,884.00	
Extra Testing for DEP TSS, FECAL,				\$9,900	\$795.00	\$3,180.00	
Main & Repairs to system including pre filter cartridges.				\$11,900	\$150.22	\$660.66	
Consulting				\$13,000	\$0.00	\$1,845.00	
Insurance RO system/building				\$1,700	\$141.66	\$566.64	
Reserves				\$8,000	\$666.66	\$2,666.64	
	Hours	Cost \$					
R.O. Power meter	8384.416	\$652.41	\$0.08				
Irrig pump Power Meter	688.29	\$68.88	\$0.08				
<b>Monthly Total</b>		<b>\$721.30</b>					
<b>Gallons Produced</b>				<b>\$60,000</b>	<b>\$2,649.84</b>	<b>\$16,317.93</b>	<b>Total for year</b>
<b>Cost per Gallon</b>				<b>\$5,000</b>			
<b>Gallons</b>	<b>Month</b>	<b>Total/year</b>	<b>Total to date</b>				
	1,179,000	4,375,000	\$1,371,770				
<b>Cost / Gal</b>	<b>\$0.002248</b>	<b>\$0.003501</b>					
<b>Cost /Thousand Gal</b>	<b>\$2.25</b>	<b>\$3.50</b>					

Anti Scalent \$175.00 per bucket  
Pre Filters \$150.22 Per set  
\$10.73 each X 14 per set.

Pre Filters \$160.30 Per set  
\$11.45 each X 14 per set.

RO Electric  
12/31/2021  
2/1/2022 8394.416  
8394.416

Irrg Electric  
12/31/2021  
2/1/2022 886.29  
886.29

## **Key Colony Beach Utility Board Treasurer's Report - January 31, 2022**

### **January 31, 2022 financial summary**

- **In January 11 Property transfers resulting in \$2200 in transfer fees paid. 25 property inquiries resulting in \$375. No delinquent accounts. January quarterly billing is 91% as of 1/31/22.**
- **The grant for \$139,869.00 remains open with remaining \$19,550 allocated to Keys Honey Contractors for sewer piping repairs on 4th st.**
- **Sludge Hauling is over budget this month as the December invoices for the 2nd half of the month were submitted and paid in early January (\$5,670.00). Total \$16,695.00**
- **Wastewater Warrant # 0122 requested approval for \$86,232.87**
- **Approved Arctic Temp A/C replacement for \$3980.00**
- **Overall, the 4th month of the fiscal year budget was found in excellent condition.**

### **Storm Water**

- **Mittauer & Associates have secured a grant for \$212,000.00 for storm water work on 10th st, this is in addition to the \$400,000.00 already secured by the city.**
- **Overall, the 4th month of the storm water 2022 fiscal year budget was found in excellent condition.**

**Treasurer's Report prepared by Bud Fernandes**