

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

**Tuesday, July 19, 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.

Answering to roll call were Bud Fernandes and Bill Fahs.

Also Present: City Administrator Dave Turner, Commissioner Ron Sutton, Jason Shepler of Mittauer & Associates, Utility Clerk Pat Hyland, Public Works Supervisor Mike Guarino and Plant Operator Dave Evans and Public – 3

Oath of Office – Board member Toni Appell was appointed to the Utility Board by the City Commission on June 23, 2022. Oath was administered to Ms. Appell.

Next Meeting Discussion – the next Utility Board Meeting is scheduled for Tuesday, August 16, 2022 at 9:30 am.

Approval of the Minutes: Regular Meeting Minutes May 17, 2022

Motion – Moved by Bud Fernandes and seconded by Bill Fahs to approve the Minutes of May 17, 2022.

On the Motion: Roll Call Vote. Unanimous Approval.

Mittauer & Associates Engineering Services Proposal for Remaining Stormwater Project

Engineer Jason Shepler submitted the proposal for engineering services for the remaining work to complete the city's Stormwater project. The areas included in the final project include the south portion of 9th Street, completion of Phase 2B of 10th Street, the complete length of 11th Street and a swale system only for the complete length of 12th Street. The proposal is in the amount of \$152,000.00 and is covered under the recently approved \$2.6 million dollar Stormwater grant.

There was discussion regarding the current 10th Street work as to where it ends, and the remaining section of 10th Street to be completed in the next phase. Mr. Shepler will provide details to show the exact property addresses included in Phase 2B which will be forwarded to board members. Once Phase 2B is done, 10th Street will be complete.

Motion – Moved by Bud Fernandes and seconded by Toni Appell to recommend approval in the amount of \$152,000.00 by the City Commission at the next scheduled Commission meeting.

On the Motion: Roll Call Vote. Unanimous Approval.

The recommendation for approval by the Commission will be presented at the next City Commission meeting scheduled for July 28, 2022.

Commissioner Ron Sutton stated an updated drawing, cost spreadsheet and letter to homeowners in the construction area had been uploaded to the City's website to provide additional information. Mr. Sutton reiterated the project is tied to grant funding, so it is necessary to move ahead with the work. Homeowners must submit their choice of swale closure by August 1st and have until October 1st to make their payment to the City. Resident Kirk Diehl of 10th Street raised a question regarding the swale and driveway apron. He commented pavers are not necessarily a good idea in the driveway or culvert area if future work is required. Mr. Diehl prefers a concrete driveway apron and hopes neighbors would agree. Dave Turner, City Administrator, explained there is no cost to the homeowner who wants an open swale and a concrete apron. There is no cost to remove pavers, only to replace them. If owners choose to close the swale, there is a per linear foot cost. In addition, Mr. Turner explained that a few of the properties would require a yard drain costing \$2,000.00, which is the reason some properties have a higher cost for the closed swale. No yard drain would be necessary if an open swale is chosen.

Utility Clerk Report –

For the months of May & June there were twenty-three property transfers completed with a total of \$4,300.00 collected in transfer fees. There were no sewer connection fees collected. A total of forty-two property inquiries were processed resulting in \$585.00 collected in inquiry fees. The April quarterly billing is 99% collected, with ten unpaid accounts. The final Wastewater grant reimbursement request #6 in the amount of \$2,900.00 has been received. Wastewater grant LPA0090 is now closed as of 6/30/22.

The July quarterly billing was generated and sent out. Quarterly Progress Reports for both Wastewater and Stormwater grants have been completed and submitted to the State. The most recently approved Stormwater Grant #LPA0311 for \$2.6M should be completed and ready for acceptance next month. Revision of the wording in the grant work plan was requested and has

been submitted to the State.

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

Clean Grounds cleaned all 15 lift stations in May. Annual service was performed on the generator and on the diesel fuel tank in June. Mr. Evans presented an estimate for the replacement and installation of suction elbows on 2 KSB mixer pumps #2 and #3. The elbow replacement was discussed in a prior board meeting. The estimate has two options: Option #1 for 304 Stainless Steel material and Option #2 for Carbon Steel with Epoxy Coating. Turnaround time to get the elbows from the manufacturer is several months. Mr. Evans stated the problem is an anomaly and there is no way to know how long the patch will hold. Both elbows were installed in 2017, so they are not too old. Each failure occurred when each pump reached 20,000 hours. Mr. Evans will contact the manufacturer and ask if there are complaints from other customers regarding this part.

Motion – Moved by Bud Fernandes and seconded by Bill Fahs to approve option #2 for Carbon Steel with Epoxy Coating for \$8,640.00 plus installation cost of \$7,600.00 for a total of \$16,240.00.

On the Motion: Roll Call Vote. Unanimous Approval.

Treasurer's Report:

Mr. Fernandes presented the Treasurer's report for the months of May and June.

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

Wastewater/Sewer Warrant #0522: was approved in the amount of \$89,582.18

Wastewater/Sewer Warrant #0622: was approved in the amount of \$90,254.01

Stormwater Warrant: #0522: was approved in the amount of \$2,000.00

Stormwater Warrant: #0622: was approved in the amount of \$1,650.00

Other Business: None

The meeting adjourned at 10:20am.

The next meeting will be on Tuesday, August 16, 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

June 2022

Plant Update:

1. Call Outs: June No Call Out
2. June 3rd Replace broken 1-inch ball valve for sprayer on side one.
3. June 8th Replace bad solenoid valve on alum flush system side two.
4. June 10th Annual service on generator preformed. Replaced bad oil sensor on generator.
5. June 20th Engier completed site visit for permit renewal.
6. June 22nd Leak on side two not holding prime. Found leak at 6-inch flange on permeate header. Seal leak. Now holding prime.
7. June 29th Superannuate 37,536 gallons out of digester.
8. June 30th Annual service on diesel fuel tank preformed. No issues.
9. T/N annual average to date is 1.49 Mg/L. Annual limit 3.0 Mg/l
10. Total gallons Hauled 57,500 gallons. Removals by G-tech pump truck at 21 cents per gallon.
11. Bubble test cassette # 68 & 45
12. Wash Cassette C-2 & D-1

R.O. Update:

1. Maintenance Budget for Re-Use (attached)

Collection system:

1. May 31st Clean Ground cleaned all lift stations.
2. June 1st 3rd street high power usage. Pull pump and clear debris from volute. Power usage return to normal.
3. June 21st Vista Del Sol lift station full. # 1 pump vapor locked. Clear # 1 pump and found bad connection in control box for on float. Both pumps working in auto lift station pumped down.

Anti Scalent \$175.00 per bucket
Pre Filters \$160.30 Per set
\$10.73 each X 14 per set.

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

RO Electric
6/1/2022
7/1/2022 9301.42
9301.42

Irrg Electric
6/1/2022
7/1/2022 734.883
734.883

Key Colony Beach Utility Board Treasurer's Report - June 30th, 2022

June 30th, 2022 financial summary

Waste water

- Wastewater income for June was \$20,746.56.
- Grant LPA 0090 for \$139,869.80 has a available balance of \$5105.90 after paying \$2900.00 to 3rd Generation Plumbing.
- Sludge Hauling is over budget \$4756.25 in June for the sixth month in succession, over budget \$13981.25 year to date.
- Wastewater Warrant # 0622 requested approval for \$90,254.01.
- Overall, the 9th month of the fiscal year budget was found in excellent condition.

Storm Water

- We have secured a grant for \$212,000.00 allocated for storm water work on 10th st, this is in addition to the \$400,000.00 already secured by the city.
- Storm Water Warrant 0622 requested approval for \$1650.00.
- Overall, the 9th month of the storm water 2022 fiscal year budget was found in excellent condition.

Treasurer's Report prepared by Bud Fernandes