

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

**Tuesday, September 20, 2022 – 9:30 a.m.
City Hall Annex**

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, Toni Appell, and Bill Fahs.

Excused: Greg Burke

Also Present: City Administrator Dave Turner, Jason Shepler of Mittauer & Associates, Utility Clerk Pat Hyland, Public Works Supervisor Mike Guarino and Plant Operator Dave Evans. Public – 1

Next Meeting Discussion – the next Utility Board Meeting is scheduled for Tuesday, October 18, 2022 at 9:30 am.

Approval of the Minutes: Regular Meeting Minutes August 16, 2022

Motion – Moved by Bud Fernandes and seconded by Bill Fahs to approve the Minutes of August 16, 2022.

On the Motion: Roll Call Vote. Unanimous Approval.

Wastewater Plant Operating Permit Renewal –

Engineer Jason Shepler provided an overview of the permit renewal application he is preparing to submit to the FDEP. A copy was included in the agenda packet for board members to review. Mr. Shepler complimented the plant operational staff on the maintenance and handling of the plant. Mr. Evans previously submitted a list of capital improvement items which should be replaced in the near term. One item is the static screen which Mr. Shepler agrees should be replaced in the relatively near future.

Mr. Shepler included a price quote, good for 60 days, received from Vulcan in the amount of \$76,589.00. There would be additional costs for a crane rental and ventilation of the static screen chamber to exhaust any hydrogen sulfide gases that might build up inside the unit's chamber.

Chairperson Appell questioned the quote for the static screen and if it included installation. Mr. Shepler said he could develop a quote for the installation. Bud Fernandes asked questions about the permit renewal.

Raftelis Agreement Proposal for Wastewater Rate Study

Chairperson Appell declared a conflict of interest and recused herself from discussion of this topic. City Administrator Dave Turner reminded the board members this topic had been discussed at the last meeting and he was to bring a proposal from Raftelis to this month's meeting. He stated the proposal in the amount of \$29,445.00 was for the board members to review and consider if they were interested in having a study done regarding the current wastewater rates, to determine whether rates would need to be increased to address improvements to the aging wastewater plant. Mr. Turner can have the company give a presentation to the board at either the November or December meeting. Mr. Turner encouraged the board to review the proposal and give some consideration to having a study done. The board will discuss again at the next meeting if they would like to have the company give a presentation in December.

Utility Clerk Report –

For the month of August there were 14 property transfers completed with a total of \$2,600.00 collected in transfer fees. There were no sewer connection fees collected. A total of 17 property inquiries were processed resulting in \$225.00 collected in inquiry fees. The July quarterly billing is 99% collected as of August 31st. Stormwater invoices were sent to 10th Street residents for swale closure and re-installation of brick pavers, which will be done soon. Invoices have a due date of October 1st. Several property owners have remitted payment.

Mr. Turner informed the board the contractor will start on 10th Street next Monday. Landscaping in the right-of-way will be inspected and removed if necessary.

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

Mr. Evans provided his monthly update on the plant, RO system and collection system. Mr. Evans submitted a proposal from Material Handling Systems in the amount of \$1,138.00 for the annual inspection and preventative maintenance of the Crane System.

Motion – Moved by Bill Fahs and seconded by Bud Fernandes to approve the proposal from Material Handling Systems in the amount of \$1,138.00.

On the Motion: Roll Call Vote. Unanimous Approval.

Mr. Evans also brought a quote from Aeration Industries International in the amount of \$11,829.00. This quote came in after the agenda packet went out. The mixer motor for the digester is bad and must be replaced. The 5-year warranty expired in June. The equipment is required to get the digester to work. In the meantime, the digester will need to be pumped out. This would be considered an emergency item to be replaced as soon as possible. Receipt of the new motor and parts will take 3 to 4 weeks.

Motion – Moved by Bill Fahs and seconded by Bud Fernandes to approve the quote from Aeration Industries International in the amount of \$11,829.00.

On the Motion: Roll Call Vote. Unanimous Approval.

This item will be presented to the City Commission for final approval at the next scheduled Commission meeting.

Treasurer's Report:

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

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

Wastewater/Sewer Warrant #0822: was approved in the amount of \$62,532.28

Stormwater Warrant: #0822: was approved in the amount of \$34,937.55

Other Business: Mr. Turner said the Stormwater project will be starting. An empty lot on the corner of 8th Street and West Ocean Drive will have a temporary fence installed for a staging area for the project.

The meeting adjourned at 10:10am.

The next meeting will be on Tuesday, October 18, 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

August 2022

Plant Update:

1. Call Outs: August 18th 2:50 AM. Blower # 3 failed. Switch to back up blower #1.
2. August 4th Replace light bulb and ballast on light in shed. Replace bulbs and end clips on 4 lights in R.O. building. All lights working.
3. August 18th Replace belts on all blowers. All blowers working.
4. T/N annual average to date is 1.36 Mg/L. Annual limit 3.0 Mg/l
5. Total gallons Hauled 48,500 gallons. Removals by G-tech pump truck at 25 cents per gallon.
6. Bubble test cassette # 44 & 66 & 65
7. Wash Cassette A-2 & B-1 & B-2

R.O. Update:

1. Maintenance Budget for Re-Use (attached)

Collection system:

1. August 1st 5th street lift station full. Pull pump remove rag, replace impeller, and wear ring. Lift station pumped down and working on auto.
2. August 12th 9th street lift station full. Pull pump remove rag, replace impeller, and wear ring. Lift station pumped down and working in auto.

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
8/1/2022
9/1/2022 8746.598
8746.598

Irrg Electric
8/1/2022
9/1/2022 652.955
652.955

Key Colony Beach Utility Board Treasurer's Report - August 31, 2022

August 31, 2022 financial summary

Waste water

- **Wastewater income for August was \$28,631.04.**
- **Sludge Hauling was under budget for the first time in 8 months.**
- **Wastewater Warrant # 0822 requested approval for \$62,532.18**
- **Overall, the 11th month of the sewer 2022 fiscal year budget was found in excellent condition.**

Storm Water

- **The stewardship grant has \$396,000 remaining, as we received a \$4000.00 reimbursement. Swag grant for \$212,000 won't be used until swale work has started on 10th street.**
- **Storm Water Warrant # 0822 requested approval for \$34,937.55**
- **Overall, the 11th month of the storm water 2022 fiscal year budget was found in excellent condition.**

Treasurer's Report prepared by Bud Fernandes