

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

Tuesday, May 17, 2016 – 9:35 a.m. @ City Hall

Call to Order, Roll Call:

The regular meeting of the Utility Board was called to order at 9:35 a.m. by Chair of the Board John Dalton. *Answering to roll call was:* John Dalton, Lin Walsh, Mike Alexander, Steve Flood, Ray Andro and Tom DiFransico. *Also Present:* Mayor, Jerry Ellis, Plant Manager, Dave Evans and Utility Clerk, Blanca E. Kulig.

Approval of Minutes: Minutes from Regular Meeting of March 15, 2016

Motion – Moved by John Dalton, seconded by Lin Walsh, to approve the minutes of the regular meeting.

On the Motion: Roll Call Vote. Unanimous Approval.

Approval of Minutes: Minutes from Regular Meeting of April 19, 2016

Motion – Moved by John Dalton, seconded by Lin Walsh, to approve the minutes of the regular meeting.

On the Motion: Roll Call Vote. Unanimous Approval.

Approval of Minutes: Minutes from Special Meeting of April 26, 2016

Motion – Moved by John Dalton, seconded by Lin Walsh, to approve the minutes of the regular meeting.

On the Motion: Roll Call Vote. Unanimous Approval.

Utility Clerk Report: Mayor Jerry Ellis gave an update on the upcoming Sewer Plant Projects and construction. The Utility Department and Mayor Ellis are working closely with Jason Shepler at Mittauer & Associates to finalize the construction plans and move forward with the bidding process. We have received the last payment from the Mayfield Grant in the amount of \$428,932.00 for a total grant reimbursement of \$1,000,000 that will be used towards the project. The smoke testing was approved by the City Commission; scheduling will be done by Dave Evans and notification to residents will be posted on the website as well as sent in an email blast. We will also post a notice at City Hall and the post office board.

Operators Report- is included as part of the minutes and is available.

Chairs Report:

- A. **Clean causeway south main line** – The Board discussed the possibility that there is an existing problem with restaurants disposing of grease into the sewer lines causing an obstruction in the south main line preventing the Utility Department from inserting a camera to view if any damage exists that is currently causing the obstruction. Dave will contact Shenandoah Construction and schedule them to come out and clean out the line and insert a camera so that we can determine if the line obstruction is being caused by the restaurant oil waste or by unknown damage in the pipes. A motion was not needed to approve the cleaning of the line since this is considered an emergency service. Mike Alexander will speak with Ed Borysiewicz, Code Enforcement and determine what the State requirements are for restaurants in regards to grease traps and the disposal of grease.
- B. **Lateral Repairs (2nd Street):** The Board discussed the bill that the City incurred from the lateral repairs at 340 2nd Street due to broken lines from a fence installation. All were in agreement that the property owner should be notified and asked to reimburse the City for the damage.

- C. **Concrete cap on top of tank-** The Board discussed whether the concrete cap on top of the tank should be replaced or repaired. Item will be tabled until we have estimates on both scenarios and can compare the costs.
- D. **Stormwater assessment rates** – In order to recover the costs of collecting the annual Stormwater Fee in the yearly property tax bill an increase of \$5.00 per property owner will need to be done. The new Stormwater rates would be \$65.00 per residential unit or vacant lot and \$130.00 per commercial parcel.

Motion – Moved by Steve Flood, seconded by John Dalton, to approve the new rate of \$65.00 per residential unit or vacant lot and \$130.00 per commercial parcel for Stormwater which will be placed in the yearly tax bill.

On the Motion: Roll Call Vote. Unanimous Approval.

Financial Reports: The April 2016 Financial Reports for the Utilities are ready and available.

Waste Water/Sewer Warrant #0416: was approved in the amount of \$88,287.13

Stormwater Warrant #0416: was approved in the amount of \$10,237.72

Any Other Business/Members Comments: N/A

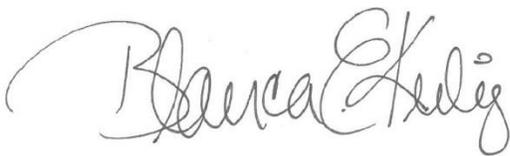
These minutes are unofficial and have not been formally approved by the Utility Board as of yet.

The approval will be at the next scheduled Utility Board meeting.

The meeting adjourned at 11:15am.

The next meeting will be on Tuesday, June 21 at 9:30AM

Respectfully Submitted by:



Blanca E. Kulig, 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.***