

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

Tuesday, May 21, 2019 – 9:30 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 Board Chairman John Dalton. *Answering to roll call was:* John Dalton, Tom Harding, and Mike Alexander. *Excused:* Steve Flood, Tom DiFransico and Lin Walsh

Also Present: City Administrator Chris Moonis, Jason Shepler of Mittauer and Associates, Utility Clerk Pat Hyland and Plant Manager Dave Evans. Public – 1

WRF Improvements – Phase 2 Project:

- A. WRF Operations Update –** No major modifications have been made since the last Utility Board meeting in April. Fluidyne visited to investigate the issue with slime accumulation. Plant Operator Dave and Jason Shepler of Mittauer believe a report is needed to determine the organisms causing the problem. Dave suggested the sludge be evaluated and obtain a report from a lab to determine what is causing the slime and the best way to eliminate the problem.

Motion – Moved by Tom Harding and seconded by Board Chair John Dalton to approve up to \$1,000 for an analysis report to have the sludge evaluated.

On the Motion: Roll Call Vote. Unanimous Approval.

B. TLC Close-Out –

1. Punch List Status - Jason reported TLC is willing to approve paying for two loads of the rock needed for the plant and driveway and other areas. Nine loads of rock are needed. Jason suggested a letter be drafted to TLC indicating that the rock may be purchased and an amount will then be deducted from the balance owed to TLC. Other items on the punch list were the spare air flow meters, which the city received two rather than one, and the pressure gauge warranty which will cover the leaking gauges. Dave mentioned TLC still needs to come back and fix the fence.
2. TLC Payment Status – A request has been made to TLC to send a revised payment application which reflects the amount that the Utility Board approved to pay and the retainage which will be paid once the final items have been addressed. There has been no response from TLC regarding submitting a revised payment application. Several emails have been sent but no answer has been forthcoming. Therefore, no payment has been made to TLC. Tom Harding recommended that a letter should be mailed to TLC so the city has something in writing, offering to deduct the amount for the rock and fence top rail replacement. As discussed in last month's meeting, Ed Borysiewicz of the Building Department received an estimate from Henry's Trucking in the amount of \$5400 for nine loads of rock to cover the area around the plant and driveway. Jason offered to draft the letter which would come from the city, as this issue is a contractual one. A figure of \$7400 was estimated to deduct from the final payment; \$5400 for the rock and \$2000 for the fencing material and installation. Tom agreed to draft the letter with assistance of the Utility Clerk and have attorney Tom Wright review prior to sending to TLC. The amount of \$7400 would be deducted. Once TLC agrees in writing to accept the proposal, the work can be scheduled and completed.

UV System Bid Update – The bid opening date is scheduled for Tuesday, June 4th at 2pm in City Hall offices. Jason expects two companies to each submit a bid. Once the bids have been opened they will be scanned and emailed to Jason to review and make a recommendation. Jason and Tom Harding have reviewed the Jason's estimated cost of this project, which will total \$414,000, the majority of which will be paid with the grant funding the city received for the wastewater project. Jason explained that it takes about 12 weeks for the shop drawings which takes the longest period of time, but once that is

done the work will not take all that long. The total time for the project should be 6 months to the final completion.

Next Meeting Discussion – the next Utility Board Meeting is scheduled for Tuesday, June 18, 2019 at 9:30 am.

Approval of the Minutes: Regular Meeting, April 16, 2019

Motion – Moved by Tom Harding and seconded by Chair John Dalton to approve Minutes of April 16, 2019 with edits.

On the Motion: Roll Call Vote. Unanimous Approval.

Utility Clerk Report – Nine property transfers were processed in April, with a total of \$1,600 collected in transfer fees. One wastewater connection fee of \$5,625 was collected. Certified letters have been mailed out to residents with accounts that are delinquent more than one quarter. Contact will be made with local utilities to determine if the electric & water have been turned off for one property on 5th Street. The Utility Clerk will attempt to locate the guardian for that property owner.

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

Motion – Moved by Tom Harding and seconded by Mike Alexander to approve up to \$40,000 for main line camera to be purchased from draincamershop.com.

On the Motion: Roll Call Vote. Unanimous Approval.

Motion – Moved by Tom Harding and seconded by Chair John Dalton to approve estimate received from 3rd Generation Plumbing in the amount of \$3,600 for manhole work.

On the Motion: Roll Call Vote. Unanimous Approval.

Manhole #21 on the Causeway and manhole #4 on West Ocean Drive will have manhole rings and covers installed approximately 2" above existing height. Manhole #3 on West Ocean Drive will have rubber cowlings removed and mortar will be installed.

Dave Evans obtained three quotes for sewer line repairs from Envirowaste Services Group for:

Seal leaks in the amount of \$12,750; for grout repair on 10 leaks and sectional liners on 2 leaks

Two liftstations on the Causeway for concrete grouting and coating in the amount of \$8,636

Liftstation cleaning of all 15 stations for \$2,625, which is less than the previously approved estimate of \$3000 received from Clean Grounds.

Motion – Moved by Tom Harding and seconded by Chair John Dalton to approve all 3 Envirowaste Services estimates.

On the Motion: Roll Call Vote. Unanimous Approval.

These items were all on the Dave's list of leak repairs discussed at last month's Utility Board meeting. The remaining three items on that list require digging up and will be discussed with the Building Department to see if this work is able to be done by Public Works, or will require an outside contractor to complete.

Chairs Report:

- A. Increase RO Capacity** – The city would like to increase RO capacity by 25% (approximately an additional 11,000 gallons per weekday). Jason Shepler did a study about 4 years ago. The cost at that time was 1.7 million dollars to have the RO water piped to all parks and to the furthest most points of East Ocean Drive and West Ocean Drive. Tom Harding recently attended a South Florida Water Management District meeting. The State is focused more on RO water, rather than Stormwater, so there may be grant funding that will be available for RO work. The city would require additional storage tanks for the increase in RO water. It may be less expensive to store the RO water and use a water truck to transport the water to areas around the city. Conversation also included the possibility of using Stormwater and treating it to be used as irrigation water. Tom would like to get a proposal ready to submit to the State for a request for possible grant funding for July 1st.

Motion – Moved by Tom Harding and seconded by Chair John Dalton to approve an amount up to \$15,000 for Jason to prepare an engineering study of options for RO versus Stormwater.

On the Motion: Roll Call Vote. Unanimous Approval.

- B. Manhole Repair Progress – This item was discussed during the Operator's Report.
- C. Stormwater Drain Cleanout Progress/Sewer Line Repair Progress – Sadowski/Clara Blvd intersection drain has been cleaned by the DOT. The rainwater will drain within one to two hours after a heavy rain event.

Treasurer's Report: included as part of the Minutes

Tom has prepared a draft budget. There will be two city budget workshops; one in July and one in August.

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

Waste Water/Sewer Warrant #0419: was approved in the amount of \$84,863.45

Stormwater Warrant #0419: was approved in the amount of \$905.00

Any Other Business – Tom Harding shared his attendance at the meeting of the South Florida Water Management District.

Insurance values of the plant were discussed, with Chris Moonis offering to share his FEMA contact with Tom Harding. Both Tom and Chris expressed interest in possibly self-insuring.

The meeting adjourned at 11:47am.

The next meeting will be on Tuesday, June 18, 2019 at 9:30am

Respectfully Submitted by:



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. ***