

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

**Tuesday, April 19, 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, Mike Alexander, Steve Flood, Raymond Andro and Tom DiFransico *Excused:* Lin Walsh. *Also Present:* Vice-Mayor, Ron Sutton, Plant Manager, Dave Evans, City Clerk Kathryn McCullough and Utility Clerk, Blanca E. Kulig.

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

**Utility Clerk Report:** this month's Utility Clerk's Report was done by Kathryn McCullough. The minutes from last month's meeting are not available for review and approval at this time. We are still playing catch up and will have all minutes up to date by the next Utility Board Meeting. Blanca Kulig was introduced as the new Utility Clerk as well as two new Utility Board members, Tom DiFransico and Raymond Andro. Both new members were sworn in and signed the oath statement to be kept on file. In regards to financials, bank balances have been reconciled through February with the efforts of Jennifer Johnson from Bishop and Rosasco Accounting office. This work was done under their city contract of \$500.00 a month no extra charges were assessed. We have financials for February and March at this time. The final item to report is regarding the Mayfield Grant. It has been submitted and is being processed. We are awaiting a check at this time. Board will be notified at next meeting of status.

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

**Chairs Report:**

- A. **Clean causeway south main line** – item was discussed by board members and tabled for next meeting. We are waiting on a quote from Gtech with the price on what it would cost to rent the machine to do it. Dave Evans stated that this is something that is not urgent and could be done next month.
- B. **Smoke Testing** - U.S. Water provided a proposal for the cost of the smoke testing of the collection system for the entire city. The proposed cost is \$23,957.30. This testing is not poisonous or hazardous in any way and will not set off smoke alarm in homes. The entire testing will take a couple of weeks since the city has 30,000 feet of pipes to check. This test will help determine any damaged pipes as well as illegal storm drains that are going into our system. The last time this testing was done was approximately 10 years ago. Once approved, the fire department will be notified, as well as the residents of the city on the dates and times of the smoke testing.

**Motion** – Moved by Steve Flood to accept the estimate for \$23,957.30 from U.S. Water, seconded by John Dalton, to accept the estimate for \$23,957.30 from U.S. Water.

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

- C. **Bid for cleaning out reactor tank-** We have two estimates for cleaning out the reactor tank the first from 3<sup>rd</sup> Generation Plumbing for \$29,800.00, they would clean out half of the Bioreactor, this includes all equipment and cleaning. Gtech has also put in an estimate for \$24,000.00 which also includes all equipment and cleaning. Item was discussed by board members and tabled until we know when the new construction at the plant will begin.

**D. Lateral – 948 W Ocean Drive** - Board members discussed whether or not it was the responsibility of the city to provide lateral on 948 W Ocean Drive. A house is being built on the corner of 10<sup>th</sup> and West Ocean and the lateral does not come up on 9<sup>th</sup> Street far enough where the builder can hook up the sewer pipe. This property was a duplex lot that was subdivided several years ago into two single family lots. The existing home on the lot took the connection that was there leaving the new home with no hook-up. The estimate from 3<sup>rd</sup> Generation Plumbing includes all labor and materials to complete the sewer connection as well as the removal and reinstallation of the driveway pavers and replacement of the #89 pea gravel in the area disturbed for installation.

**Motion** – Moved by John Dalton to accept the estimate for \$4,980.00 from 3<sup>rd</sup> Generation Plumbing, seconded by Mike Alexander, to accept the estimate for \$4,980.00 from 3<sup>rd</sup> Generation Plumbing.

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

**E. Concrete cap on top of tank** – Dave Evans updated board regarding the replacement of the concrete cap on top of tank. In the original construction plans that were first sent out they called to replace the cap which would be an expensive and time consuming thing to do. In the second set of plans the engineer has the cap not being replaced. The engineer was asked why this was changed and he claims that someone in the city said so. Dave Evans has found no one at the city that had said or suggested that so what was decided was to call the city engineer Darrell Osborne who is a structural engineer to come out and look at it. Mr. Osborne at this time is tied-up with other business and will be out to inspect the cap in about two weeks and give a report of what needs to be done. Item is tabled until next month until we have Mr. Osborne's report to discuss.

**F. HACH Proposal** – Warranty renewal for Hach equipment was discussed by board members and as per Dave Evans the warranty for the first item (BenchPlus-DR3900) does not need to be covered as advised by salesperson at Hach. Therefore, a revised proposal will be requested and a special meeting will be scheduled to approve the warranty for the other two items on the proposal.

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

**Waste Water/Sewer Warrant #0216:** was approved in the amount of \$128,297.38

**Waste Water/Sewer Warrant #0316:** was approved in the amount of \$400,122.14

**Stormwater Warrant #0216:** was approved in the amount of \$1,750.00

**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 11:05am.**

**The next meeting will be on Tuesday, May 17, 2016 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.\*\*\*