

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

Monday, August 17, 2015 - 9:30 a.m. @ City Hall

Call to Order, Roll Call:

The regular meeting of the Utility Board was called to order at 9:30 a.m. by Chair Jim Teague. *Answering to roll call was:* Chair Jim Teague, John DeNeale, Eric Larsson, Tom Conley and Mike Alexander *Excused:* Steve Flood, *Also Present:* Plant Manager, Dave Evans and Utility Clerk, Melanie T. Rider
Public: 0

Approval of Minutes: Minutes from Regular Meeting July 20, 2015

Motion – Moved by Eric Larsson, seconded by John DeNeale, to approve the minutes of the regular meeting.

On the Motion: Roll Call Vote. Unanimous Approval.

Chairs Comments & Organization Decisions: Chair Jim Teague stated that the City Commission had read the first change in ordinance for the late fees.

Utility Clerk Report: is included as part of the minutes and is available.

Operators Report- is included as part of the minutes and is available. The Power Report is attached. Jim asked Dave what the final outcome of the broken cassette mount and Dave stated he got an estimate from Bobcat and Keys Welding. However, their temporary fix is holding well for now. He doesn't feel the need to have it welded if we are just going to replace it with all new for the AWT changes.

Treasurers Report- John DeNeale handed out his spreadsheet "Utility Board Input to Capital Improvements Schedule". He stated that Cathy and the Mayor requested he complete the Board's portion of it and he wanted the board's feedback prior to submitting it to the Commission. He went over the financial statements and made a few minor comments. Jim Teague mentioned that the electric bill was very high and Dave stated that he is running 3 blowers now in order to meet the AWT Standards. Jim stated that we should amend the budgeted amount for next FY to \$170,000.00. John asked Melanie if she was planning on expensing the reserves for the quarter and she stated yes. The Board asked Melanie to find out if we are up to the million for the Mayfield grant reimbursements and she stated she would work with Cathy to find out where we are at. Jim had some questions regarding the Mittauer invoices and asked that Melanie get with Commissioner Wovas, as he is the liaison for the Commission and Mittauer and would know how to proceed.

Financial Reports: The July 2015 Financial Reports for the Utilities are ready and available.

Motion – Moved by Tom Conley, seconded by Mike Alexander, to approve all financial reports.

On the Motion: Roll Call Vote. Unanimous Approval.

Waste Water/Sewer Warrant #0715: was approved in the amount of \$64,072.10

Stormwater Warrant #0715: N/A

Old Business-

- A. Coral Lane Force Main Repair Update & Discussion:** Melanie stated that she and Ed Borysiewicz are continuing to work with the DEP and the Army Corp of Engineers to figure out the permitting and/or possible exemption of permit for the Coral Lane under water main repair.
- B. Master Plan Update & Discussion:** Dave stated that we continue to add chemicals. Some of

which are meeting the levels and some we still have to work on. He stated that he is waiting on a new control panel from Hach to replace the original. He explained that the first meter was reading out high levels and setting off an alarm and when he explained this to Chris Bunch of Hach he said we would do better with the 1mm meter as opposed to the 2mm.

- C. Late Fee Ordinance:** Jim explained that they read the first reading of the new ordinance at the last commission meeting and intend to have the second reading on August 26th.

New Business-

- A. Force Main Repairs / Salt Water Repairs -** 10th Street, 11th Street, and the end of 9th Street all have minor salt water intrusion. Jim would like Melanie, Dave and Ed Borysiewicz to look into getting some information for the next meeting. He would like Dave to find out exactly where the problems are on each street and get the street numbers of the houses/properties it would affect. Then Melanie is to get with Ed and get all the information and plans regarding the stormwater done and/or not done on the streets in question to date. He also requested that Melanie get estimates to repair the main lines and the city laterals on those particular streets and in the affected areas that Dave finds/reports. He would like to have as much information as possible ready for the next Utility Board meeting. He asked that Melanie request Ed B. the Building Official to be present at the next Utility Board meeting.
- B. Discuss moving Oct. Meeting Date:** Chair Jim Teague stated that he thought it would be wise to move the October meeting date up a week so to give us time to prepare for the City Commission meeting. Apparently, a few times a year the 3rd Tuesday and the 4th Thursday land on the same week. This gives us only one day to prepare for the Commission meeting update. The board briefly discussed and agreed and the meeting will be moved. Melanie will change it on the city calendar and email reminders to the board members will go out when it gets closer.
- C. 621 8th Street-** Chair Jim Teague mentioned that he had received an email from the resident at 621 8th Street that he had forwarded off to each of them. Several members stated that they went over to the plant and could hear noise but, nothing more than usual. The board discussed the fact that the home had storm shutters and possibly recommending to the resident that they purchase noise reducing storm windows instead. Jim stated he would write the resident back and give them the board's recommendations.

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 schedule Utility Board meeting.

The meeting adjourned at 10:56 pm.

The next meeting will be on Tuesday September 15th, 2015 at 9:30AM

Respectfully Submitted by:



Melanie T. Rider, 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.***