

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

Tuesday, April 16, 2019 – 9:30 a.m. @ City Hall

Call to Order, Roll Call:

The regular meeting of the Utility Board was called to order at 9:30 a.m. by Board Chairman John Dalton. *Answering to roll call was:* John Dalton, Steve Flood, Tom Harding, Tom DiFransico and Mike Alexander. *Excused:* Lin Walsh

Also Present: Utility Clerk Pat Hyland, Plant Manager Dave Evans and City Commissioner Kimmeron Lisle. Public – 0

WRF Improvements – Phase 2 Project:

A. WRF Operations Update – Adjustments have been made to operations based on Fluidyne information regarding the issue with the development of slime on the membrane. The slime problem seems to be decreasing, so adjustments will continue until the problem is resolved. The TN level continues to remain within the limits established by the DEP. The plant had to be operated manually by Plant Operator Dave Evans, as there was a TLC issue with the Suez system this past Friday which Dave was able to correct by early Saturday.

B. TLC Close-Out –

1. Air Flow Meter Resolution – TLC informed Jason Shepler of Mittauer & Associates that the meters were shipping out today.
2. Punch List Status – Jason expects all items should be completed by next month.
3. Final Payment – Jason has been in contact with Robert LaChance of TLC who understands that the final payment will not be made until next month, once everything on the punch list has been completed. A final payment request was received on March 21, 2019 from TLC for \$138,549.40, of which \$60,000.00 is retainage. The amount of \$78,549.40 is for contracted work which was completed in November & December, but not yet billed for costs related to line items for final demobilization, finalizing drawings, manuals and other end of project costs all of which are included in the contract. Tom DiFransico indicated that work has been done, so TLC should be paid for the work which has been completed and the retainage amount of \$60,000 should be held until the punch list items are completed. Discussion continued regarding whether to pay all but the \$60,000, or not pay anything until the contract has been completed.

Motion – Moved by Chair John Dalton and seconded by Vice Chair Steve Flood to pay TLC \$78,549.40 for the work completed and continue to hold the retainage amount of \$60,000 until all punch list items have been completed.

On the Motion: Roll Call Vote. Unanimous Approval.

Conversation continued about items on the punch list. The issue with gravel/rock replacement in areas around the plant and driveway, as well as outside of the plant area was discussed. Building Official Ed Borysiewicz has indicated that the entire area should have new rock put down. TLC has verbally agreed to pay for the gravel/rock and a local contractor can be paid to spread the material. Tom Harding said that TLC offered to pay for the rock for the entire area, and the city can pay to have the rock spread. Chris Moonis suggested someone from the Utility Board meet with Ed Borysiewicz and look at the entire area to determine how many loads of rock would be needed. John Dalton agreed to meet with Ed Borysiewicz. Mike Alexander suggested that the amount of rock for both areas, sewer plant and driveway as well as trailer parking areas, should be obtained so that the city and TLC will know how much rock is needed and what the costs of both options will be and a decision can be made at that time.

Tom DiFransico questioned Plant Operator Dave Evans if he had reviewed the UV specs yet. Dave said he has not done so yet. Tom also asked Dave if he thought there were any serious items to be addressed on the punch list. Dave did not think there were major issues remaining on the list. Tom Harding said the fencing and rock were the things that were not warranty-related as the other punch list items were considered to be.

Resident Greg Burke from 621 8th Street addressed the Utility Board regarding the trailer parking driveway and north end of the trailer parking area and a problem of water ponding after a heavy rain event. Mike Alexander explained to Mr. Burke that work was completed to correct a drainage problem. Steve Flood said he was in town recently when the heavy rainstorm occurred, and every street had rainwater flooding as there was so much rain in a short period of time. John Dalton told Mr. Burke that the area in question would be monitored and determine if the line is crushed by one of the many trucks that go in and out of the area. Mike Alexander indicated that there may be a crushed pipe that is causing slow drainage.

- C. UV System Readiness for Requesting Quote** – Engineer Jason Shepler of Mittauer & Associates said the bid package is about ready. He has sent it out for final comments from Suez, Fluidyne, etc.. Jason will send the advertisement document to Utility Clerk Pat Hyland within a day or two, once he has received the last of the final comments. A bid opening date will be set, which is usually 30 days.

Next Meeting Discussion – the next Utility Board Meeting is scheduled for Tuesday, May 21, 2019 at 9:30 am.

Approval of the Minutes: Regular Meeting, March 19, 2019
Emergency Meeting, March 22, 2019

Motion – Moved by Chair John Dalton and seconded by Tom Harding to approve Minutes of both meetings.

On the Motion: Roll Call Vote. Unanimous Approval.

Utility Clerk Report – April Wastewater Invoices have been mailed out. Five property transfers were processed in March. There were no new wastewater connection fees collected last month. Utility Clerk Pat Hyland will provide a monthly report of the total number of property transfers that were processed as well as new wastewater connection fees collected for the month. Pat will be on vacation May 14th through May 20th. The City Clerk will generate and distribute the meeting agenda for the next Utility Board meeting, scheduled for Tuesday, May 21st.

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

Plant Operator Dave Evans provided a manhole inspection report which indicated that the corbett, manhole ring and cover for manhole #2 should be replaced. The manhole ring and cover for manhole #27 should also be replaced. Manhole #8-A is now 2-inches below grade. Dave will obtain estimates for work that must be done by a contractor. Dave also provided a list of leaks throughout the city that require repair. The list will be given to Building Official Gerard Roussin who will review to see what work can be handled by Public Works and what work must be done by a contractor.

Dave provided an estimate from Clean Grounds for \$3000 to clean all 15 lift stations. This work is performed twice per year, and it is time to schedule the lift stations to be cleaned.

Motion – Moved by Chair John Dalton and seconded by Tom Harding to approve estimate received from Clean Grounds for \$3000.

On the Motion: Roll Call Vote. Unanimous Approval.

Dave was thanked by the members of the Utility Board for his work to keep the plant running in manual mode last week.

Tom DiFransico asked about the odor coming from the sewer plant. After discussion, the general consensus was that the sewer plant has been upgraded and there is really not much else that can be done to alleviate the problem.

Chairs Report:

A. Review Wastewater Ordinance Sec. 14-5.1 and Sec. 14-7.2

1. Sewer Connection Charges for Properties Being Rebuilt

Vice Chair Steve Flood discussed this ordinance at the last meeting and requested the Utility Board review this particular section of the ordinance regarding charging a sewer connection fee to those property owners were redeveloping after demolition.

The current wording states *“Redevelopment after the demolition of an existing structure shall be (less the original connection fee paid by the original structure owner)... \$5,625.*

This would apply to residential homes as well as condo residents where the building is being demolished and rebuilt. The City Commission had stated that no fee would be charged for those properties where building was being redeveloped.

After lengthy discussion regarding this particular section of the ordinance Tom Harding made a motion to eliminate that sentence in the Ordinance.

Motion – Moved by Tom Harding and seconded by Chair John Dalton to eliminate the section of the Ordinance pertaining to charging a connection fee for redevelopment after demolition.

On the Motion: Roll Call Vote. Mike Alexander: No, Tom DiFransico: Yes, Tom Harding: Yes, Steve Flood: No, John Dalton: Yes

The Motion passed with a vote of 3-2

This will be presented to the City Commission for approval of elimination of the text.

2. Procedure for Placing Liens and/or Disconnecting Delinquent Accounts

This section of the Ordinance pertaining to filing a lien and terminating sewer service is vague as to the timeframe of when these should take place. Utility Clerk Pat Hyland has previously filed two liens on delinquent properties. Board members requested that certified letters be mailed out to all delinquent property owners and a copy of the Ordinance accompany the letter. Tom Harding suggested mailing delinquent letters to all addresses displayed on the Property Appraiser’s website. City Administrator Chris Moonis will speak with City Attorney Tom Wright and ask for his direction. Chris will come back to the next meeting with Tom Wright’s advice.

B. Stormwater Drainage at Sadowski Causeway and Clara Boulevard – This area floods every time there is a heavy rain. Chair John Dalton said two injection wells have been installed in the past, but the flooding continues. City Administrator Chis Moonis said that he was informed by City Official Ed Borysiewicz that the problem is drainage coming from US1, which is an FDOT problem. The collection box on US1 at the intersection needs to be cleaned out. Dave Evans was asked to get a separate quote from Clean Grounds for cleaning the drains on Clara Boulevard. If possible, the next time lift stations are cleaned the drains for Clara Boulevard can also be cleaned. If the flooding continues once the drains are cleaned, the problem will be taken up with the FDOT.

C. Treasurer’s Report: included as part of the Minutes

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

Waste Water/Sewer Warrant #0319: was approved in the amount of \$658,864.79

Stormwater Warrant #0319: was approved in the amount of \$300,000.00

Any Other Business – There was discussion regarding RO water and how much it would cost to increase the amount of RO water generated, and how that the water would be moved from place to place.

The meeting adjourned at 12:28pm.

The next meeting will be on Tuesday, May 21, 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. ***