

MINUTES

Key Colony Beach Utility Board

Tuesday, January 16th, 2024 – 9:30 am

Key Colony Inn Banquet Room, 700 W. Ocean Drive, Key Colony Beach
& via Zoom Conferencing

1. **Call to Order, Pledge of Allegiance & Rollcall:** The Key Colony Beach Utility Board Meeting was called to order by Chair Bill Fahs at 9:30 am followed by the Pledge of Allegiance and Rollcall. **Present:** Donald Steamer, Bud Fernandes, Chair Bill Fahs. **Absent:** Vice-Chair Ed Carey. **Also present:** Mayor Joey Raspe (as acting City Administrator), Plant Operator Dave Evans, Administrative Assistant Tammie Anderson, City Clerk Silvia Gransee.
2. **Agenda Additions, Changes, Deletions:** Mayor Raspe asked for the addition of the Sewer Inspection Report by Code Officer Goldman under the City Administrator's Report. City Clerk Gransee asked for the deletion of Item 5. Approval of Minutes. The Board had no objections to the changes.
3. ~~**Approval of Minutes:** December 19th, 2023 TBA~~ **** deleted****
4. **Citizen Comments and Correspondence:** None.
5. **Next Meeting Discussion** - Scheduled for Tuesday, February 20th, 2024: The Board had no conflicts with the meeting date.
6. **Items for Discussion/Approval**
 - a. **Continuance of Discussion/Approval of Proposal by Burke Energy Solutions on Solar Energy:** Chair Fahs informed about touring the Key Largo Wastewater Plant and asked Bud Fernandes for a report. Bud Fernandes reported on attending the fact-finding mission along with Chair Fahs and informed of meeting with Plant Supervisors as well as Greg Galmin from Burke Energy. Bud Fernandes gave observations made during the tour in addition to information on software, maintenance of panels, warranties on inverters and panels, and prior problems encountered. Bud Fernandes informed on the plant receiving 20% of the consumed power from solar energy and having been fully funded by a grant from the Florida Department of Environmental Protection. Bud Fernandes stated to have been impressed by the plant and gave support for going forward to the next step.

Chair Fahs asked Greg Galmin for an update.

Greg Galmin from Burke Energy Solutions informed of a good site visit and spoke on prior funding concerns by the Board. Greg Galmin informed of the Key Largo Plant having been 100% funded by grant monies and haven spoken to the Director of the Key Large Wastewater District Peter Rosasco who had suggested the attendance of the Florida Keys Days to have a meeting with Representative Jim Mooney to discuss possible funding. Greg Galmin informed on attending the event in Tallahassee and encouraged other Board members to attend. Greg Galmin further informed on additional grant monies for green energy related projects being available. Greg Galmin reported on progress with completion of the site visit, having provided funding and tax credit information, and possible options on how to move forward. Greg Galmin talked on the recommendation on receiving approval from the South Florida Management District if using the Retention pond area and Key Largo's utilization of their reservoir area.

Greg Galmin gave a cost estimate of \$2.2 Million Dollars depending on installation techniques and informed that the geotechnical reports were not reviewed yet. Greg Galmin informed on providing two estimates depending on

placement of the solar panels. Bud Fernandes stated opposition to placing panels on plant structures due to age and voiced concerns on adding maintenance problems. Bud Fernandes stated for the drainage area to be the most appropriate zone with the least amount of maintenance issues. Greg Galmin explained possible locations for the facility and corresponding kilowatts expectations. Greg Galmin confirmed for the retention pond area coded in blue in the drawing to provide adequate amount to supply all electricity. Bud Fernandes asked for this option to be called Option 'A'. Bud Fernandes further asked for Option 'B' to be the outside perimeter coded in orange and as well as areas coded in red on the top of buildings. Greg Galmin had no objections to the request and agreed with Option 'A' to be the preferred method. Bud Fernandes asked for a quote for Option 'A' and asked the Board on the need to pursue Option 'B'.

Chair Fahs agreed with the use of Option 'A'.

Donald Steamer gave concerns on funding for the project and cautioned for the city not being able to carry an additional financial burden.

Greg Galmin informed that the information provided was a preliminary report and asked for the opportunity to give a realistic number with current information provided.

Greg Galmin stated to understand financial concerns and informed of Peter Rosasco's willingness to assist with providing information on grant funding.

The Board had no further questions for Greg Galmin.

Mayor Raspe informed for Vice-Mayor Foster attending the Florida Keys Days to obtain possible grant funding. City Clerk Gransee suggested for pricing to be obtained to be able to make a recommendation to the City Commission on how to go forward.

Bud Fernandes agreed with the recommendation to obtain pricing and asked Greg Galmin to provide pricing for Option 'A' to move it forward at the next meeting. Greg Galmin agreed and confirmed for Option 'A' to provide adequate power and further explained the net metering process.

Board Member Ed Carey took his seat at the dais at 9:56 am.

Donald Steamer asked about requirements for the use of the retention pond. Engineer Jason Shepler had technical difficulties joining the meeting via Zoom.

Mayor Raspe informed on the next Utility Board meeting being held after the Commission meeting in February.

City Clerk Gransee asked Ed Carey to abstain from a vote due to having come in late and not having been part of the discussion.

Jason Shepler joined via phone.

Donald Steamer asked on prior questions of the use of the retention pond for solar panels. Jason Shepler informed for the area being a permitted facility through the South Florida Water Management District and having been informed that a recommendation for a pre-application meeting was made and to be happy to coordinate a meeting with the Board if so desired. Jason Shepler informed of additional considerations of tidal influences, shading, and a reduction of direct sunlight in that location.

Chair Fahs asked for a motion to table the matter until Jason Shepler comes back with more information.

Bud Fernandes questioned tabling the matter and asked for Greg Galmin to continue giving pricing for Option 'A' and Jason Shepler continuing his research on possible considerations mentioned.

Greg Galmin asked to go ahead with Option 'A' simultaneously with Jason Shepler to provide a decision by the South Florida Management District.

Vice-Mayor Foster cautioned to receive resident's input on the location of a solar facility.

Bud Fernandes stated for this to be the Commission's responsibility.

City Clerk Gransee suggested for the Board to make a motion, or table the matter, and for a Townhall meeting to be held once the matter is presented to the Commission for consideration.

MOTION: Motion made by Donald Steamer to continue the evaluation and not to make a decision.

City Clerk Gransee asked for clarification on the motion.

Donald Steamer clarified his motion to continue his evaluation to include a price estimate but not make any decisions until more information has been provided.

Bud Fernandes seconded the motion.

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Ed Carey – X. Donald Steamer – Yes. Bud Fernandes – Yes. Bill Fahs – Yes.

- b. Summary of potential projects for FY2024:** Bill Fahs spoke on the agenda item and asked Plant Operator Dave Evans to categorize the project list.

Dave Evans informed of Item 1 being completed, Item 2 in the process of being completed, Item 8 Aerobic Digester Platform in the process of being completed, and for Item 9 being in the process of being completed with the pre filter having been purchased and waiting to be installed waiting for shipment. Dave Evans recommended for the next item to be Item 5 'Replace of repair effluent polishing tank', and the next purchase to be the purchase of cassettes which a timeline of 2-3 years. Dave Evans informed on the existing budget item for the saving of membranes with at least \$300,000. Dave Evans informed on two sets that were purchased in 2017 and 2018. Dave Evans suggested to split the purchase over two years. The Board agreed on a budgeting for the replacement of 4 cassettes in 1-2 years and the additional budgeting of 4 cassettes in 2-3 years.

Bud Fernandes asked for the updating of the Project Spreadsheet and gave an overview of what needs to be changed. Dave Evans informed on the restrictive funding account 253-050 in the amount of \$245,000 for the use of membranes and not having current pricing on the cassettes.

City Clerk Gransee informed on updating the table to bring back at the next meeting and for Dave Evans to bring a quote to be added at the next meeting.

- c. Present and Future Stormwater Projects:** Mayor Raspe informed on the 10th Street Project being on the completion side and for Vice-Mayor Foster to give a report for 11th and 12th Street under the Administrative Report. Commissioner Harding informed on excess funds that have to be used up by the end of the year and suggested for Jason Shepler to compile a list of possible projects. City Clerk Gransee confirmed the amount of remainder grant monies in the amount of \$461,105 to be spent by the end of the year. Commissioner Harding suggested for excess funds to be used for smaller portion on other streets or the retention pond. Bud Fernandes proposed the remainder grant monies to be allocated and for Jason to design a project and go through the RFP process to receive approval before the end of the calendar year.

- 7. City Clerk's Monthly Report:** The Board asked about the outstanding inspections for sewer lateral inspections. Code Officer Goldman informed on the outstanding inspections, the application of fines, and one report received in January. Code Officer Goldman confirmed to follow up on delinquencies and for prior liens having been resolved.

- 8. City Administrator's Sewer and Storm Water Grant update **addendum****

Vice-Mayor Foster gave the grant update and informed on remainder monies, as well as the anticipated completion of the Stormwater Project on 10th Street followed by 9th Street. Vice-Mayor Foster informed on additional Stormwater improvements being needed on 7th Street and talked about insufficient piping, connection issues, and flooding issues. Vice-Mayor Foster further informed on Coury Drive at the end of 12th, 14th, and 15th Circle needing improvements as well. Vice-Mayor Foster informed of being in daily communications with Jason Shepler, contractors, and grant writers, and the possibility of using remainder monies on 7th Street engineering plans

9. Operator's Monthly Report

- a. December 2023:** Plant Operator Dave Evans gave his monthly report. Bud Fernandes asked on the recent replacement of parts, and discussion followed on what materials were used and long-term solutions. Discussion followed on pipe blockage on four houses due to roots and replacement was recommended.
- b. Update on emergency purchase of 2 vacuum pump:** Plant Operator Dave Evans updated on the emergency purchase for the pumps and explained the equipment being a critical item needed to prevent pump failure.
- c. Discussion/Approval of Proposal by 3rd Generation Plumbing for replacement of lateral crossing on 11th Street**

MOTION: Motion made by Bud Fernandes to approve the quote by 3rd Generation in the amount of \$17,450.00. Ed Carey seconded the motion.

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

Dave Evans informed that no schedule of completion was provided.

- d. Discussion/Approval for annual service on UV units by Aquionics in the amount of \$12,424.90:** Plant Operator Dave Evans informed on the annual service of the equipment and for the cost to be included in the current budget.

MOTION: Motion made by Bud Fernandes to approve the service quote. Bill Fahs seconded the motion.

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

10. Treasurer's Report

a. Approval of Wastewater Financial Reports

- i.** Income Statement
- ii.** Balance Sheet
- iii.** Warrant No. 1223-WW in the amount of \$80,399.74

Bud Fernandes gave his monthly financial Wastewater report in his position as Secretary-Treasurer and asked for approval of Warrant 1223 in the amount of \$89,399.74.

MOTION: Motion made by Bud Fernandes to approve the motion. Ed Carey seconded the motion.

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

b. Approval of Stormwater Financial Reports

- i.** Income Statement
- ii.** Balance Sheet

Bud Fernandes gave his monthly financial Stormwater report in his position as Secretary-Treasurer and informed of no monthly warrant.

MOTION: Motion made by Bud Fernandes to approve the Treasurer's Report. Donald Steamer seconded the motion.

DISCUSSION: None.

ON THE MOTION: Rollcall vote. Unanimous approval.

- 11. Any Other Business:** Bud Fernandes noted for the amounts in the Wastewater Warrant 1223 and his Treasurer's Report not to match. Bud Fernandes asked to amend his report to reflect a corrected amount. Chair Fahs asked for a motion to amend the Wastewater report.

MOTION: Motion made by Bud Fernandes. Ed Carey seconded the motion.

DISCUSSION: Bud Fernandes stated to change the Wastewater amount in the Treasurer's report from \$89,399.74 to \$80,399.74.

ON THE MOTION: Rollcall vote. Unanimous approval.

- 12. Adjournment:** The meeting adjourned at 10:55 am.

Respectfully submitted,
Silvia Gransee
City Clerk

ADOPTED: February 20, 2024
City Clerk
Silvia Gransee