

**OKEECHOBEE UTILITY AUTHORITY
MEETING MINUTES**

Monday, June 14, 2021 8:30 A.M.
Okeechobee Utility Authority
100 SW 5th Avenue
Okeechobee, Florida

Chairperson Creasman called the meeting to order at 8:30 A.M.

Chairperson Creasman addressed Agenda Item No. 1, the following Okeechobee Utility Authority Board Members were present:

Board Members:

Melanie Anderson*
Tommy Clay*
John Creasman*
Steve Nelson*
Tabitha Trent*

Alternates:

Harry Moldenhauer

Absent:

Jeff Fadley
Glenn Sneider

*Voting Board Members

OUA Members:

John Hayford
George Gall
Jamie Mullis
Tom Conely
Michelle Willoughby

Chairperson Creasman determined the voting members and led all participating attendees and visitors in the Pledge of Allegiance

Chairperson Creasman addressed Agenda Item No. 2 ‘FY21 Budget Amendment #1 and Resolution 21-01’

Motion by Tommy Clay to open the Public Hearing at 8:32 A.M. Second by Steve Nelson. Vote unanimous (5-0), motion carried.

Finance Director Gall gave a brief presentation of the FY21 Budget Amendment #1 and Resolution 21-01.

Chairperson Creasman called for comments from the Public. There were none.

Chairperson Creasman called for comments from the Board. There were none.

Motion by Steve Nelson to close the Public Hearing at 8:38 A.M. Second by Tommy Clay. Vote unanimous (5-0).

Motion by Steve Nelson to adopt Resolution 21-01 as presented. Second by Tommy Clay. Vote unanimous (5-0), motion carried.

Chairperson Creasman addressed Agenda Item No. 3 ‘FY22 Preliminary Budget and Resolution 21-02’

Motion by Tommy Clay to open the Public Hearing at 8:39 A.M. Second by Steve Nelson. Vote unanimous (5-0), motion carried.

Finance Director Gall gave a brief presentation of the FY22 Preliminary Budget and Resolution 21-02.

Chairperson Creasman called for comments from the Public. There were none.

Chairperson Creasman called for comments from the Board. There were none.

Motion by Steve Nelson to close the Public Hearing at 8:46 A.M. Second by Tommy Clay. Vote unanimous (5-0).

Motion by Steve Nelson to adopt Resolution 21-02 as presented. Second by Tommy Clay. Vote unanimous (5-0), motion carried.

Chairperson Creasman addressed Agenda Item No. 4 ‘Meeting Minutes from May 10, 2021. Motion by Tommy Clay to approve the Meeting Minutes from May 10, 2021 as presented. Second by Steve Nelson. Vote unanimous (5-0), motion carried.

Chairperson Creasman addressed Agenda Item No. 5 ‘Consent Agenda’ Executive Director Hayford requested to add an additional item to the Consent Agenda. Motion by Tommy Clay to add invoice from Sumner Engineering & Consulting, Inc. Second by Tabitha Trent. Vote unanimous (5-0), motion carried. Motion by Tommy Clay to approve the Consent Agenda with addition as follows:

Consent Agenda Item No. 6 ‘Finance Report for the period ending May 31, 2021

Consent Agenda Item No. 7 ‘Invoice from OneWater, Inc. – Lakeview Estates WWTP in the amounts of \$89,104.75’

Consent Agenda Item No. 8 ‘Invoice from Sumner Engineering & Consulting, Inc. – SWSA Wastewater Service Area Project in the amount of \$19,783.98’

Consent Agenda Item No. 9 ‘Pay Application No. 2 from PRP Construction Group, LLC – Oak Lake Estates in the amount of \$209,335.63’

Consent Agenda Item No. 10 ‘Invoices from Eckler Engineering, Inc. – Pine Ridge Park Utility Improvement in the amounts of \$1,886.00 and \$7,712.41’

Consent Agenda Item No. 11 ‘Invoices from Holtz Consulting Engineers, Inc. – Advanced Meter Infrastructure in the amounts \$1,769.20 and \$4,423.00’

Consent Agenda Item No. 12 ‘Invoices from Holtz Consulting Engineers, Inc. – FDOT Water Main Replacement US441SE in the amounts \$2,835.00 and \$1,413.90’

Consent Agenda Item No. 7 ‘Invoice from Raftelis in the amount of \$4,783.07’

Consent Agenda Item No. 8 ‘Invoice from MacVicar in the amount of \$250.00’

Consent Agenda Item No. 9 ‘Invoice from Thorn Run Partners in the amount of \$3,500.00’

Additional Item “Invoice from Sumner Engineering & Consulting, Inc. – SW Wastewater Service Area Project – Design in the amount of \$14,494.00’

Second by Steve Nelson. Vote unanimous (5-0), motion carried.

Chairperson Creasman addressed Agenda Item No. 16 ‘Customer High Water Billing’

Executive Director Hayford advised that Mr. Thomas Graham has requested to speak to the Board

concerning high water billing. Mr. Graham advised that he had some repairs completed and a part failed causing water to leak by. The leak resulted in 345,847 gallons of water to run through the meter. Mr. Graham expressed his concerns regarding “high alarm” warnings for customers in cases

such as these. Mr. Graham would pursue payment for the excess water from the contractor. The OUA Board took no action.

Chairperson Creasman addressed Agenda Item No. 17 ‘Proposed Pension Amendments’ *Chairperson Creasman out at 9:02am.* Executive Director Hayford introduced Pension Board Chairman Mullis to the board. Pension Board Chairman Mullis discussed requests from OUA Pension Plan members to consider lowering minimum age required to meet Normal Retirement. *Chairperson Creasman in at 9:04am.* Two options were presented to the board for consideration. **Motion by Tommy Clay to take no action. Second by Melanie Anderson Vote unanimous (5-0), motion carried.**

Chairperson Creasman addressed Agenda Item No. 19 ‘Pine Ridge Park Vacuum Station’ Executive Director Hayford discussed the Pine Ridge Park wastewater project was changed to accommodate a vacuum sewer collection system which will be easier to install and will be cost effective compared to gravity sewer. The OUA will need to provide a site for a wastewater collection/pump station. In choosing vacuum sewer, a slightly larger site with 3-phase power availability is required. The site with three phase power already existing is a site which was previously used as wastewater treatment plant, now owned by the Gadsden family. The Okeechobee County Property Appraiser has the appraised value of the property at \$5,000. The OUA requested S.F. Holden, Inc. to conduct a restricted land appraisal report on the subject property. Both the Okeechobee County Appraiser and S.F. Holden came to the conclusion that the parcel as is has a value of \$5,000. The OUA has met with the owner’s representative and they have agreed that \$5,000 appraised value is acceptable. Their only stipulation is that a dumpster location be established on the east side of the property. **Motion by Tommy Clay to approve the purchase of the Gadsden property for \$5,000.00 with no dumpster site. Second by Steve Nelson. Vote unanimous (5-0), motion carried.**

Chairperson Creasman addressed Agenda Item No. 18 ‘Pine Ridge Park Vacuum Engineering Site’ Executive Director Hayford discussed the scope of work and fee proposal from Steve Dobbs for the permitting and closure of the site in preparation for design and construction of the proposed vacuum collection/pump station. The design will address demolition of the plant and the dewatering and backfilling of the pond. **Motion by Tommy Clay to approve the scope of work and fee schedule provided by SLD Engineering in the amount of \$9,500.00. Second by Steve Nelson Vote unanimous (5-0), motion carried.**

Chairperson Creasman addressed Agenda Item No. 20 ‘Okeechobee County Economic Development Corporation’ Executive Director Hayford The Okeechobee County Economic Development Corporation (OCEDC) Board has voted for the OUA to join the OCEDC as a partner/member. The OCEDC has asked the OUA Board to appoint a member as a representative to their organization. **Motion by Tommy Clay to appoint Executive Director John Hayford as the**

appointed OUA member to the OCEDC. Second by Steve Nelson. Vote unanimous (5-0), motion carried.

Chairperson Creasman addressed Agenda Item No. 21 ‘Public Comments’ There were none

Chairperson Creasman addressed Agenda Item No. 22 ‘Items from the Attorney’ Attorney Conely reviews Gadsden contract. The attorney advised that the contract if approved should be

approved with the removal of item #15 (Temporary Easement for Dumpster). **Motion by Tommy Clay to approve Gadsden contract as noted by Attorney Conely. Second by Steve Nelson. Vote unanimous (5-0), motion carried.**

Chairperson Creasman addressed Agenda Item No. 22 ‘Items from the Executive Director’ Executive Director Hayford gave an update on current projects.

Chairperson Creasman addressed Agenda Item No. 23 ‘Items from the Board’ Executive Director Hayford proposed returning future Board Meetings to regular board room configuration. **Motion by Tommy Clay to return to regular Board Room Configuration. Second by Tabitha Trent Vote unanimous (5-0), motion carried.**

Chairperson Creasman discussed that a presentation was made to the City Council on June 1, 2021 and another to the Board of County Commissioners (BOCC) on June 10, 2021 regarding the Interlocal Agreement. **Motion by Tommy Clay to appoint John Creasman and Steve Nelson to be OUA representative as needed on the Interlocal Review Committee. Second by Melanie Anderson. Vote unanimous (5-0), motion carried.**

There being no other business, meeting adjourned at 9:47 A.M.

PLEASE TAKE NOTICE AND BE ADVISED that if a person decided to appeal any decision made by the Okeechobee Utility Authority with respect to any matter considered at this meeting, he/she may need to ensure that verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. A CD recording of this meeting is on file in the Executive Director’s office.

Chairperson

Executive Director (Secretary)