

**OKEECHOBEE UTILITY AUTHORITY
MEETING MINUTES**

Thursday, July 21, 2022 8:30 A.M.

Okeechobee Utility Authority

100 SW 5th Avenue

Okeechobee, Florida

Chairperson Creasman called the meeting to order at 8:43 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*

Steven Nelson*

Alternates:

Harry Moldenhauer

Glenn Sneider**

Absent:

Jeff Fadley

Tabitha Trent*

*Voting Board Members

**Voting in Tabitha Trent's Absence

OUA Members:

John Hayford

Jamie Mullis

Tom Conely

Michelle Willoughby

Chairperson Creasman determined the voting members and led all present in the Pledge of Allegiance

Chairperson Creasman addressed Agenda Item No. 2 'Agenda Additions or Deletions'

Chairperson Creasman introduces one addition to the agenda. Kings Bay Water Main Extension as item 2A. **Motion by Steven Nelson to add items 2A. Kings Bay Water Main Extension to the agenda. Second by Tommy Clay. Vote unanimous (4-0), motion carried.**

Chairperson Creasman addressed Agenda Item No. 2A 'Kings Bay Water Main Extension'

Executive Director Hayford discusses that a property owner has approached the OUA to extend a water main from the front entrance of King's Bay to approximately 1500 feet to the east. Executive Director Hayford discusses installing a 12-inch water main and extending the project another 600 feet to pick up additional customers. Executive Director Hayford explains that Holtz Consulting Engineers, Inc. submitted a proposal in the amount of \$34,591.00 to complete the design, permitting, bidding and construction services for this project. Preliminary construction costs for the project are \$125,000.00.

Motion by Tommy Clay to approve proposal from Holtz Consulting Engineers, Inc. in the amount of \$34,590.00. Second by Steven Nelson. Vote unanimous (5-0), motion carried.

Chairperson Creasman addressed Agenda Item No. 3 ‘Meeting Minutes from June 16, 2022. Motion by Steven Nelson to approve the Meeting Minutes from June 16, 2022 as presented. Second by Tommy Clay. Vote unanimous (5-0), motion carried.

Chairperson Creasman addressed Agenda Item No. 4 ‘Consent Agenda’ Motion by Tommy Clay to approve the Consent Agenda as presented:

Consent Agenda Item No. 5 ‘Finance Report for the period ending June 16, 2022

Consent Agenda Item No. 6 ‘Invoice from Sumner Engineering & Consulting, Inc. – SW 5th Avenue LPSS Design and Permitting in the amount of \$11,910.00’

Consent Agenda Item No. 7 ‘Invoice from Sumner Engineering & Consulting, Inc. – Okee-Tantie Utility System Improvements in the amount of \$11398.50’

Consent Agenda Item No. 8 ‘Invoice from Sumner Engineering & Consulting, Inc. – SWSA Project (Part B and C) in the amount of \$12,173.00’

Consent Agenda Item No. 9 ‘Invoice from Sumner Engineering & Consulting, Inc. – SWSA Project (Part E) in the amount of \$38,098.56’

Consent Agenda Item No. 10 ‘Invoice from Go Underground Utilities, LLC- SWSA Master Force Main in the amount of \$405,602.50’

Consent Agenda Item No. 11 ‘Invoice from Eckler Engineering, Inc. – Pine Ridge Park Utility Improvement (Construction Phase) in the amount of \$690.00’

Consent Agenda Item No. 12 ‘Invoice from Eckler Engineering, Inc. – SWTP pH Evaluation in the amount of \$939.00’

Consent Agenda Item No. 13 ‘Invoice from MacVicar in the amount of \$250.00’

Consent Agenda Item No. 14 ‘Invoice from Thorn Run Partners in the amount of \$3,500.00’

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

Chairperson Creasman addressed Agenda Item No. 15 ‘Industrial Park Beautification’ Executive Director Hayford discusses that the Okeechobee County Economic Development Corporation has been working on a beautification project for the entrance to the Industrial Park. Executive Director Hayford explains that landscaping is included in the project and irrigation would be needed. Executive Director Hayford discusses the OUA assisting with the project by providing the labor, equipment and materials to push the irrigation lines under the roadway to the median for the irrigation personnel to install their equipment. Kaylee King, Business Manager of the OCEDC was present to discuss the project. **Motion by Tommy Clay to authorize OUA staff to assist the Okeechobee County Economic Development Corporation in the beautification project. Second by Steven Nelson. Vote unanimous (5-0), motion carried.**

Chairperson Creasman addressed Agenda Item No. 16 ‘State Funding’ Executive Director Hayford discusses the potential projects that were submitted to the state for consideration under the Local Support Grants or FDEP - 2022-23 Wastewater Grant Programs. Executive Director Hayford discussed that the FDEP Portal was still open if there were any suggestions by the board. *Informational purposes only*

Chairperson Creasman addressed Agenda Item No. 17 ‘Pine Ridge Park Utility Improvements’ Executive Director Hayford discusses two change orders that were submitted for the Pine Ridge Park Utility Improvements Project. Executive Director Hayford discusses the difference between them is that one includes the elimination of vacuum sewer installation along NE 28th Avenue, NE 28th Terrace and NE

8th Street and the other keeps this piping in the bid. Executive Director Hayford explains that this area is already served by a gravity sewer piping system located along the rear lot lines behind the residences. This piping system is old and is in poor shape. Access to the piping is restricted by typical backyard impediments, such as fencing, storage sheds, dogs and gardens. The proposed piping will be installed streetside and the backyard piping will be abandoned. This potential project cost reduction is approximately \$ 323,000. Executive Director Hayford discusses that the work items proposed to be removed; septic tank removal, sanitary sewer service lateral, water service connection and wellhead connections will either paid by the resident or other funding sources. The total savings from the proposed change orders is either \$712,125.05 or \$1,045,673.65 lowering the total project cost to \$4,430,874.95 or 4,097,326.35, respectively. Executive Director Hayford discusses that it is the recommendation of staff to keep the vacuum sewer in the project at this time. **Motion by Tommy Clay to approve Change Order No. 1 in the amount of \$712,125.05 for the Pine Ridge Park Utility Improvements project. Second by Steven Nelson, Vote unanimous (4-0), motion carried.**

Chairperson Creasman addressed Agenda Item No. 18 ‘Lake View Estates Fence Quote’ Executive Director Hayford discusses that the Lake View Estates WWTF is nearing completion. OUA staff contacted six fencing companies requesting quotes. The fencing, including gates, would provide perimeter fencing around the new plant as required by FDEP permitting. Executive Director Hayford discussed that staff received a quote for Adron Fence in the amount of \$19,567.00 and Griffin Fence in the amount of \$24,050.00. Executive Director Hayford discusses that a portion (\pm \$10,000) will be paid by the state appropriation for the Lake View project. **Motion by Tommy Clay to approve the estimate from Adron Fence in the amount of \$19,567.00. Second by Steven Nelson, Vote unanimous (5-0), motion carried.**

Chairperson Creasman addressed Agenda Item No. 26 ‘Public Comments’ There were none

Chairperson Creasman addressed Agenda Item No. 27 ‘Items from the Attorney’ There were none

Chairperson Creasman addressed Agenda Item No. 25 ‘Items from the Executive Director’ Executive Director Hayford gave an update on current projects. *Melanie Anderson out at 9:27A.M. Harry Moldenhauer to vote in Melanie Anderson’s absence.*

Chairperson Creasman addressed Agenda Item No. 26 ‘Items from the Board’ Steve Nelson discusses the future of the OUA, staff changes and looking for a new building that will provide space for growth. John Creasman discusses the old surgical center across from Raulerson Hospital. The building is larger than the current administrative offices. Discussions with HCA reveal they are open to selling the property. HCA paid \$900,000.00 for the property. **Motion by Harry Moldenhauer to approve Board Chairperson and OUA staff to enter into discussions with property owner for purchase and bring back to the board. Second by Tommy Clay, Vote unanimous (5-0), motion carried.**

There being no other business, meeting adjourned at 9:46 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)