

**OKEECHOBEE UTILITY AUTHORITY  
MEETING MINUTES**

Tuesday, August 15, 2023 8:30 A.M.

Okeechobee Utility Authority  
100 SW 5<sup>th</sup> Avenue  
Okeechobee, Florida

**Chairperson Clay called the meeting to order at 8:29 A.M.**

**Chairperson Clay determined the voting members and led all participating attendees and visitors in the Pledge of Allegiance.**

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

**Board Members:**

Tommy Clay\*  
John Gilliland\*  
Harry Moldenhauer\*  
Steve Nelson\*

**Alternates:**

Melanie Anderson  
Glenn Sneider\*\*

**Absent:**

Tabitha Trent

\*Voting Board Members

\*\*Voting in Tabitha Trent's absence

**OUA Members:**

|                    |               |
|--------------------|---------------|
| John Hayford       | Tom Conely    |
| Lauriston Hamilton | Kristy Arnold |
| Jamie Mullis       |               |

**Chairperson Clay addressed Agenda Item No. 2 'Agenda Additions or Deletions' There were none.**

**Chairperson Clay addressed Agenda Item No. 3 'Meeting Minutes from July 18, 2023.' Motion by Steve Nelson to approve the Meeting Minutes from July 18, 2023 as presented. Second by Harry Moldenhauer. Vote unanimous (5-0), motion carried.**

**Chairperson Clay addressed Agenda Item No. 4 'Department Supervisor Updates'**

SWTP: Kevin Rogers gave an update on the SWTP. Advised that two employees have passed their exams but one still needs his On-The-Job training time to be fully licensed. Tommy Clay asked Kevin Rogers to bring back an update on the inspection list that Tabitha Trent previously presented to the Board.

Maintenance: Jess Manson gave an update on the Maintenance Department. Advised that the moral is good and the new employees are doing good.

WWTP: Jamie Gamiotea gave an update of the WWTP. Advised that a trainee has passed his exam and two trainees have started.

Jamie Mullis gave an overall update of all departments.

**Chairperson Clay addressed Agenda Item No. 5 ‘Consent Agenda’ Motion by Steve Nelson to approve the Consent Agenda as presented:**

- Consent Agenda Item No. 6 ‘Invoice from Sumner Engineering & Consulting, Inc – SW Wastewater Service Area Project (Part B & C) in the amount of \$2,766.17’**
- Consent Agenda Item No. 7 ‘Invoice from Sumner Engineering & Consulting, Inc – SW Wastewater Service Area Project (Part E) in the amount of \$21,845.98’**
- Consent Agenda Item No. 8 ‘Invoice from Sumner Engineering & Consulting, Inc – Okee-Tantie Utility System Improvements in the amount of \$4,549.94**
- Consent Agenda Item No. 9 ‘Invoice from Hinterland Group, Inc. – SWSA Project 2 in the amount of \$1,064,874.13**
- Consent Agenda Item No. 10 ‘Invoices from Hinterland Group, Inc. – Pine Ridge Park Utility Improvements in the amounts of \$175,633.18 and \$52,984.35’**
- Consent Agenda Item No. 11 ‘Invoice from Florida Design Drilling Corporation – Injection Well Integrity Testing in the amount of \$69,850.00’**
- Consent Agenda Item No. 12 ‘Invoice from McNabb Hydrogeologic Consulting, Inc in the amount of \$11,200.00’**
- Consent Agenda Item No. 13 ‘Invoices from Kimley Horn And Associates, Inc. – Treasure Island Septic to Sewer Project in the amount of \$36,215.50’**
- Consent Agenda Item No. 14 ‘Invoice from Go Underground Utilities, LLC – SWTP Pipe Replacement in the amount of \$16,300’**
- Consent Agenda Item No. 15 ‘Invoice from Thorn Run Partners in the amount of \$3,500.00’**
- Consent Agenda Item No. 16 ‘Invoice from MacVicar in the amount of \$250.00’**

**Second by Glenn Sneider. Vote unanimous (5-0), motion carried.**

**Chairperson Clay addressed Agenda Item No. 17 ‘Finance Report’** Finance Director Hamilton reviews the Finance Report for period ending July 31, 2023. The Board requested a workshop to further discuss the FY24 Budget. After a brief discussion, the Board set a Budget Workshop for August 28, 2023 at 6:00PM. *Glenn Sneider out at 8:54AM.* **Motion by Steve Nelson to approve the Finance Report for period ending July 31, 2023. Second by John Gilliland. Vote unanimous (4-0). Motion carried.**

**Chairperson Clay addressed Agenda Item No. 18 ‘Staffing Compliment’** Finance Director Hamilton presented the current employment openings and advised that the new HR Manager, Jerry Miller has been hired. Tommy Clay advised that he recently had a meeting with Tom Conely, David Hazellief and Dowling Watford to find out how they are hiring for their top positions within the City and County. The County recently used A League of Cities to recruit the current County Administrator. He further advised that the OUA should contact this organization for assistance with recruitment.

This item was for informational purposes only.

**Chairperson Clay addressed Agenda Item No. 19 'OUA Employee Pension Investment Policy - Updated'** Pension Chairperson Mullis advised that Government Ron DeSantis recently signed into law, House Bill 3. Due to this law a change was required in the current OUA Employee Pension Investment Policy. Brad Hess of AndCo Consulting, presented the change to the Board via Zoom. Mr. Hess advised that the law prevents a board of trustees of a local government retirement plan from considering environmental, social and governance factors in their investment decisions. The law amends certain sections of Chapter 112, Florida Statutes, that affect the operation of the Okeechobee Utility Authority Employees' Retirement System. **Motion by Harry Moldenhauer to approve the revised OUA Employee Pension Investment Policy as presented. Second by Steve Nelson. Vote unanimous (4-0), motion carried.**

**Chairperson Clay addressed Agenda Item No. 20 'SWSA Project 1 Master Pump Station Substantial Completion'** Executive Director Hayford gave an update on the SWSA Project 1 Master Pump Station. A Substantial Completion date of July 5, 2023 has been presented. There was a delay in the project due to equipment delivery. This delay did not harm the OUA since the flow to this station is still month away. **Motion by Steve Nelson to approve the Certificate of Substantial Completion with a date of July 5, 2023 and to authorize the Chairman to execute, as presented. Second by John Gilliland. Vote unanimous (4-0), motion carried.**

**Chairperson Clay addressed Agenda Item No. 21 'SWSA Project 1 Master Force Main Substantial Completion'** Executive Director Hayford gave an update on the SWSA Project 1 Master Force Main. A Substantial Completion date of July 20, 2023 has been presented. There was a delay in the project due to the gopher tortoise habitat within the piping alignment. This delay did not harm the OUA since the flow to this station is still month away. **Motion by Steve Nelson to approve the Certificate of Substantial Completion with a date of July 20, 2023 and to authorize the Chairman to execute, as presented. Second by Harry Moldenhauer. Vote unanimous (4-0), motion carried.**

**Chairperson Clay addressed Agenda Item No. 22 'SWSA Project 2 Asbestos Cement Pipe Removal'** Executive Director Hayford advised that there is 4,000 LF of abandoned-in-place asbestos piping along SW 24<sup>th</sup> Avenue. The OUA installed a new water main along SW 24<sup>th</sup> Ave, many years ago and abandoned this asbestos piping. It has been suggested by the current contractor for the SWSA Project 2, Hinterland Group, that by removing this pipe, it will allow for more room to install the vacuum sewer main and make for a safer work environment with the AC pipe removed. Due to the potential involvement for environmental and worker safety concerns, it is being proposed as an emergency repair/removal project and it was not advertised and assigned to a bidder. A preliminary estimate of construction costs has been suggested at nearly \$250,000. After a brief discussion, Tom Conely advised that the Board handle this item with two different motions. One, declare this project an emergency and two, approve the proposal. **Motion by Steve Nelson to declare the removal of the asbestos piping along SW 24<sup>th</sup> Ave an emergency. Second by John Gilliland. Vote unanimous, (4-0), motion carried. Motion by Steve Nelson to approve the proposal from Hinterland Group in the amount of \$255,000 as presented. Second by John Gilliland. Vote unanimous, (4-0), motion carried.**

**Chairperson Clay addressed Agenda Item No. 23 'FDEP Wastewater Grant Portal Applications'** Executive Director Hayford advised Connie Vanassche of CAS Governmental Services has made staff aware of the August 31<sup>st</sup> deadline to apply for FDEP Wastewater Grants. Staff has two projects for

Consideration, SWSA Project with respect to Okee-Tantie Force Main tie-ins of the package treatment plants, mobile home parks, businesses and other miscellaneous points of wastewater connections and SW 5<sup>th</sup> Avenue Wastewater Septic to Sewer Project. After a discussion between Board Members, staff and County Commissioner Hazellief the three projects were added to the list and the five were ranked as follows:

- 1.) SWSA Project -Okee-Tantie Force Main tie ins.
- 2.) SW 5<sup>th</sup> Avenue Wastewater Septic to Sewer Project
- 3.) 441 SE Wastewater Expansion
- 4.) Basswood Water & Wastewater Expansion
- 5.) Whispering Pines Wastewater Expansion

**Motion by Steve Nelson to approve the list and rankings of OUA projects for the FDEP Wastewater Grant Application. Second by John Gilliland. Vote unanimous (4-0), motion carried.**

**Chairperson Clay addressed Agenda Item No. 24 'Public Comments'**

Eddie Trent addressed the Board concerning the SW 5<sup>th</sup> Avenue Wastewater Septic to Sewer Project.

*Melanie Anderson out at 9:55 AM.*

County Commissioner, David Hazellief recommended that the OUA draft a letter to the City Council concerning Mandatory Sewer Connections so it will be read into record at their meeting this evening.

**Chairperson Clay addressed Agenda Item No. 25 'Items from the Attorney'** Tom Conely advised that he has emailed the Executive Director's Evaluation forms to all Board Members and has received one back. He requested that the evaluations be returned quickly so it can be presented at the September 2023 Board Meeting.

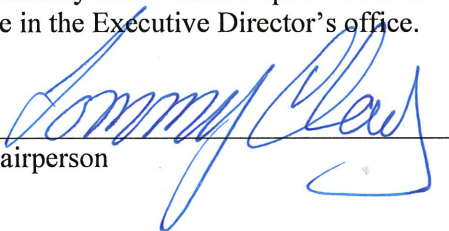
**Chairperson Clay addressed Agenda Item No. 26 'Items from the Executive Director'** Executive Director Hayford gave an update on current projects.

**Chairperson Clay addressed Agenda Item No. 27 'Items from the Board'** There were none.

**There being no other business, meeting adjourned at 10:09 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 video recording of this meeting is on file in the Executive Director's office.

Chairperson



Executive Director (Secretary)

