MINUTES OF THE ECUA CITIZENS' ADVISORY COMMITTEE MEETING HELD WEDNESDAY, SEPTEMBER 18, 2013 AT 2:00 P.M. IN THE ECUA BOARD ROOM AT 9255 STURDEVANT STREET, ELLYSON INDUSTRIAL PARK, PENSACOLA, FL

Members present: Lois Benson, Chairman
Elvin McCorvey, Vice Chairman
Deborah Benn
Vicki Campbell
Tim Common
Louise Ritz
Hurey Smith
Kelley Thompson
Larry Walker

Members present: Chuck Kimball
Dale Perkins

Staff present: Steve Sorrell, Executive Director
Nathalie Bowers, Public Information Officer
Linda Iversen, Executive Assistant to the Board
Randy Rudd, Deputy Executive Director-Shared Services
Patricia Sheldon, Director of Budgets and Cash Management

ITEM A - CALL TO ORDER

Chairman Benson called the regular meeting of the ECUA Citizens' Advisory Committee to order at approximately 2:00 p.m.

ITEM B - INVOCATION AND PLEDGE OF ALLEGIANCE

Chairman Benson provided the invocation and led the Pledge of Allegiance.

ITEM C - ADOPTION OF AGENDA

Mr. Smith added the topic of notification of customers of water issues in their particular area.

A motion was made by Mr. Common, seconded by Ms. Thompson, to adopt the agenda as presented and amended. Motion carried 9-0.

ITEM D - OPEN FORUM

There were no comments from the audience.

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ITEM E - APPROVAL OF MINUTES

Mr. Sorrell informed the Committee of a correction to page 3, item J, to reflect the correct estimated total cost to be $190,387.20 rather than $119,387.20.

The vote on approval of the minutes of the regular meeting of August 21, 2013 as presented and corrected carried 9-0.

ITEM F - AWARD OF BID – TRUCK TIRE RETREAD SERVICES

A motion was made by Ms. Ritz, seconded by Mr. McCorvey, that the Board award a one-year contract, not to exceed $150,000, to Southern Tire Mart of Columbia, MS, as the lowest responsive bidder, with two one-year optional extensions upon mutual agreement of both parties, with no increase in price, to supply services related to the retreading of truck tires for the ECUA fleet. Funding for these services will be provided from the appropriate line item within the Sanitation operating budget. Motion carried 9-0.

ITEM G - AWARD OF BID – GRANULAR ACTIVATED CARBON

A motion was made by Mr. McCorvey, seconded by Ms. Ritz, that the Board award the contract for granular activated carbon to Calgon Carbon Corporation, the only bidder, with funding from the appropriate budget line item. This contract is for a period of one-year with an option for two consecutive one-year renewals at the current rate. Motion carried 9-0.

Discussion was held concerning the importance of obtaining quality carbon and thus the need that the carbon be from the United States. Proper disposal of the spent carbon was also discussed.

ITEM H - AWARD OF BID – LIQUID CHLORINE

A motion was made by Mr. Common, seconded by Mr. McCorvey, that the Board approve the award of bid for 150 lb. cylinders of liquid chlorine to DPC Enterprises of Mobile, Alabama, the only bidder, at $93/cylinder, with funds in the estimated annual contract amount of $57,660 from the appropriate budget line item. Motion carried 9-0.

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ITEM I - BLANKET PURCHASE ORDER FOR THIOGUARD (MAGNESIUM HYDROXIDE)

A motion was made by Mr. McCorvey, seconded by Ms. Thompson, that the Board waive the normal purchasing procedures based on performance trials at Bayou Marcus WRF and the proprietary availability of the product, and approve a one-year supply agreement (September 15, 2013 through September 14, 2014) with Premier Chemicals, LLS, for the sole source purchase of Thioguard at the price of $2.07 a gallon, with funding from the appropriate budget line item. Motion carried 9-0.

ITEM J - WRITE OFF UNCOLLECTIBLE BALANCES

A motion was made by Ms. Campbell, seconded by Ms. Ritz, that the Board authorizes the Executive Director or his designee to write off as uncollectible accounts receivable in the total sum of $703,911, and make appropriate entries in the financial records of ECUA to reflect the write off of said uncollectible accounts.

These accounts are to be written off solely to enable the Executive Director to carry out his duties in accordance with generally accepted accounting principles and ECUA does not waive any rights it may have to collect said accounts. Motion carried 9-0.

Ms. Campbell advised of a new proposed law that says City municipalities can be foreclosed out and suggested that staff keep an eye on this issue. Further, she has already brought this issue to the attention of the ECUA attorney.

Chairman Benson asked that this issue be included in the list of things for the legislative delegation.

Ms. Campbell stated she does not know if this issue is legislative or precedent.

ITEM K - PURCHASE OF PURAFIL ODOR CONTROL FILTER MEDIA

A motion was made by Ms. Ritz, seconded by Ms. Benn, that the Board approve the sole-source purchase of Purafil odor control media from Pump & Process Equipment Incorporated, Pensacola, Florida, the local Purafil sole-source provider, for its use at various ECUA sites, at an estimated total cost of $190,387.20, with funding from the appropriate budget line item. Motion carried 9-0.

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ITEM L - DISCUSSION OF DESIGNATION OF ITEMS TO GO TO COMMITTEE

Mr. Common stated that, with very few exceptions, all items should go through the Committee prior to going to the Board. Discussion was held concerning those times when items must be sent directly to the Board, i.e. time-sensitive real estate contracts. Mr. Sorrell advised that most all items that are not time-sensitive are sent through the Committee, explaining the process utilized by staff. No action was taken.

ITEM M - DISCUSSION OF ECUA TRANSPARENCY

Mr. Rudd provided a brief update on the policy relative to sanitary sewer overflows (SSO), stating that staff will issue a press release on any SSO. Mr. Sorrell advised that stormwater intrusion is the #1 cause of SSOs, power failure being second, and grease/rags being third, depending upon weather conditions. Mr. Sorrell also provided an update on the process of using generators at the lift stations, stating they are evaluated on a constant basis.

Further, relative to providing additional information, such as agenda packages on the website, staff is looking at some technology issues that will permit the placement of more detailed information on the website.

(1) Recycling update – staff

Mr. Rudd provided a brief update on West Florida Recycling (WFR), stating that they are still in business and are still receiving and sorting ECUA's loads. Also, ECUA does not pay WFR to take its recyclables. Further, WRF has submitted an application to FDEP for a stormwater permit and they are currently removing the unrecyclable materials from the waste stream that are stored on-site and are working to meet the October 18 deadline established by FDEP.

Ms. Campbell distributed to the Committee members a paper entitled *America's Wasting Trash-to-Energy Potential, Supporters Say*. Ms. Campbell stated that the article indicates that researchers at the U.S. EPA have concluded that burning waste for energy is better for the environment and produces more power than burying it in a landfill and then attempting to extract energy later.

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ITEM N - INFORMATIONAL REPORTS:

The following reports were presented for information only and did not require action.

(1) Regional Services report – August 2013
(2) Water Production report – August 2013.

ITEM O - UNFINISHED BUSINESS

None.

ITEM P - NEW BUSINESS

(1) Residential customer notification (Smith)

Mr. Smith inquired if ECUA has a policy in place for notifying customers when there has been a disruption to their water service due to line breakage, construction, etc. Mr. Smith informed the Committee of the dirty water situation he encountered at his home due to apparent construction and nothing was provided to him indicating a disruption. Mr. Smith stated he had to run his water continuously for several hours to clear the water. Mr. Smith inquired if ECUA provides any form of adjustment to customers' bills when such happens.

Mr. Sorrell advised that ECUA has a protocol for notification of customers and utilizes every method available to get the information out. Mr. Sorrell requested that Mr. Smith provide him more information after the meeting and he would investigate his situation.

(2) Mr. Sorrell reported that a seminar was conducted this date for professional development hours and that the instructor commented that ECUA has some of the best water in the United States.

ITEM Q - ADJOURNMENT

There being no further business to come before the regular meeting of the ECUA Citizens' Advisory Committee, Chairman Benson declared the meeting adjourned at approximately 3:17 p.m.

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Respectfully submitted,

Stephen E. Sorrell
Executive Director and
Secretary

APPROVED BY THE ECUA CITIZENS' ADVISORY
COMMITTEE IN A MEETING ON _____.

( ) Without corrections/amendments.
( ) With corrections/amendments being: