

**MINUTES OF THE EMERALD COAST UTILITIES AUTHORITY BOARD MEETING
HELD THURSDAY, AUGUST 27, 2015 AT 2:00 P.M. IN THE ECUA BOARD ROOM
AT 9255 STURDEVANT STREET, ELLYSON INDUSTRIAL PARK, PENSACOLA, FL**

Members present: Lois Benson, Chairman
Larry Walker, Vice Chairman
Vicki Campbell
Elvin McCorvey
Dale Perkins

Counsel present: Bradley S. Odom

Staff present: Stephen E. Sorrell, Executive Director
Nathalie Bowers, Public Information Officer
Gabe Brown, Interim Director of Customer Service
Debra Buckley, Director of Finance
Tim Haag, Director of Government Affairs
Linda Iversen, Executive Assistant to the Board
Don Palmer, Director of Water Reclamation
Doug Patterson, Risk Manager
Gerry Piscopo, Director of Maintenance and
Construction
Jim Roberts, Public Information Officer
Patricia Sheldon, Director of Budgets and Cash
Management
Cindy Sutherland, Director of Human Resources and
Administrative Services

ITEM 1 – INVOCATION AND PLEDGE OF ALLEGIANCE

Prior to calling the regular meeting of the Board to order, Chairman Benson provided the invocation and led the Pledge of Allegiance.

ITEM 2 – CALL TO ORDER

Chairman Benson called the regular meeting of the Emerald Coast Utilities Authority Board to order at approximately 2:01 p.m.

ITEM 3 – ADOPTION OF AGENDA

Ms. Campbell added the backflow report to the agenda.

A motion was made by Mr. McCorvey, seconded by Dr. Walker, to adopt the agenda as presented and amended. Motion carried 5-0.

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ITEM 4 - PUBLIC HEARINGS:

- (a) **2:00 p.m. – Proposed establishment of revised water and wastewater rates and charges**

Chairman Benson convened the public hearing at approximately 2:03 p.m. There were no comments from the audience and the hearing was closed.

- (b) **Adoption of Resolution 15-11**

A motion was made by Mr. McCorvey, seconded by Dr. Walker, to adopt Resolution 15-11– A FINAL RATE SETTING RESOLUTION ESTABLISHING REVISED WATER AND WASTEWATER RATES AND CHARGES. Motion carried 5-0.

- (c) **2:00 p.m. – Proposed establishment of revised sanitation service charges**

Chairman Benson convened the public hearing at approximately 2:07 p.m. There were no comments from the audience and the hearing was closed.

- (d) **Adoption of Resolution 15-12**

A motion was made by Mr. McCorvey, seconded by Dr. Walker, to adopt Resolution 15-12 – A FINAL RATE SETTING RESOLUTION ESTABLISHING SANITATION SREVICE CHARGES. Motion carried 5-0.

ITEM 5 - OPEN FORUM

There were no comments from the audience.

ITEM 6 – PRESENTATIONS:

- (a) **Presentation of the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting for 2014**

Chairman Benson presented the Certificate of Achievement for Excellence in Financial Reporting for 2014 to Ms. Debra Buckley, Director of Finance. Ms. Buckley expressed appreciation to her staff for making this award possible.

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(b) **Presentation of National Association of Clean Water Agencies Peak Performance Awards for 2014:**

1. Gold Award – Bayou Marcus Water Reclamation Facility
2. Silver Award – Central Water Reclamation Facility

Chairman Benson presented the Gold Award to the employees from the Bayou Marcus Water Reclamation Facility and the Silver Award to employees from the Central Water Reclamation Facility for their efforts in making these achievements possible.

ITEM 7 - APPROVAL OF MINUTES:

A motion was made by Ms. Campbell, seconded by Mr. McCorvey, to approve the minutes of the regular Board meeting of July 23, 2015 as presented. Motion carried 5-0.

ITEM 8 - REPORT OF THE ECUA CITIZENS' ADVISORY COMMITTEE 08/19/15

A motion was made by Mr. McCorvey, seconded by Mr. Perkins, to approve the following recommendations for Items F through K. Motion carried 5-0.

D-1. **Environmental Programs Presentation**

In Committee only – information only.

F. **Annual Water Well Maintenance and Repair Contract**

Waive the requirements for bidding based on the bidding history over the past 18 years, and award a contract to Layne Christensen Company of Pensacola, Florida, for an additional year at the current contract price, with funds allocated from CIP Project RW901- Well Maintenance and Testing.

G. **Waiver of Bidding – Liquid Polymer**

Waive the bidding process based on prior trials and price quotes, and extend the contract for one year with Polydyne, Inc., Riceboro, GA, at the price of \$0.93 per pound for bulk deliveries and \$0.95 per pound for tote delivery, with funding from the appropriate budget line item.

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H. Purchase of Purafil Odor Control Filter Media

Waive the normal bidding procedures and approve the sole-source purchase of Purafil odor control media from Pump & Process Equipment Incorporated, Pensacola, Florida, for its use at various ECUA sites, with funding from CIP Project CS423 – Odor Control Scrubbers.

I. Bayou Marcus WRF– Carbon Source and Nitrogen Monitoring

Waive the normal bidding process based on safety and operating results in the treatment system, and approve a one-year extension of the agreement with Environmental Operating Solutions to purchase MicroC 2000 at the price of \$2.34 per gallon with funding from the appropriate budget line item.

J. Surcharge Billing for Nitrogen and Carbon Credit

Modify the surcharge rate structure for nitrogen to \$1.72 per pound and increase the credit for carbon to \$0.075.

K. Commercial Insurance Renewals for Fiscal Year 2016

Approve the Option to renew ECUA's commercial insurance policies with the current respective insurers as listed and explained.

ITEM 9 - OPERATIONAL ITEMS:

(a) Adoption of Resolution 15-13

A motion was made by Mr. Perkins, seconded by Mr. McCorvey, to adopt Resolution 15-13 – A PRELIMINARY RATE SETTING RESOLUTION PROVIDING FOR NOTICE AND PUBLIC HEARING CONCERNING THE PROPOSED ESTABLISHMENT OF REVISED WASTEWATER SYSTEM INDUSTRIAL SURCHARGES. Motion carried 5-0.

(b) Property exchange/sale between ECUA and the Santa Rosa Island Authority

A motion was made by Mr. Perkins, seconded by Ms. Campbell, to approve the property exchange/sale between the ECUA and the Santa Rosa Island Authority, and authorize staff's coordination with SRIA in completing an appraisal of the subject parcels, with formal action being brought back to the respective Boards for consideration and approval at a later date. Motion carried 5-0.

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ITEM 10 - INFORMATIONAL REPORTS

None.

ITEM 11 - EXECUTIVE DIRECTOR'S REPORT:

With the exception of Item 11(g), the following reports were presented for information only and did not require action.

- (a) Notification of Emergency Purchase – Elevated platforms for lift station control panel replacement and installation of the replacement panels
- (b) Mr. Sorrell informed the Board of the funeral arrangements for ECUA employee Roosevelt Dial, stating visitation is scheduled for Saturday, August 29, from 10 am to 1 p.m. at Freewill Ministries on Michigan Avenue, with funeral services at 1 p.m. Mr. Sorrell stated he would provide a copy of the notice to each Board member.
- (c) Mr. Sorrell stated that he would be providing a tour of facilities with Mr. Jack Brown, County Administrator, on Wednesday, September 2.
- (d) Also, Mr. Sorrell provided an update on the equipment for the Interim Materials Recovery Facility, stating four proposals have been obtained and equipment selection should be made within a week or so.
- (e) Mr. Sorrell informed the Board of another report that was published on MSN, sponsored by a water purification company, that states tap water is unfit for human consumption. Mr. Sorrell stated he would provide a copy of the article to each Board member.
- (f) Regarding tropical storm Erika, Mr. Sorrell advised that staff is making necessary arrangements at this time just in case the storm comes in our direction.
- (g) Mr. Sorrell provided an overview of the FDOT project to four-lane Nine Mile Road, advising that the portion from Highway 29 to Pine Forest Road would be a design-bid-build project which would allow ECUA to directly bid the relocation of our water and sewer lines. However, the next two sections would be a design-build project which would not allow ECUA to direct bid the relocation. Therefore, he is suggesting that ECUA partner with FDOT so that all of ECUA requirements could be placed in the FDOT bid and allow them to bid the relocations as part of their project. Further, such an arrangement would make

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their contractor responsible for the relocations, but would allow ECUA to have comment on the design relative to the relocation of our water and sewer lines.

A motion was made by Dr. Walker, seconded by Mr. McCorvey, that the Board approve the approach suggested by the Executive Director. Motion carried 5-0.

(h) Mr. Sorrell advised that the Bay Bridge project will be handled the same way by FDOT as the Nine Mile Road project.

ITEM 12 - ATTORNEY'S REPORT

(a) Mr. Odom reported that ECUA prevailed in two recent employee disciplinary actions.

(b) Also, Mr. Odom reported that the buyer of the Hollywood Avenue property has met all the renovation requirements stipulated and is now the home of a trucking company. Thus, he intends to notify the buyer that they have satisfied ECUA's requirements.

ITEM 13 - UNFINISHED BUSINESS

(a) Backflow discussion (Campbell)

Ms. Campbell stated that, based on the draft report from the Haas Center, she will be talking to the legislature about this issue, and will be encouraging customers that she talks with to do the same thing, in an effort to get the rule repealed.

Chairman Benson stated that the report is not complete at this time and the Board will address it once it is finalized.

ITEM 14 - NEW BUSINESS

None.

ITEM 15 - BOARD COMMUNICATIONS

None.

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ITEM 16 - ADJOURNMENT

There being no further business to come before the regular meeting of the Emerald Coast Utilities Authority Board, Chairman Benson declared the meeting adjourned at approximately 2:51 p.m.

Respectfully submitted,

Stephen E. Sorrell
Executive Director and
Secretary

**APPROVED BY THE ECUA BOARD
IN REGULAR SESSION ON _____.**

- Without corrections/amendments.
- With corrections/amendments being: