

**MINUTES OF THE ECUA CITIZENS' ADVISORY COMMITTEE MEETING HELD
WEDNESDAY, AUGUST 19, 2015 AT 2:00 P.M. IN THE ECUA BOARD ROOM AT
9255 STURDEVANT STREET, ELLYSON INDUSTRIAL PARK, PENSACOLA, FL**

Members present: Elvin McCorvey, Chairman
Deborah Benn
Lois Benson
Tim Common (arrived at 2:26 p.m.)
Charles Green
Chuck Kimball
Dale Perkins
Louise Ritz
Hurey Smith
Kelley Thompson

Members absent: Vicki Campbell, Vice Chairman
Larry Walker

Staff present: Steve Sorrell, Executive Director
Nathalie Bowers, Public Information Officer
Debra Buckley, Director of Finance
Tom Dawson, Director of Water Production
Tim Haag, Director of Government Affairs
Amanda Handrahan, Recycling Coordinator
Linda Iversen, Executive Assistant to the Board
Doug Patterson, Risk Manager
Jim Roberts, Public Information Officer
Patricia Sheldon, Director of Budgets and Cash
Management
Cindy Sutherland, Director of Human Resources and
Administrative Services

ITEM A - CALL TO ORDER

Chairman McCorvey called the regular meeting of the ECUA Citizens' Advisory Committee to order at approximately 2:06 p.m.

ITEM B - INVOCATION AND PLEDGE OF ALLEGIANCE

Prior to the convening of the regular meeting of the ECUA Citizens' Advisory Committee, Ms. Benn provided the invocation and led the Pledge of Allegiance.

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ITEM C - ADOPTION OF AGENDA

A motion was made by Mr. Green, seconded by Ms. Benn, to adopt the agenda as presented. Motion carried 9-0.

ITEM D - OPEN FORUM

There were no comments from the audience.

ITEM D-1. - ENVIRONMENTAL PROGRAMS PRESENTATION

Mr. Jim Roberts, ECUA Public Information Officer, provided an overview of the numerous environmental programs that ECUA has, i.e. Fats, Oils and Grease (FOG), Household Hazardous Waste, Recycling program, Composting program, Bulky Waste program.

Mr. Perkins requested that a copy of the presentation be e-mailed to him.

ITEM E - APPROVAL OF MINUTES

A motion was made by Mr. Green, seconded by Ms. Benn, to approve the minutes of the regular meeting of July 15, 2015 as presented. Motion carried 10-0.

ITEM F - ANNUAL WATER WELL MAINTENANCE AND REPAIR CONTRACT

A motion was made by Ms. Ritz, seconded by Mr. Common, that the Board 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. Motion carried 10-0.

ITEM G - WAIVER OF BIDDING - LIQUID POLYMER

A motion was made by Mr. Perkins, seconded by Mr. Kimball, that the Board 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. Motion carried 10-0.

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ITEM H - PURCHASE OF PURAFIL ODOR CONTROL FILTER MEDIA

A motion was made by Mr. Kimball, seconded by Ms. Benn, that the Board 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. Motion carried 10-0.

ITEM I - BAYOU MARCUS WRF – CARBON SOURCE AND NITROGEN MONITORING

A motion was made by Ms. Benn, seconded by Mr. Green, that the Board 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. Motion carried 10-0.

ITEM J - SURCHARGE BILLING FOR NITROGEN AND CARBON CREDIT

A motion was made by Mr. Common, seconded by Mr. Perkins, that the Board modify the surcharge rate structure for nitrogen to \$1.72 per pound and increase the credit for carbon to \$0.075. Motion carried 10-0.

ITEM K - COMMERCIAL INSURANCE RENEWALS FOR FISCAL YEAR 2016

A motion was made by Ms. Thompson, seconded by Ms. Benn, that the Board approve the Option to renew ECUA's commercial insurance policies with the current respective insurers as listed and explained. Motion carried 10-0.

ITEM L - INFORMATIONAL REPORTS:

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

- (1) Residential cross-connection control program status report
- (2) NACWA Peak Performance Awards
- (3) Fiscal year 2016 investment report dated June 30, 2015
- (4) Financial reports for the period ended June 30, 2015
- (5) Regional Services monthly report – July 2015
- (6) Water Production monthly report – July 2015
- (7) Water Reclamation monthly report – June 2015

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ITEM M - UNFINISHED BUSINESS

None.

ITEM N - NEW BUSINESS

(1) Mr. Sorrell provided an overview on what is occurring relative to the construction of an interim MRF for recyclables, stating equipment proposals have been received and selection should be made next week.

(2) In response to an inquiry from Ms. Ritz regarding accepting recyclables from other sources, Mr. Sorrell explained that ECUA will be accepting materials from others for composting; however, not at this time for recyclables.

ITEM O - ADJOURNMENT

There being no further business to come before the regular meeting of the ECUA Citizens' Advisory Committee, Chairman McCorvey declared the meeting adjourned at approximately 2:56 p.m.

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: