

**MINUTES OF THE ECUA CITIZENS' ADVISORY COMMITTEE MEETING HELD
WEDNESDAY, JUNE 17, 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
Vicki Campbell, Vice Chairman
Deborah Benn
Lois Benson
Charles Green
Chuck Kimball
Dale Perkins
Louise Ritz
Hurey Smith
Kelley Thompson
Larry Walker

Members absent: Tim Common

Staff present: Steve Sorrell, Executive Director
Gabriel Brown, Acting Director of Customer Service
Nathalie Bowers, Public Information Officer
Debra Buckley, Director of Finance
John Daane, Director of Information Technology
Ernest Dawson, Director of Regional Services
Tim Haag, Director of Government Affairs
Amanda Handrahan, Recycling Coordinator
Linda Iversen, Executive Assistant to the Board
Bill Johnson, Director of Engineering
Ned McMath, Deputy Executive Director-Utility
Operations
Don Palmer, Director of Water Reclamation
Gerry Piscopo, Director of Maintenance and
Construction
Brian Reid, Project Engineer
Randy Rudd, Deputy Executive Director-Shared
Services
Jim Roberts, Public Information Officer
Kimberly Scruggs, Human Resources Generalist
Patricia Sheldon, Director of Budgets and Cash
Management

ITEM A - CALL TO ORDER

Chairman McCorvey called the regular meeting of the ECUA
Citizens' Advisory Committee to order at approximately 1:57 p.m.

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ITEM B - INVOCATION AND PLEDGE OF ALLEGIANCE

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

ITEM C - ADOPTION OF AGENDA

Mr. Perkins added under New Business the topic of "bill payments methods".

Ms. Campbell added under Unfinished Business "backflow preventer certification".

Ms. Ritz added under Unfinished Business "follow-up to suggestions made at a previous meeting concerning notification of Beach residents regarding a proposal to have the Pensacola Beach plant removed from the beach".

A motion was made by Mr. Perkins, seconded by Mr. Kimball, to adopt the agenda as presented and amended. Motion carried 11-0.

ITEM D - OPEN FORUM

There were no comments from the audience.

ITEM E - APPROVAL OF MINUTES

A motion was made by Dr. Walker, seconded by Mr. Kimball, to approve the minutes of the regular meeting of April 15, 2015 as presented. Motion carried 11-0.

ITEM F - EXTENSION OF CHEMICAL CONTRACT – ALUMINUM SULFATE

A motion was made by Mr. Kimball, seconded by Mr. Green, that the Board extend the contract for aluminum sulfate to Southern Ionics, Inc., in the amount of \$213.65 per dry ton, for the first of the two one-year options to extend, with pricing as agreed to by the supplier and with the approval of the ECUA Board, and authorize payment from the appropriate line item from the operating budget. Motion carried 11-0.

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ITEM G - EXTENSION OF CHEMICAL CONTRACT – SODIUM HYPOCHLORITE

A motion was made by Ms. Ritz, seconded by Ms. Benn, that the Board extend the contract for sodium hypochlorite to Allied Universal Corporation, in the amount of \$0.734 per gallon, for the first of the two one-year options to extend, with pricing as agreed to by the supplier and with the approval of the ECUA Board, and authorize payment from the appropriate line item from the operating budget. Motion carried 11-0.

ITEM H - FISCAL YEAR 2016 BUDGET

Mr. Sorrell provided an overview of the Water and Wastewater budgets, indicating the budget does contain an increase in rates for water and wastewater of 2.26%.

Ms. Benson stated that she would like to see something in the budget to measure against what has been accomplished, and she would like to see this in the budget next year.

Also, Ms. Benson inquired if there are any demographics available to forecast growth in the County. Mr. Sorrell responded that the only thing available is what is received from the County. Ms. Benson suggested staff look into the availability of such a document.

Further, Ms. Benson stated that preference for local contractors should not be included in the CIP plan.

Ms. Campbell stated that she would like to keep an eye on the expenditures of the \$207,000 for public information, and stated she does not want to see us do away with programs such as the Household Hazardous Waste program.

Mr. Sorrell provided an overview of the Sanitation budget, indicating an increase in rates for sanitation service of 9.5% with the elimination of the Household Hazardous Waste program (HHW). If the HHW program is continued, then a rate increase of 11.5% would be needed.

Ms. Thompson inquired about the costs associated with the HHW program and Mr. Sorrell indicated he would obtain the costs associated with the pickup of the HHW.

A motion was made by Ms. Benson, seconded by Ms. Thompson, to accept all the budgets. Motion carried 11-0.

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ITEM I - INFORMATIONAL REPORTS:

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

- (1) Financial Report for the period ended March 31, 2015
- (2) Regional Services monthly report – April 2015
- (3) Regional Services monthly report – May 2015
- (4) Water Production monthly report – April 2015
- (5) Water Production monthly report – May 2015
- (6) Water Reclamation monthly report – March 2015
- (7) Water Reclamation monthly report – April 2015
- (8) Water Reclamation monthly report – May 2015

ITEM J - UNFINISHED BUSINESS

- (a) **Backflow Preventers (Campbell)**

Ms. Campbell inquired about the requirement for notarization of an affidavit by residents that have wells that are not connected to the public water system and why ECUA would not accept a letter from a licensed plumber in lieu of a notarized letter.

Mr. Sorrell stated that he has discussed this with the ECUA attorney and he is finalizing the forms today.

- (b) **Pensacola Beach plant relocation (Ritz)**

Ms. Ritz inquired if action had been taken regarding the suggestions made at a prior meeting to inform the beach residents of the costs associated with the push to have the wastewater treatment plant moved off the beach.

Mr. Sorrell stated that the notification will be going out per the suggestions and the residents will be notified of the associated costs to remove the plant from the beach.

ITEM K - NEW BUSINESS

- (a) **Bill Payment Methods (Perkins)**

Mr. Perkins indicated that he has been asked why ECUA does not have a program to allow automatic deduct for payment of the customers' bills.

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Mr. Gabe Brown, Acting Customer Service Director, addressed the Committee outlining what is available, stating automatic draft is not available.

Mr. Sorrell stated that he would get with staff to evaluate payment methods.

(b) Mr. Sorrell provided a summary of what has been done with succession planning and the benefits thereof.

(c) Committee members expressed appreciation to the staff for their overall efforts regarding the organization and Chairman McCorvey expressed his appreciation to the Committee for their contributions to the overall success of the organization.

ITEM L - 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 3:16 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:**