

**MINUTES OF THE EMERALD COAST UTILITIES AUTHORITY BOARD MEETING  
HELD THURSDAY, JULY 28, 2016 AT 2:00 P.M. IN THE ECUA BOARD ROOM AT  
9255 STURDEVANT STREET, ELLYSON INDUSTRIAL PARK, PENSACOLA, FL**

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

**Counsel present:** Bradley S. Odom

**Staff present:** Stephen E. Sorrell, Executive Director  
Nathalie Bowers, Public Information Officer  
Tim Haag, Director of Government Affairs  
Mike Hamlin, Manager of Utility Development  
Stacey Hayden, Senior Project Engineer  
Linda Iversen, Executive Assistant to the Board  
Bill Johnson, Director of Engineering  
Brandon Knight, Senior Project Engineer  
Jim Roberts, Public Information Officer  
John Seymour, Manager of Engineering Projects  
Patricia Sheldon, Director of Finance  
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, Ms. Campbell 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**

Dr. Walker added "Report" to the agenda.

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

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**ITEM 4 - PUBLIC HEARINGS**

None.

**ITEM 5 - OPEN FORUM**

Mr. Jim Taylor, 551 Carmody Hill Road, Cantonment, FL 32533, addressed the Board stating he would like to see the Board get the rates lower rather than continuing to increase them. Also, Mr. Taylor suggested that the Board consider a better meeting time that would be more conducive to those individuals that are working and would have to take time off from their jobs, as he did, to attend the Board meetings.

**ITEM 6 - PRESENTATIONS**

(a) **Special Recognition Award to Ms. Kelley Thompson**

Ms. Thompson was not available to receive her award. Chairman Benson acknowledged Ms. Thompson's service to ECUA as a member of the ECUA's Citizens' Advisory Committee, indicating that the award would be delivered to Ms. Thompson.

**ITEM 7 - APPROVAL OF MINUTES:**

A motion was made by Mr. McCorvey, seconded by Dr. Walker, to approve the minutes of the regular Board meeting of June 23, 2016 as presented. Motion carried 5-0.

**ITEM 8 - REPORT OF THE ECUA CITIZENS' ADVISORY COMMITTEE 07/20/16**

A motion was made by Ms. Campbell, seconded by Mr. McCorvey, to approve the following recommendations for items F. through L. Motion carried 5-0.

F. **Award of bid – Bagged Hydrated Lime**

Award a contract to Cheney Lime and Cement Co., Jacksonville, FL, the low bidder, for the purchase of bagged hydrated lime at an estimated annual cost of \$402,611.00, for a one-year contract with two optional one-year contract extensions, and authorize payment from the appropriate budget line item.

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**G. Annual water well maintenance and repair contract**

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

**H. Award of contract – sodium hypochlorite (bleach)**

Award the contract for sodium hypochlorite to the low bidder, DPC Enterprises, in the amount of \$0.58 per gallon for one year, with two one-year options to extend, with the agreement of the supplier and the ECUA Board, and authorize payment from the appropriate line items from the operating budgets of the different wastewater plants.

**I. Purchase of Purafil odor control filter media**

Waive the normal bidding process and approve the sole-source purchase of Purafil odor control media due to the proprietary nature of this material, from Pump & Process Equipment Incorporated, Pensacola, Florida, for its use at various ECUA sites with funding from the appropriate budget line item for scrubber media in the fiscal year 2016 Operating budget.

**J. Sole source purchase - Taskmaster® grinder**

Waive the bid requirement due to the nature of this equipment and the specific hydraulic conditions required for the installation of the grinder at the Government Street Regional Pump Station, and approve the issuance of a sole source purchase order to Franklin Miller, Inc., in the total amount of \$155,500, for the purchase of one replacement grinder and electric control system, with funding from the appropriate budget line item.

**K. AMR parts purchase**

Approve the purchase of 6,000 replacement MIUs and batteries from Neptune at a cost of \$85 per unit with exchange of the failed unit, along with contracting for the installation of the MIUs at a total cost of \$635,000, with funding from operating contingency.

**L. Automated payment options**

Approve exercising the option of a one-year extension, through July 31, 2017, to the current contract with Kubra, EZPay to provide automated payment solutions.

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**ITEM 9 - OPERATIONAL ITEMS:**

(a) **Annual emergency services contract extension**

A motion was made by Dr. Walker, seconded by Mr. McCorvey, to authorize the Executive Director to renew the Annual Emergency Services Contract with Pensacola Concrete Construction, Inc., Pensacola, Florida, for one year, with funding provided by the appropriate budget line item. Motion carried 5-0.

(b) **Award of bid – Nine Mile Road utility relocation – Pine Forest Road to Highway 29**

A motion was made by Mr. McCorvey, seconded by Mr. Perkins, to award the contract for the Nine Mile Road Utility Relocation - Pine Forest Road to Hwy. 29 project to Gulf Coast Utility Contractors, the low bidder in the amount of \$4,168,278 with funding from CIP Project CR526A plus a transfer of a total of \$2,275,500 from other sources including \$1,800,000 recommended allocation in the fiscal year 2017 CIP budget. The additional funding of \$2,275,500 will be funded from the following sources:

Project Number	Project Description	Amount of transfer to CR526A
CR405	General Utility Relocates	\$ 650,000
CR526B	Nine ML/I-10 to PN Forest	\$ 200,000
CR526C	Nine ML/Beulah to I-10	\$ 200,000
CZ999	Project Contingency Funds	\$1,225,500

Mr. Odom advised of a correction to the content of the item, stating that the correct date that the project was advertised for bid was June 9, with bids being opened on July 19, thus it did meet the legal requirements for the requisite notice.

Chairman Benson stated that she was advised by the Attorney of a minor issue with the lowest bidder in that the bid bond was improperly executed. Further, it is a fairly easy fix and they have been notified and suggested that it might be appropriate, if award is made to them, for ECUA to grant them a certain period, perhaps five days, to correct it.

A substitute motion was made by Ms. Campbell, seconded by Dr. Walker, that the motion be modified because the bid bond was improperly executed and that ECUA grant an additional period of five days to make the

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correction. If this is not completed, award the contract to the next lowest bidder.

The vote on the substitute motion carried 5-0. The vote on the substitute motion as the main motion carried 5-0.

(c) Award of bid – Highway 29 six-laning utility relocation

A motion was made by Ms. Campbell, seconded by Mr. McCorvey, to award the contract for the Highway 29 Six-laning Utility Relocation project to B & W Utilities, Inc., the low bidder, for the base bid in the amount of \$547,639.96, with funding from CIP Project CR016 and a transfer of \$50,000.00 from CIP Project CR405 to cover the bid amount plus an approximate 5% contingency. Motion carried 5-0.

(d) Interlocal cost-sharing agreement - Beach Haven Northeast drainage and sanitary sewer project, Phase 1

A motion was made by Mr. Perkins, seconded by Mr. McCorvey, to approve the interlocal cost-sharing agreement.

An amendment to the motion was made by Dr. Walker, seconded by Mr. McCorvey, that the County remunerates ECUA for its share of the cost as proposed by County Commission Chairman, Grover Robinson, and that ECUA request the remuneration from the County when funds are available.

The vote on the amendment carried 5-0. The vote on the motion as amended carried 5-0.

(e) Fiscal year 2017 budget

A motion was made by Mr. McCorvey, seconded by Dr. Walker, to go with the 3% rate increase as reflected in Column 3 of the document that was handed out. Motion carried 5-0.

Ms. Campbell suggested that staff redistribute the CIP listing for the next Committee meeting.

Chairman Benson stated that it is time to explore some funding mechanisms, perhaps such as a capital assessment, for the ECUA infrastructure – some different scenarios.

A motion was made by Ms. Campbell, seconded by Mr. Perkins, for a 0% rate increase for sanitation. Motion carried 5-0.

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**ITEM 10 - INFORMATIONAL REPORTS**

None.

**ITEM 11 - EXECUTIVE DIRECTOR'S REPORT:**

Mr. Sorrell provided updates on the following projects/activities:

- (a) Mulch
- (b) Composting
- (c) Interim materials recycling facility
- (d) Innerarity Island system

Mr. Sorrell also reported that the management staff went through drug and alcohol training this past week.

**ITEM 12 - ATTORNEY'S REPORT**

The attorney did not have anything to report.

**ITEM 13 - UNFINISHED BUSINESS**

- (a) Appointment of ECUA Citizens' Advisory Committee member to fill at-large vacancy

Mr. Mike Steltenkamp was unanimously appointed, via selection by signature on the distributed résumés, to fill the at-large vacancy on the Citizens' Advisory Committee.

**ITEM 14 - NEW BUSINESS**

- (a) Report (Walker)

Dr. Walker reported that sometime back some complaints were filed against him with the State Attorney's office, the First Judicial Circuit, regarding campaign conduct. There were six particular complaints that the Assistant State Attorney recognized and he is happy to report that his conclusion, after investigating them is "based upon these findings I believe these allegations are unfounded". Dr. Walker stated he wanted the Board to be advised.

**ITEM 15 - BOARD COMMUNICATIONS**

Ms. Campbell expressed her appreciation to Ms. Patty Sheldon for the good job she did regarding the budget process.

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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 2:58 p.m.

Respectfully submitted,



Stephen E. Sorrell  
Executive Director and  
Secretary

APPROVED BY THE ECUA BOARD  
IN REGULAR SESSION ON 08/25/16.

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