MINUTES OF THE EMERALD COAST UTILITIES AUTHORITY BOARD MEETING HELD THURSDAY, SEPTEMBER 29, 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 Linda Iversen, Executive Assistant to the Board Bill Johnson, Director of Engineering Jim Roberts, Public Information Officer Randy Rudd, Deputy Executive Director-Shared Services Patricia Sheldon, Director of Finance

ITEM 1 – INVOCATION AND PLEDGE OF ALLEGIANCE

Prior to calling the regular meeting of the Board to order, Dr. Walker 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

Mr. Sorrell advised that a revised item 9(b) was before the Board and added item 14(a) – Budget amendment – Materials Recovery Facility, to the agenda.

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

Board meeting 09/29/16

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 2:02 p.m. There were no comments from the audience and the hearing was closed.

(b) Adoption of Resolution 16-10

A motion was made by Dr. Walker, seconded by Mr. Perkins, to adopt Resolution 16-10 – A FINAL RATE SETTING RESOLUTION ESTABLISHING REVISED WATER AND WASTEWATER RATES AND CHARGES. Motion carried 5-0.

ITEM 5 - OPEN FORUM

There were no comments from the audience.

ITEM 6 - PRESENTATIONS:

(a) Solid Waste Association of North America (SWANA) 2016 awards presented to ECUA

Mr. Sorrell presented the following awards to the Board.

(1) Professional Achievement Award
(2) Gold Excellence Award – Composting System

ITEM 7 - APPROVAL OF MINUTES:

A motion was made by Mr. McCorvey, seconded by Mr. Perkins, to approve the minutes of the regular Board meeting of August 25, 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 N. as presented. Motion carried 5-0.

F. Write Off Uncollectible Balances

Authorize the Executive Director or his designee to write off as uncollectible accounts receivable in the total sum of $626,944, 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.

G. Award of Bid – Truck Tire Retread Services

Approve a one-year contract extension not to exceed $250,000 with Dave Howell Truck & Giant Tire of Pensacola, FL, the low bidder for retreading services. This is the second of 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.

H. Purchase of new tires for the ECUA fleet

Authorize staff to purchase new tires from the list of State-approved local vendors at the current State Contract price, through September 30, 2017, with estimated annual funding of $350,000 coming from the appropriate line item of the Sanitation Operating Budget.

I. Award of bid – Sweeney well GAC filter vessels

Waive the formal bidding process and award a contract to Calgon Carbon Corporation, the firm with the lowest proposal, for the supply of four vessels in the amount of $274,990.00, with funds in the amount of $280,000.00 through a transfer from CIP Project RW034 from CIP Project RW628 - WTF Replace "F" and Scott.

J. Award of bid – Warrington fuel system replacement

(a) Award a contract to Birkshire Johnstone, LLC, Pensacola, Florida, the low bidder, in the total amount of $459,466.00, for the Warrington Fuel System Replacement; and (b) transfer funds in the amount of $480,000.00 from CWRF Transmission Main Interruption Response Plan - CIP Project CS415 to Warrington Site Plan Improvements - CIP Project CS415D.

K. Bayou Marcus WRF – supplemental carbon

Waive formal bidding, based on results from field trials, and approve purchasing Vita Micro CS Custom 75 from Momar, Inc., Atlanta, GA, at a price of $2.12 per gallon for a one-year period, with three one-year options to extend, with funding from the appropriate budget line item.

L. Budget amendment – Biosolids Composting/Canopy

(a) Approve the transfer funds in the amount of $1,500,000.00 from Project Contingencies (CZ999) to CWRF Biosolids Composting - CIP Project CS425; (b) confirm award of contract for the reassembly of the canopy structure to Signature Structures, LLC; (c) authorize the Executive Director to negotiate a change order with Utility Service Company, Inc., under the current contract for the additional site work, construction of foundations, and required utility extensions; and (d) authorize the amendment of the current contract with Baskerville Donovan, Inc., for the professional services as needed.

M. Sale of heat dried sludge product

Award a purchase contract to Ryles Grassing, LLC, the highest and only bidder, and authorize the Executive Director to negotiate and execute a one-year contract for the sale of the heat dried sludge product produced at the Central Water Reclamation Facility at a price of $15.25 per dry ton, with the option to extend the contract for up to two consecutive one-year terms, with no change in price, upon mutual written agreement.

N. Waiver of bidding for liquid polymer

Waive the bidding process based on the prior trials and price quotes, and extend a contract for one year to 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.

ITEM 9 - OPERATIONAL ITEMS:

(a) Adoption of Resolution 16-11

A motion was made by Mr. Perkins, seconded by Mr. McCorvey, to adopt Resolution 16-11- A PRELIMINARY RATE SETTING RESOLUTION PROVIDING FOR NOTICE AND PUBLIC HEARING CONCERNING THE PROPOSED ESTABLISHMENT OF NEW CHARGES FOR FINELY SCREENED FINISHED COMPOST PRODUCT. Motion carried 5-0.

(b) Interlocal Agreement with Okaloosa County

A motion was made by Mr. Perkins, seconded by Dr. Walker, to approve the Interlocal Agreement between the ECUA and Okaloosa County to allow the ECUA, acting in conjunction with the MRF operator, to provide processing and marketing services for single stream recyclables from Okaloosa County, FL, and authorize the Executive Director to sign the agreement. Motion carried 5-0.

Ms. Campbell suggested the utilization of Mr. Jim Roberts by Okaloosa County for providing an educational program for the residents of Okaloosa County that recycle on what should be recycled. Mr. Perkins suggested that the ECUA media sources also be used.

(c) Interlocal Agreement with the City of Fort Walton Beach, FL

A motion was made by Ms. Campbell, seconded by Mr. McCorvey, to approve the Interlocal Agreement between the ECUA and the City of Ft. Walton Beach, FL, to allow the ECUA, acting in conjunction with the MRF operator, to provide processing and marketing services for single stream recyclables from Fort Walton Beach, FL, and authorize the Executive Director to sign the agreement. Motion carried 5-0.

(d) Government Street force main installation

A motion was made by Mr. Perkins, seconded by Mr. McCorvey, to (a) authorize the Executive Director to negotiate and execute a change order with Utility Service Co., Gulf Breeze, Florida, under the Zarragossa Lift Station (No. 295) Upgrade project – CIP CS142D, for the 16-inch diameter force main to be constructed on Government Street between Clubbs Street and the Government Street Regional Lift Station; and (b) transfer funds in the amount of $375,000 from CWRF Transmission Main Interruption Response Plan - CIP Project CS415 to Zarragossa Lift Station (No. 295) Upgrade - CIP Project CS142D. Motion carried 5-0.

Chairman Benson requested that the web site be utilized to provide updates on this project, as well as road closures, to our customers.

ITEM 10 - INFORMATIONAL REPORTS

None.

Board meeting 09/29/16

ITEM 11 - EXECUTIVE DIRECTOR'S REPORT:

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

(1) Interim Materials Recycling Facility
(2) Ransom-ware virus
(3) WEF Conference
(4) EWG's latest non-scientific, scare activities regarding Chromium-6
(5) Recent awards from the National Waste and Recycling Association

ITEM 12 - ATTORNEY'S REPORT

Mr. Odom reported on discussions with Waste Management regarding the process to be utilized by Okaloosa County until their contract with ECUA for recyclables takes effect April 1, 2017.

Mr. Odom also provided updates on the hearing regarding the Airport well property and indicated he would provide additional updates once the settlement conference is conducted next week.

Further, Mr. Odom stated that regarding the litigation with North Hill residents concerning their claim that ECUA violated an agreement with the City of Pensacola, a hearing was held and the case was dismissed.

Mr. Odom also advised of the status of the eminent domain cases relative to Rolling Hills and Logan Place.

ITEM 13 - UNFINISHED BUSINESS

None.

ITEM 14 - NEW BUSINESS

(a) Budget amendment – Materials Recovery Facility

A motion was made by Ms. Campbell, seconded by Dr. Walker, to approve the interfund loan in the amount of $50,000 from the Water/Wastewater System to the Materials Recovery Facility for expenses related to the fire protection system at the MRF, bringing the total loan amount to $10,677,000. Motion carried 5-0.

Board meeting 09/29/16

ITEM 15 - BOARD COMMUNICATIONS

(a) Ms. Campbell reported on a conference she attended this week concerning providing good customer service, stating she has passed the conference information on to Mr. Sorrell.

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 3:09 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: