

**MINUTES OF THE EMERALD COAST UTILITIES AUTHORITY BOARD MEETING
HELD THURSDAY, NOVEMBER 19, 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
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
John Daane, Director of Information Technology
Tim Haag, Director of Government Affairs
Linda Iversen, Executive Assistant to the Board
Bill Johnson, Director of Engineering
Jim Roberts, Public Information Officer

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 2:06 p.m.

ITEM 3 – ADOPTION OF AGENDA

Ms. Campbell added “lawn debris” to the agenda.

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

ITEM 4 - PUBLIC HEARINGS

None.

ITEM 5 - OPEN FORUM

Mr. Kevin Westin and Mr. Sam Bhati addressed the Board concerning the billing for the Hospitality Inn located at 4910 Mobile Highway.

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Mr. Westin explained that Mr. Bhati recently leased the Inn and was being required by ECUA to pay \$29,000 for the services provided to the location prior to being leased by Mr. Bhati. Further, they have been attempting to pay the \$29,000 and asked for ECUA to assist in this effort by allowing payments, which they have been doing. However, they are continuing to get disconnect notices and water shut-off because of the unpaid balance and charged additional fees in large amounts.

Mr. Westin also reported that two days ago the meter was replaced and he feels the old meter has not been operating properly in that the dial was continuously rapidly spinning. The new meter is rotating at a normal pace.

Mr. Perkins asked that ECUA work out a payment plan that will allow the account to become current.

Chairman Benson stated that this is something staff needs to evaluate and referred the issue to Mr. Sorrell.

Staff was requested to advise the Board if the one-time leak adjustment policy applies to commercial accounts.

ITEM 6 - PRESENTATIONS

None.

ITEM 7 - APPROVAL OF MINUTES:

A motion was made by Dr. Walker, seconded by Mr. McCorvey, to approve the minutes of the regular Board meeting of October 29, 2015 as presented. Motion carried 5-0.

ITEM 8 - OPERATIONAL ITEMS:

(a) **Adoption of Resolution 15-20**

A motion was made by Dr. Walker, seconded by Mr. Perkins, to adopt Resolution 15-20 - A PRELIMINARY RATE SETTING RESOLUTION PROVIDING FOR NOTICE AND PUBLIC HEARING CONCERNING THE PROPOSED ESTABLISHMENT OF NEW CHARGES FOR THE RECEIPT AND PROCESSING OF VEGETATIVE DEBRIS. Motion carried 5-0.

(b) **Annual renewal-Maintenance Agreement SunGard Public Sector Software**

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A motion was made by Mr. Perkins, seconded by Dr. Walker, to waive the competitive bidding process and authorize the Executive Director to renew the annual maintenance contract with SunGard Public Sector, Inc., at a cost of \$107,492.96, with funds allocated from the appropriate budget line item. Motion carried 5-0.

(c) Sole source purchase notification – step screen components – Central Water Reclamation Facility

A motion was made by Mr. Perkins, seconded by Ms. Campbell, to waive the bid requirement for the purchase of the replacement step screen components due to the proprietary nature of the equipment, and approve the issuance of a sole source purchase order to Huber Technologies, Inc., in the total amount of \$138,757.10, with funding available from the CWRP Plant Maintenance operating budget. Motion carried 5-0,

(d) Scenic Highway and Langley Avenue lift station #64 – Change Order No. 1

A motion was made by Ms. Campbell, seconded by Dr. Walker, to (1) Approve Change Order No. 1 in the amount of \$113,040.60 for CIP Project RS419, which consists of additional work items related to the Scenic Highway and Langley lift station #64 project; and (2) transfer funds in the amount of \$30,000 from CIP Project RS121 - Lift Station Replacement and Upgrades to CIP Project RS419. Motion carried 5-0.

(e) Authorization to close on purchase of real property – 1750 North Palafox Street

A motion was made by Mr. McCorvey, seconded by Dr. Walker, to authorize the Executive Director to execute any and all documents necessary to close on and effectuate the purchase of the real property located at 1750 North Palafox Street for \$637,500 in accordance with the Purchase and Sale Agreement previously entered into between ECUA and the property owner. Motion carried 5-0.

ITEM 9 - INFORMATIONAL REPORTS

None.

ITEM 10 - EXECUTIVE DIRECTOR'S REPORT:

Mr. Sorrell reported on the status of the materials recycling facility, stating that the interlocal agreement with the County has been executed and this

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will open the door for construction of the facility, which will be located at the Perdido Landfill. Further, the equipment is under construction and should be delivered around the second week in January and the structure for the equipment should be completed around the first week in January.

Mr. Sorrell also provided a report on the "GIS" day conducted this week; the odor control and maintenance building at the Central Water Reclamation Facility (CWRP); and the monitoring well(s) project on the 2,000 plus acres at the CWRP.

ITEM 11 - ATTORNEY'S REPORT

Mr. Odom reported that staff has identified and purchased, at a very good price, a small parcel of property located next to a well plant on "I" Street.

Also, Mr. Odom reported that they will be recovering attorney fees on a case that ECUA previously prevailed in.

Mr. Odom advised that ECUA will be conducting a workshop on December 2 on how to do business with ECUA.

ITEM 12 - UNFINISHED BUSINESS

None.

ITEM 13 - NEW BUSINESS

(a) Lawn debris (Campbell)

Ms. Campbell advised that she has recently been contacted on several occasions with inquiries as to what to do with tree cuttings. Ms. Campbell suggested that perhaps it is time to once again put out information in this regard for public knowledge and asked that this be referred to staff.

ITEM 14 - BOARD COMMUNICATIONS

Chairman Benson commented on her attendance at public meeting earlier this month concerning the Innerarity Island system, stating that it went extremely well and was a real testament to the level of cooperation between the County and ECUA. Further, staff has done an excellent job in managing the situation.

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ITEM 15 - 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 2:39 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:**