

**MINUTES OF THE ECUA CITIZENS' ADVISORY COMMITTEE MEETING HELD
WEDNESDAY, AUGUST 17, 2016 AT 2:00 P.M. IN THE ECUA BOARD ROOM AT
9255 STURDEVANT STREET, ELLYSON INDUSTRIAL PARK, PENSACOLA, FL**

Members present: Vicki Campbell, Chairman
Larry Walker, Vice Chairman
Deborah Benn
Lois Benson
Catherine Booker
Tim Common
Elvin McCorvey
Dale Perkins (arrived at 2:34 p.m.)
Randy Ponson
Louise Ritz
Mike Steltenkamp

Members absent: Chuck Kimball

Staff present: Steve Sorrell, Executive Director
John Daane, Director of Information Technology
Tim Haag, Director of Government Affairs
Linda Iversen, Executive Assistant to the Board
Bill Johnson, Director of Engineering
Doug Patterson, Risk Manager
Jim Roberts, Public Information Officer
Patricia Sheldon, Director of Finance
Cindy Sutherland, Director of Human Resources and
Administrative Services
Hannah Williamson, Human Resources Specialist

ITEM A - INVOCATION AND PLEDGE OF ALLEGIANCE

Ms. Benn provided the invocation and led the Pledge of Allegiance.

ITEM B - CALL TO ORDER

Chairman Campbell called the regular meeting of the ECUA Citizens' Advisory Committee to order at approximately 2:00 p.m.

ITEM C - ADOPTION OF AGENDA

Dr. Walker added the topic "rate increase" to the agenda under New Business.

Chairman Campbell added "yard waste" to the agenda under Unfinished Business.

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A motion was made by Ms. Benn, and seconded, to adopt the agenda as presented and amended. Motion carried 10-0.

ITEM D - OPEN FORUM

There were no comments from the audience.

ITEM E - APPROVAL OF MINUTES

A motion was made by Mr. Common, seconded by Ms. Benn, to approve the minutes of the regular meeting of July 20, 2016 as presented. Motion carried 10-0.

ITEM F - PURCHASE OF THIUGUARD (MAGNESIUM HYDROXIDE)

A motion was made by Ms. Ritz, seconded by Mr. Common, that the Board approve a contract extension with Premier Magnesia, LLC, for the sole source purchase of Thioguard at the price of \$2.27 per gallon, with funding from the appropriate budget line item. Motion carried 10-0.

ITEM G - EXTENSION OF CHEMICAL CONTRACT – ORTHOPHOSPHATE

A motion was made by Mr. McCorvey, seconded by Ms. Booker, that the Board approve the extension of the contract with Carus Corporation, Peru, IL, for the supply of orthophosphate for the first year of two optional extensions at the terms and rates agreed to in the contract, with funding from the appropriate budget line item. Motion carried 10-0.

ITEM H - EXTENSION OF SMALL SCALE UTILITY PROJECTS CONTRACT

A motion was made by Ms. Benn, seconded by Mr. McCorvey, that the Board approve the optional extension of the small scale utility projects contract as awarded to Evans Contracting, Inc., with original unit-cost bid prices, for one additional year. Motion carried 10-0.

**ITEM I - AWARD OF BID – LIFT STATION #295 (ZARRAGOSSA STREET)
UPGRADE**

A motion was made by Ms. Benson, seconded by Ms. Ritz, that the Board: (a) award a contract for lift station #295 upgrade to Utility Service Company, Inc., Gulf Breeze, Florida, the low bidder, in the total amount of \$699,899.64 for CIP Project CS142D, and (b) transfer funds in the amount of

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**\$735,000.00, from CIP Project RS121 to CIP Project CS142D. Motion carried
10-0.**

In response to questions from Ms. Benson, Mr. Sorrell explained the use of project contingency funds, and explained the use of funds and the price increase for the Interim Materials Recycling Facility (IMRF) relating to upsizing of equipment.

Mr. Sorrell further explained the use of funds for change orders. Ms. Benson suggested that consideration be given to having a policy concerning the utilization of capping change orders.

**ITEM J - AWARD OF BID: ANNUAL SERVICE CONTRACT FOR ENTRANCE
ROADS AND TREES FOR LIFT STATION SITES AND ECUA
EASEMENTS**

A motion was made by Ms. Benson, seconded by Mr. McCorvey, that the Board reject all bids for the annual service contract for entrance roads and trees for ECUA lift station and easement sites and authorize the contract to be rebid. Motion carried 10-0.

ITEM K - SURPLUS FURNITURE AND EQUIPMENT

A motion was made by Ms. Benson, seconded by Ms. Benn, that the ECUA Board approve and concur in the finding of the Executive Director regarding the property, and authorize the removal of the property value and accumulated depreciation from the balance sheet of the ECUA as well as the disposal of all the obsolete items. Motion carried 10-0.

ITEM L - COMMERCIAL INSURANCE RENEWALS FOR FISCAL YEAR 2017

A motion was made by Ms. Benn, seconded by Mr. McCorvey, that the Board approve the renewal of the ECUA's commercial insurance policies with the current respective insurers as listed and explained [within the item], and that the Board choose to self-insure for the Public Officials & Employer Practices Liability Insurance with funding from the appropriate budget line item. Motion carried 11-0.

ITEM M - CIP PROPOSED PROJECTS – FISCAL YEAR 2017

Discussion only – no action taken.

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ITEM N - INFORMATIONAL REPORTS:

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

- (1) Financial reports for the period ended June 30, 2016
- (2) Regional Services monthly report – July 2016
- (3) Water Production monthly report – July 2016
- (4) Water Reclamation monthly report – July 2016

ITEM O - UNFINISHED BUSINESS

- (1) Yard waste (Campbell)

Chairman Campbell stated that since the last meeting, she has learned of a variety of methods that customers are utilizing for disposal of yard waste rather than using plastic bags.

ITEM P - NEW BUSINESS

- (1) Rate increase (Walker)

Dr. Walker stated that rate increase that was approved by the Board was not adequate and considerably more is needed to raise monies for some of the projects needing to be done.

Ms. Benn stated that she agrees with Dr. Walker that there are some things that need to be thoroughly addressed, including the rate increase. Further, Ms. Benn commented that perhaps an improvement fee needs to be looked at and inquired as to how long the current improvement fee will be applied to customers' bills.

Mr. Sorrell responded that the current improvement fee was to cover the debt for the replacement of the Main Street WWTP and the transmission main to the new facility – that debt will be paid off in about 15 years and the Board could then decide what to do with the fee.

Mr. Perkins stated that he feels the organization has a good balance regarding rates.

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(2) Shady dealings (Walker)

Dr. Walker stated that his opponent has accused him, and Mr. Sorrell, of shady dealings. Further, Dr. Walker stated that if anyone knows of any wrongdoings at ECUA, they are obligated to report it.

Mr. Perkins commented that he feels the organization is one of the most ethically-minded organizations around. Further, as evidenced by the way ECUA is working with other organizations relative to the IMRF; ECUA cares about the community as a whole.

(3) Mr. Sorrell advised of the grand opening of the IMRF scheduled for Monday, August 22 at 9:30 a.m. at the Perdido Landfill.

ITEM Q - ADJOURNMENT

There being no further business to come before the regular meeting of the ECUA Citizens' Advisory Committee, Chairman Campbell declared the meeting adjourned at approximately 3:18 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:**