MINUTES OF THE ECUA CITIZENS' ADVISORY COMMITTEE MEETING HELD WEDNESDAY, SEPTEMBER 19, 2012 AT 2:00 P.M. IN THE ECUA BOARD ROOM AT 9250 HAMMAN STREET, ELLYSON INDUSTRIAL PARK, PENSACOLA, FL

Members present: Dale Perkins, Vice Chairman
Deborah Benn
Curtis Brotherton
Elizabeth Campbell
Tim Common
James Kirkland
Elvin McCorvey
Louise Ritz
Hurey Smith
Larry Walker

Members absent: Lois Benson, Chairman
Chuck Kimball

Staff present: Steve Sorrell, Executive Director
Nathalie Bowers, Public Information Officer
Debra Buckley, Director of Finance
Loranna Butterwick, Human Resources Generalist
Lydia Fortin, Human Resources Manager
Tim Haag, Director of Communications and Government Affairs
Linda Iversen, Executive Assistant to the Board
Bill Johnson, Director of Engineering
David Roberts, Director of Information Technology
Jim Roberts, Public Information Officer
Randy Rudd, Deputy Executive Director-Shared Services

ITEM A - CALL TO ORDER

In the absence of Chairman Benson, Vice Chairman Perkins called the regular meeting of the ECUA Citizens' Advisory Committee to order at approximately 2:00 p.m.

ITEM B - INVOCATION AND PLEDGE OF ALLEGIANCE

Mr. Common provided the invocation and led the Pledge of Allegiance.

ITEM C - ADOPTION OF AGENDA

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A motion was made by Dr. Walker, seconded by Mr. McCorvey, to adopt the agenda as presented. 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. Brotherton, seconded by Ms. Benn, to approve the minutes of the regular meeting of August 15, 2012 as presented. Motion carried 10-0.

A motion was made by Mr. Common, seconded by Mr. McCorvey, to approve the following recommendations for Items F through K as presented. Motion carried 10-0.

ITEM F - BLANKET PURCHASE ORDER – GULF COAST ELECTRIC MOTOR

That the Board waive the formal bid requirement due to the need for timely repair of specialized equipment necessary for the continued operation of our utility system, and approve the issuance of blanket purchase orders to Gulf Coast Electric Motor in the total amount of $545,000 to cover the cost of motor, pump and equipment repair for the Lift Station Division, the Plant Maintenance Department and Water Production Department, with funding from the appropriate budget line items.

ITEM G - BLANKET PURCHASE ORDER – TRIPLE H SPECIALTY OF ALABAMA

That the Board waive the formal bid requirement due to Triple H Specialty of Alabama being the only authorized supplier of Yaskawa drives and components in our area, and approve the issuance of a blanket purchase order to Triple H Specialty of Alabama in the total amount of $95,000 to cover the cost of VFD equipment and component purchases for the continued operation of our utility system, with funding from the respective operating budget.

ITEM H - CONTRACT EXTENSION – EVAPORATED SALT

That the Board approve the first year of two optional one-year extensions of the contract with Cargill Salt for evaporated salt, in the amount of $174.38 per ton, subject to vendor and Board acceptance, and authorize payment from the appropriate budget line item.

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ITEM I - WAIVER OF BIDDING – LIQUID POLYMER

That the Board waive the formal bidding process based on the best price from the most recent trials, and award a contract to Polydyne, Inc., Riceboro, GA, at the price of $0.93 per pound for one year, with funding from the appropriate budget line item.

ITEM J - AWARD OF BID – UPS SYSTEM

That the Board award bid RFP 2012-08 UPS System for I.T. Server Room to White Sands Electric, the low bidder, for the base bid plus the alternate upgrade to 36kW, in the amount of $72,430.00, with funding from CIP Project RA907A.

ITEM K - CWRF SLUDGE DISPOSAL

That the Board approve a purchase order for sludge disposal with Timberlands Landfill and authorize payment to Escambia County Solid Waste at their respective rates at the time of disposal on an as-needed basis, and authorize payment from the appropriate budget line item.

ITEM L - HEALTH INSURANCE PRESENTATION – PLAN APPROVAL FOR FISCAL YEAR 2013

Mr. Sorrell provided a brief verbal overview of the health insurance plan for fiscal year 2012, followed by a presentation by ECUA's insurance broker, Mr. Todd Torgensen of Combined Insurance Services, Inc.

A motion was made by Ms. Benn, seconded by Mr. Common, that the Board approve the Option 1 proposed benefits package at a cost of $5,914,276, including the following plan components: (1) approve the renewal proposed by our current medical insurer, Florida Blue, and (a) offer similar plan designs as last year for employee and dependent health coverage, (b) provide the employee premium for the three plans, (c) provide an average of 65% of the dependent premium for the three plans, and (d) contribute $1,000 of the employee deductible or $1,500 of the family deductible into a health savings account for each employee enrolled in the Health Savings Account (HSA) plan; (2) continue with the current dental insurer, United Concordia, and provide 100% of the employee premium for the Basic plan; and (3) continue with the current life and long term disability insurer, Unum, and provide 100% of the cost for Basic employee benefits. Motion carried 10-0.

ITEM M - ECUA SOCIAL MEDIA PROGRAM-PRESENTATION

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Presentation only – no action required. Mr. Haag provided a brief verbal overview of the proposed social media program, followed by a presentation conducted by representatives of IdeaWorks for an ECUA Facebook page.

Mr. Sorrell advised the Committee that the ECUA has decided to implement a Facebook page, and the issue is whether to have it set up for one-way or two-way conversations, outlining the legal issues that would be involved.

ITEM N - INFORMATIONAL REPORT:

The following report was presented for information only and did not require action.

(1) Regional Services report – August 2012

ITEM O - UNFINISHED BUSINESS

None.

ITEM P - NEW BUSINESS

None.

ITEM Q - ADJOURNMENT

There being no further business to come before the regular meeting of the ECUA Citizens' Advisory Committee, Chairman Perkins declared the meeting adjourned at approximately 3:20 p.m.

Respectfully submitted,

Stephen E. Sorrell
Executive Director and Secretary

APPROVED BY THE ECUA CITIZENS' ADVISORY COMMITTEE IN A MEETING ON 11/14/12.

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