

**CITY OF KEY COLONY BEACH UTILITY BOARD  
SPECIAL MEETING  
MINUTES**

**Tuesday, February 28, 2017 – 9:30 a.m. @ City Hall**

**Call to Order, Roll Call:**

A special meeting of the Utility Board was called to order at 9:30 a.m. by Chair of the Board John Dalton. *Answering to roll call was:* John Dalton, Steve Flood, Mike Alexander, Tom DiFrancisco and Raymond Andro. On the telephone – Tom Harding. Excused – Lin Walsh.

*Also Present:* Mayor, Jerry Ellis, Building Official, Edward Borysiewicz, Plant Manager, Dave Evans, and Utility Clerk, Blanca E. Kulig. On the telephone – Jason Shepler, Mittauer & Associates, Inc.

**1. Approval for the City to upgrade the emergency power generator, automatic transfer switch and wiring at the Sewer Treatment Plant.**

The meeting was opened with Chair Dalton announcing the item of discussion and opening it up for questions and input from the Utility Board. Plant Manager, Dave Evans asked Jason Shepler, Mittauer & Associates if the City needed the new generator. Mr. Shepler explained the reasoning behind upgrading the existing generator was that the current generator will not run both the R.O. system and the sewer plant at the same time. Maintaining the existing generator which was the approach in the current contract with TLC Diversified was to manage the load and stay below the generator capacity by only running what was necessary at the sewer plant in case of a power failure. The contract specification adds a shut-off when the power transfers over then it will knock out the RO building and just have emergency power to the motor control cabinets at the sewer plant.

Mayor Ellis quoted section 8 – Electrical and Emergency Generator Items, page 152 of the contract with the contractor, TLC Diversified which reads as follows: *“Improvements contemplated herein are not anticipated to change the current minimum ampacity requirements. Therefore, the existing generator is anticipated to remain in service. Within each improvement contemplated in the Phase 1 and Phase 2 improvements included electrical and instrumentation improvement costs that would be associated with motor control center modifications and/or expansion. These improvements are downstream of the main electrical service.”* So for the time being we should be okay with the generator we have in place.

Vice-Chair Flood agreed and felt it was an unnecessary expense at this time since the current generator would suffice. He added that \$50,000 was spent a couple of years ago to upgrade the cover, build a new foundation to improve and extend the life of the generator for maybe another ten years. Chair Dalton agreed with Vice Chair Flood not to upgrade.

**Motion** – Moved by Vice-Chair Steve Flood, seconded by Chair John Dalton, not to upgrade the existing generator at the sewer treatment plant.

**On the Motion:** Roll Call Vote. Unanimous Approval.

**Approval to upgrade wiring at the Sewer Treatment Plant was discussed.**

Mr. Shepler explained that Electrical Contractor, Jeff Hall had done work on the previous improvements of the sewer plant and had expressed issues with the wiring going into the control cabinets and under the power generator slab coming from the main power feed. Plant Manager, Dave Evans expressed the work proposed

was not crucial and the plant was able to continue functioning with the existing wire. Board Member Tom DiFransico asked if any of this work was life threatening, would someone get hurt if we did not replace the wiring. Has Mittauer looked at this problem and assessed it? Mr. Shepler noted that some of the wiring that was found to be corroding would be replaced as part of the contract. The part that was not included in the contract was the relocation of the main feed coming into the sewer plant. Mr. Evans informed the Utility Board that he had spoken to Mr. Hall and they agreed it was okay not to do the work at this time.

**Motion** – Moved by Chair John Dalton, seconded by Vice Chair Steve Flood, not to make any changes to the existing wiring at the sewer treatment plant.

**On the Motion:** Roll Call Vote. Unanimous Approval.

## **2. Approval of expedited membranes and miscellaneous items on the WRF Improvements, Phase II Project.**

Mayor Ellis expressed that there is some confusion about the status of the membranes/LEAP cassettes that are being shipped to Key Colony Beach. After speaking to Project Manager, Eddie Ney at TLC Diversified, he stated that TLC had not issued a PO or given permission for GE to go forward with the shipment of the membranes. Mr. Shepler agreed with Mayor Ellis and explained that at the last construction meeting the City expressed the immediate need for these membranes so GE might have shipped based on this urgency that was expressed to them by TLC. Mr. Shepler will contact TLC and GE and figure out what the status is and get back to the Mayor and Utility Board ASAP with information on the location of the membranes and estimated time of arrival in Key Colony Beach.

Mr. Shepler advised the Utility Board that after reviewing some of the shops drawings it was evident that a few changes could be made to improve the instrumentation and functionality of the equipment on the blowers as well as the valves that will be part of the new system. The Utility Board requested more information on these upgrades (drawings, technical specifications, etc.) for their review before a decision would be made on whether to proceed with the requested upgrades by Mittauer and Associates.

**Motion** – Moved by Chair John Dalton, seconded by Board Member, Tom DiFransico to table the miscellaneous improvements as suggested by Mittauer and Associates until more information has been provided to the Utility Board.

**On the Motion:** Roll Call Vote. Unanimous Approval.

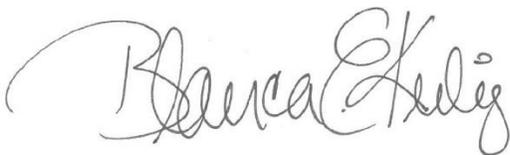
**These minutes are unofficial and have not been formally approved by the Utility Board as of yet.**

**The approval will be at the next schedule Utility Board meeting.**

**The meeting adjourned at 10:15 am.**

**The next meeting will be on Tuesday, March 21, 2017 at 9:30AM**

Respectfully Submitted by:



Blanca E. Kulig, Utility Clerk

\*\*\* Note: A mechanical recording has been made of the meeting of which these minutes are a part, and a copy is on file in the office of the Utility Clerk, as a public record.\*\*\*