

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

Tuesday, October 13, 2015 - 9:30 a.m. @ City Hall

Call to Order, Roll Call:

The regular meeting of the Utility Board was called to order at 9:30 a.m. by Chair Jim Teague. *Answering to roll call was:* Chair Jim Teague, John DeNeale, and Tom Conley *Excused:* Steve Flood and Mike Alexander *Also Present:* Plant Manager, Dave Evans and Utility Clerk, Melanie T. Rider
Public: 0

Approval of Minutes: Minutes from Regular Meeting 9/15/2015

Motion – Moved by Jim Teague, seconded by Tom Conley, to approve the minutes of the regular meeting

On the Motion: Roll Call Vote. Unanimous Approval.

Chairs Comments & Organization Decisions: The chair of the board Jim Teague stated that he has no opening comments at this time.

Utility Clerk Report: is included as part of the minutes and is available upon request.

Operators Report- is included as part of the minutes and is available. The Power Report is attached as well as the Salinity Report.

Treasurers Report- John DeNeale stated that he will go over his spreadsheets later in the meeting under the “Financing for Master Plan” line item. He said that he has looked over the financials and confirmed with Melanie and everything looks okay.

Financial Reports: The September 2015 Financial Reports for the Utilities are ready and available.

Waste Water/Sewer Warrant #0915: was approved in the amount of \$94,150.69

Stormwater Warrant #0915: was approved in the amount of \$697.11

Old Business-

A. Coral Lane Force Main Repair- Melanie stated that she is still working with the DEP and the Army Corp or Engineers to get the permitting needed. Once the permitting is all settled 3rd Generations Proposal to do the work has already been approved at the last Commission Meeting so we will be moving forward.

B. Collection Systems Repairs- Melanie advised the Utility Board that she requested estimates from several contractors in the area and only 2 responded with interest, 3rd Generation and Haack Excavation. The proposals were all discussed and 3rd Generations was much cheaper. Dave mentioned that the 3rd Generation had quoted 4 cross laterals and we only have 2 that need replacing.

Motion – Moved by Jim Teague, seconded by Tom Conley, to recommend to the City Commission to accept the estimate from 3rd Generation once the changes are made on the proposals.

On the Motion: Roll Call Vote. Unanimous Approval.

C. Financing Options for Master Plan: John DeNeale updated his Sewer Fund Analysis Spreadsheet. He explained to the Board that it reflects year end numbers and that according to his calculation/spreadsheet the plant has \$1,802,197 in available funding for the AWT Master Plan. Next, John DeNeale explained his spreadsheet showing the different options he was recommending in order to get the additional funding needed. He explained it was a working draft and would like any input that the board members had. He offers several options, Rate increase of \$15 per month, flat rate assessment billed on MTSU (tax bill) for 20 years, or asking the Commission to increase the taxes.

New Business-

- A. Master Plan Update & Discussion:** Melanie stated that we are continuing to monitor the chemical feeds. We are wasting on a daily basis and having to haul sludge much more often because of this. Melanie is working with Jason Shepler to get the permitting completed and sent to the DEP and there is a meeting in the works to meet with Jason Shepler of Mittauer & Associates engineering to discuss financing options such as a State Revolving Fund Loan with the DEP that is in the works.
- B. Material Handling Systems, Inc. Proposal for Jib Crane:** Melanie presented to the board the proposal she received from MHS to repair the jib crane in the amount of \$9,730.00. Dave mentioned that the proposal did not reflect where they were planning on attaching the tie downs. So, it was decided that Melanie would go back and request this information from MHS and present it again once we know.
- C. Letter of Resignation-** Melanie stated that Eric Larson had presented the Mayor with a letter of resignation from the Utility Board effective immediately.
Note: Jim Teague has submitted resignation to Mayor Ellis directly effective October 13, 2015
- D. FKAA Update & Discussion-** Jim stated that he had been in contact with FKAA and they showed interest in purchasing our sewer plant and collection system and running it themselves. The board discussed it and there was much more to be considered but, they will entertain a proposal from FKAA if they would like to submit one. Jim also spoke with them about doing the billing only for the City but, no one has been back in contact with him. He also requested some information about contracting them to do some sludge hauling. Again, he has not had any response to date.

Any Other Business/Members Comments: N/A

**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 11:58 am.
The next meeting will be on Tuesday November 17th, 2015 at 9:30AM**

Respectfully Submitted by:



Melanie T. Rider, 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.***