

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

Tuesday, December 15, 2015 – 9:45 a.m. @ City Hall

Call to Order, Roll Call:

The regular meeting of the Utility Board was called to order at 9:45 a.m. by Chair of the Board John Dalton. *Answering to roll call was:* John Dalton, Lin Walsh, Mike Alexander, Steve Flood and Tom Conley *Excused:* N/A. *Also Present:* Plant Manager, Dave Evans, Assistant Clerk Kathryn McCullough and Utility Clerk, Melanie T. Rider.

Approval of Minutes: Minutes from Regular Meeting 11/17/2015

Motion – Moved by Steve Flood, seconded by Tom Conley, to approve the minutes of the regular meeting.

On the Motion: Roll Call Vote. Unanimous Approval.

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.

Chairs Report:

- A. **Master Plan Update & Discussion-** Dave informed the Utility Board that the Public Works Department is working on the piping, and several other tasks to prepare for the delivery of the container box for dewatering. It is expected to be delivered the second week of January.
- B. **Collections System Repairs (9th Street):** The board discussed ways of keeping the city and the property owners affected by the ongoing repairs aware and up to date. It was decided that Melanie will keep the updates on the website and put a notice on the next sewer invoice.

Motion – Moved by Lin Walsh, seconded by Mike Alexander, to put a notice on the next sewer invoice regarding the ongoing upgrades to the collection system and plant.

On the Motion: Roll Call Vote. Unanimous Approval.

- C. **Lateral Camera Estimates-** The Board discussed having the work on 9th Street TV'd after all the work was finished to be sure the pipe was level and has not bellied under the blacktop. Melanie provided an estimate from Shenandoah Construction for \$2,530.00.

Motion – Moved by Lin Walsh to accept the estimate for \$2,530.00 from Shenandoah Construction, seconded by Mike Alexander, to accept the estimate for \$2,530.00 from Shenandoah Construction.

On the Motion: Roll Call Vote. Unanimous Approval.

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

Waste Water/Sewer Warrant #1215: was approved in the amount of \$99,208.02

Stormwater Warrant #1215: was approved in the amount of \$31,525.36

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 11:15am.
The next meeting will be on Tuesday January 19, 2015 at 9:30AM**

Respectfully Submitted by:

A handwritten signature in cursive script that reads "Melanie T. Rider". The signature is written in black ink and is positioned above a horizontal line.

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.***