

**SEACOAST UTILITY AUTHORITY
REGULAR MEETING**

April 28, 2010
Seacoast Utility Authority Board Room

MINUTES

CALL TO ORDER: 3:00 PM

PLEDGE OF ALLEGIANCE

ROLL CALL:

PRESENT: Maria V. Davis, Chair
Robert Weisman, Vice Chair
Joseph Lo Bello, President Pro-Tem
Ron Ferris, Member
Jimmy Knight, Member

ALSO PRESENT: Nat Nason, General Counsel
Rim Bishop, Executive Director
Jessica Moore, Authority Clerk

*****THE FOLLOWING ITEMS WERE PLACED ON THE CONSENT AGENDA*****

APPROVAL OF MINUTES FOR MEETING OF MARCH 24, 2010

Move to approve the minutes for meeting of March 24, 2010

CONTRACT AWARDS
EQUIPMENT/SUPPLIES

1. Wastewater Treatment Plant Chemicals - Polymer

Move to award approve the purchase of wastewater chemical polymer to SNF Polydyne, Inc., the lowest responsive bidder whose bid will best serve the public interest in the amount of \$0.96/lb, as recommended by staff.

BUDGET CALENDAR

Move to approve establish a Public Workshop for the 2010/2011 Seacoast Utility Authority budget for 3:00 PM on July 28, 2010, a Public Hearing for 3:00 PM on August 25, 2010, both in the Authority Board Room and to direct Authority Clerk to prepare and publish notices as required.

ANNUAL INVESTMENT ANALYSIS REPORT

Move to receive and file Annual Investment Analysis Report dated April 19, 2010, as recommended by staff.

MOTION

Board Members Weisman/Lo Bello moved to adopt the Consent Agenda.

The motion carried unanimously.

*******END OF CONSENT AGENDA*******

PGA WASTEWATER TREATMENT PLANT - ELECTRICAL SYSTEMS MAINTENANCE AGREEMENT

MOTION

Board Members Weisman/Lo Bello moved to approve GE Energy Services for a three-year PGA Wastewater Treatment Plant electrical systems maintenance agreement for \$128,721.00, as recommended by staff.

Board Member Ron Ferris questioned if the amount of \$128,721.00 was within the quote process.

Attorney Nat Nason stated the amount is below the statutory requirements but above the current internal procedural requirements. The statutory requirements are \$250,000.00.

The motion carried unanimously.

RESOLUTION NO. 3-2010 REVISIONS TO ADMINISTRATIVE PROCEDURE AP/89-08, SELECTION PROCESS FOR PROFESSIONAL SERVICES

MOTION

Board Members Weisman/Ferris moved to approve Resolution no. 3-2010, Administrative Procedure AP/89-08, Selection Process for Professional Services.

Board Member Ron Ferris asked if this update was for housekeeping.

Attorney Nat Nason confirmed that this change will automatically sync the procedure with whatever the statutory requirements are with the CCNA.

The motion carried unanimously.

AUDIT COMMITTEE

MOTION

Board Members Ferris/Weisman moved to establish the Seacoast Utility Authority Audit Committee, to appoint Board Member Joe Lo Bello, the Finance Department Manager, and the Executive Director to this Committee, and to direct the Committee to solicit and review proposals for independent auditing services, and to offer the Board an auditor selection recommendation.

The motion carried unanimously.

Vice Chair Bob Weisman asked how long the current auditor has been with Seacoast. Finance Department Manger Daniela Russell answered 5 years. She noted that the Auditor General requires public agencies to solicit proposals when the incumbent auditor's contract expires. This however, does not mean that the current auditor is ineligible for selection.

Mr. Weisman questioned if there was a general rule as to how long an auditor can serve the same public agency. Ms. Russell answered that there are recommended industry practices, but the law does not establish a limit.

Attorney Nat Nason acknowledged that standard practice would be for have the committee rank the applicants then offer its recommendation to the board for a final determination.

OTHER BUSINESS

COMMENTS FROM BOARD MEMBERS

President Pro Tem Joe Lo Bello commented that the investment report was excellent and very easy to read. Board Member Jimmy Knight concurred.

CCR REPORT

Mr. Bishop stated that there was a copy of the annual Consumer Confidence Report in the board packet. The report is sent out to every Seacoast customer.

Board Member Ron Ferris commented that the report was nicely done and he enjoyed reading it.

MEMBRANCE PROJECT

Mr. Bishop reported that all membrane projects are generally on schedule. The contractor intends to have the parking area reopened by June.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

ADJOURNMENT

There being no further business to come before the Authority, Chair Maria Davis adjourned the meeting at approximately 3:19 PM.

APPROVAL:

MARIA DAVIS, CHAIR

BOB WEISMAN, VICE CHAIR

JOE LO BELLO, PRESIDENT PRO-TEM

RON FERRIS, MEMBER

JIMMY KNIGHT, MEMBER

ATTEST:

JESSICA MOORE, AUTHORITY CLERK