

**SEACOAST UTILITY AUTHORITY
REGULAR MEETING**

October 28, 2020
Seacoast Utility Authority Board Room

MINUTES

CALL TO ORDER: 3:00 PM

ROLL CALL:

PRESENT: John D'Agostino, Chair
Robert Weisman, Vice-Chair
Ron Ferris, Member
Joseph Lo Bello, Member

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

ABSENT: Andrew Lukasik, President Pro-Tem

COMMENTS FROM THE PUBLIC

There were no comments from the public.

*****DETERMINED THE CONSENT AGENDA*****

APPROVAL OF AGENDA

Considered a motion to approve the agenda.

APPROVAL OF MINUTES FOR MEETING OF SEPTEMBER 23, 2020

Considered a motion to approve the minutes for meeting of September 23, 2020

AGREEMENTS

A. DEVELOPER AGREEMENTS

1. Richard Road 7-11
2. Alton Neighborhood 2 Parcel D

Considered a motion to approve execution of developer agreements for the projects known as Richard Road 7-11 & Alton Neighborhood 2 Parcel D, as recommended by staff.

CONTRACT AWARDS

A. PROFESSIONAL SERVICES

1. Coating of Sewage System Manholes

Considered a motion to approve authorization of Coating of Sewage System Manholes to MAXX Environmental, LLC, pursuant to City of Naples Annual Pipe Lining Services (Library of Vendors) contract through June 30, 2022, estimated annual cost of \$75,000.00, as recommended by staff.

2. Janitorial Services

Considered a motion terminate Janitorial Services agreement with TruPro for cause, and approve Janitorial Services contract with Sonshine Carpet and Upholstery Cleaning, Inc. in the amount of \$6,881.53/month through June 2021, estimated annual cost of \$82,578.36, as recommended by staff.

3. Richard Road Repump Fence Replacement & Entry Gate Installation

Considered a motion to approve Richard Road Repump Fence Replacement and Entry Gate Installation with Daniels Fence Corporation, pursuant to the terms of the Martin County Contract, in the amount of \$66,725.00, a recommended by staff.

B. EQUIPMENT/SUPPLIES

1. Purchase of Melt Blown Cartridge Filters – Contract Extension

Considered a motion to approve Purchase of Melt Blown Cartridge Filters – Contract Extension with Harn R/O Systems, Inc., through September 2021, in the amount of \$10.00 per filter, estimated annual cost of \$333,900.00, as recommended by staff.

DISBURSEMENT OF INSURANCE SETTLEMENT PAYMENT – NORTH PALM BEACH SEWER BACKUP

Considered a motion to approve Disbursement of Insurance Settlement Payment – North Palm Beach Sewer Backup with Preferred Governmental Insurance Trust in the deductible amount of \$100,000.00 and authorization to encumber FY 19/20 funds with a required budget transfer from 90-554-300 Reserve Self Insurance, as recommended by staff.

SEMIANNUAL INVESTMENT ANALYSIS REPORT

Considered a motion to receive and file the Semiannual Investment Analysis Report, as of September 30, 2020, as recommended by staff.

PAY IN LIEU OF PERSONAL TIME-OFF POLICY – TEMPORARY REVISION

Considered a motion to approve Pay in Lieu of Personal Time-Off Policy - Temporary Revision at an estimated FY 2020/2021 cost of \$69,604.00, as recommended by staff.

CUSTOMER RECEIVABLE BAD DEBT WRITE-OFF, FISCAL 2018/2019

Considered a motion to declare Customer Receivable Bad Debt Write-Off, Fiscal 2018/2019 in the amount of \$26,430 or 0.047% of FY 2018/2019 billed revenue, respectively, to be uncollectable, as recommended by staff.

MOTION

Board Members Weisman/Lo Bello moved to approve the consent agenda, as recommended by staff.

The motion carried unanimously.

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

JOINT PARTICIPATION AGREEMENT – TOWN OF LAKE PARK, LAKESHORE DRIVE PROJECT

MOTION

Board Members Weisman/Lo Bello moved to approve Joint Participation Agreement – Town of Lake Park, Lakeshore Drive Project, in the amount of \$822,904.50, as recommended by staff.

The motion carried unanimously.

ANNUAL GRAVITY SEWER REHABILITATION PROGRAM

MOTION

Board Members Weisman/Lo Bello moved to approve authorization of Annual Gravity Sewer Rehabilitation Program to Insituform Technologies, LLC, pursuant to City of Daytona Beach Contract through February 5, 2021, estimated annual cost of \$700,000.00, as recommended by staff.

The motion carried unanimously.

PGA WWTP LIME SILO AND ODOR CONTROL DEMOLITION – AGREEMENT FOR PROFESSIONAL SERVICES

MOTION

Board Members Weisman/Lo Bello moved to approve PGA WWTP Lime Silo and Odor Control Demolition - Agreement for Professional Services with Holtz Consulting Engineers in amount of \$62,667.00, as recommended by staff.

The motion carried unanimously.

AGREEMENTS FOR PROFESSIONAL SERVICES – CHEN MOORE & ASSOCIATES, INC.

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| 1. Lift station No. 19 Force Main Replacement | \$72,095.00 |
| 2. Lift Station No. 48 Force Main Replacement | \$51,000.00 |

MOTION

Board Members Weisman/Lo Bello moved to approve Agreements for Professional Services with Chen Moore & Associates in the aggregate amount of \$123,095.00, as recommended by staff.

The motion carried unanimously.

DESIGN BUILD SERVICES – COMMITTEE SHORT LIST SELECTIONS

MOTION

Board Members Weisman/Lo Bello moved to approve Design Build Services – Committee Short List Selections to the following firms: CES Consultants, Chen Moore & Associates, Globaltech and Holtz Consulting Engineers, as recommended by the committee.

Board Member Bob Weisman stated that he does not believe that this item needs to be on the agenda and that he has expressed this to staff. He believes that unless there is a specific reason for the board to review a short list, only the committee’s final ranking should be presented to the board.

Executive Director Rim Bishop stated that staff placed the short list item on the board agenda, exactly as it did for the administrative site Construction Manager at Risk selection, to allow any firms not short listed an early opportunity to appeal the committee action. Mr. Bishop acknowledged that in this case, since all firms submitting were short listed, the item could have been pulled from the agenda, but that he saw no harm in seeking board sanction.

Mr. Weisman stated short lists should only be presented to the board if the short list selection is appealed. He added that the short listed firms have already been scheduled for presentations next week, even though the board did not approve the short list.

Mr. Nason proposed that request for proposal (“RFQ”) language be amended to disclosed that following the short-list meeting, firms will have a limited amount of time to file an appeal which will be heard by the board.

The motion carried unanimously.

The board asked Mr. Bishop to prepare a recommendation to address this matter for board consideration next month.

YEAR 2021 GROUP HEALTH/DENTAL/VISION/LIFE/DISABILITY INSURANCE BENEFITS PACKAGE

MOTION

Board Members Weisman/Lo Bello moved to renew Year 2021 Group Health/Dental/Vision/Life/Disability Insurance Benefits Package to Cigna (health), Solstice (dental), EyeMed (vision), Mutual of Omaha (basic life/AD&D/voluntary life/short-term disability/long-term disability) and Aetna Resources for Living (EAP) at a total annual program cost of \$2,129,370.95, resulting in an increase of 8.29% or \$162,930.72 for the 2021 plan year.

The motion carried unanimously.

COMMENTS FROM THE BOARD

Board Member Joe Lo Bello complimented staff on the Investment Report.

Mr. Weisman complimented staff on completion of the new facility. Mr. D'Agostino also complimented staff on the facility.

STAFF REPORT

Executive Director Rim Bishop stated the engineer's report and the financial report were in the packet. Chief Operations Officers Brandon Selle was present for any engineer report questions. Chief Financial Officer Daniela Russell was present for any financial report questions.

ADJOURNMENT

There being no further business to come before the board, Chair John D'Agostino adjourned the meeting at approximately 3:20 PM.

APPROVAL:

JOHN D'AGOSTINO, CHAIR

ROBERT WEISMAN, VICE CHAIR

ANDREW LUKASIK, PRESIDENT PRO-TEM

RON FERRIS, MEMBER

JOSEPH LO BELLO, MEMBER

ATTEST:

JESSICA MOORE, AUTHORITY CLERK