

**SEACOAST UTILITY AUTHORITY
REGULAR MEETING**

March 27, 2024

MINUTES

CALL TO ORDER: 3:00 PM

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL:

PRESENT: Ron Ferris, Chair
Robert Weisman, Vice Chair
David Dyess, Member
Karen Marcus, Member

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

ABSENT: John D’Agostino, 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 FEBRUARY 28, 2024

Considered motion to approve the minutes for the meeting of February 28, 2024.

CONTRACT AWARDS

A. PROFESSIONAL SERVICES

1. Western Maintenance Facility Site, Civil and Landscape Agreement for Professional Services, Change Order No. 6 (N2003)

Considered a motion to approve Western Maintenance Facility Site, Civil and Landscape Agreement for Professional Services, Change Order No. 6 (N2003) with Chen Moore & Associates, in the amount of \$48,035.00 with a supporting budget transfer of \$48,035.00 from R2314 – 30-inch Force Main and 24-inch Reclaimed Water Main Installation at I-95 as recommended by staff.

RESOLUTION NO. 2-2024 – AMENDMENT TO SEACOAST UTILITY AUTHORITY ADMINISTRATIVE PROCEDURE AP/89-03, PROCUREMENT POLICY

Considered a motion to approve Resolution no. 2-2024 – Amendment to Seacoast Utility Authority Administrative Procedure AP/89-03, Procurement Policy, as recommended by staff.

PROCLAMATION NO. 2-2024, PROCLAIMING THE WEEK OF MARCH 18TH TO MARCH 22ND, 2024, GOVERNMENT FINANCE PROFESSIONALS’ WEEK

Considered a motion to approve Proclamation No. 2-2024, proclaiming the Week of March 18th to March 22nd, 2024, Government Finance Professionals’ Week, as recommended by staff.

MOTION

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

The motion carried unanimously.

*****ENDED CONSENT AGENDA*****

POINT OF SERVICE CLEANOUT INSTALLATION ADDITION PROGRAM (N2373)

MOTION

Board Members Wiesman/Dyess moved to award bid for Point of Service Cleanout Installation Addition Program to Jamie Underground, Inc., the lowest responsive bidder whose bid will best serve the public interest in the amount of \$379,135.00, with a supporting budget transfer of \$165,760.00 from R2314 – 30-inch Force Main and 24-inch Reclaimed Water Main Installation at I-95, as recommended by staff.

The motion carried unanimously.

WESTERN MAINTENANCE FACILITY SITE DEVELOPMENT

MOTION

Board Members Weisman/Marcus moved to approve Western Maintenance Facility Site Development, Change Order No. 5 (N2003) contract with Dickerson Florida, Inc. in the amount of \$55,857.19, with a supporting budget transfer of \$56,000.00 from R2314 – 30-inch Force Main and 24-inch Reclaimed Water Main Installation at I-95 as recommended by staff.

The motion carried unanimously.

ADVANCE PURCHASE, FORCE MAIN PLUG VALVES

Board Members Weisman/Marcus moved to authorize the Advance Purchase of Force Main Plug Valves from the low bidder, Traeger Brothers, in the amount of \$240,470.00, with a supporting budget transfer of \$54,900.00 as indicated below and as recommended by staff.

Project	Funds
R2372 – PGA WWTP Return and Activated Waste Sludge Pump Station Improvements	\$122,006.00
R2409 – Lift Station 54 Force Main Replacement – Phase 1	\$54,900.00
R2314 – 30-inch Force Main and 24-inch Reclaimed Water Main Installation at I-95	\$63,564.00

The motion carried unanimously.

DESIGN BUILD AUTHORIZATION - WATER TREATMENT DEPARTMENT COATING WORK, FY 2023 (O2309/R2340) – CHANGE ORDER NO. 4

Board Members Weisman/Marcus moved to approve Design Build Authorization – Water Treatment Department Coating Work, – Change Order No. 4 with Holtz Consulting Engineers, Inc. in the amount of \$79,264.00, with a supporting budget of \$79,264.00 from R2314 – 30-inch Force Main and 24-inch Reclaimed Water Main Installation at I-95, as recommended by staff.

The motion carried unanimously.

COMMENTS FROM THE BOARD

Board Member Karen Marcus asked how last night's meeting went regarding the installation of a low-pressure sewer system in the Captain's Key neighborhood. Executive Director Rim Bishop acknowledged that the meeting went well, and residents seem pleased that they will have the ability to connect to a low-pressure sewer system. Chief Operations Officer Brandon Selle added that questions were minimal, and there seemed to be no objection to the installation for those who were in attendance.

Ms. Marcus asked how the project will be funded. Mr. Bishop indicated that the Authority pays for the installation and the resident will pay the Authority if they choose to connect.

STAFF REPORT

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

ADJOURNMENT

There being no further business to come before the board, Chair Ron Ferris adjourned the meeting at approximately 3:03 PM.

APPROVAL:

RON FERRIS, CHAIR

ROBERT WEISMAN, VICE-CHAIR

JOHN D'AGOSTINO, PRESIDENT PRO-TEM

DAVID DYESS, MEMBER

KAREN MARCUS, MEMBER

ATTEST:

JESSICA MOORE, AUTHORITY CLERK