

St. Lucie West Services District
Regular Board Meeting Minutes
March 1, 2016, at 9:00 a.m.
450 SW Utility Drive
Port St. Lucie, Florida 34986

(Please note: This is not verbatim. A CD recording of the Regular Board Meeting is available on file.)

Board Members Present

Vincent D'Amico, Chairman
Gregg Ney, Vice Chairman
Wayne Smith, Secretary
Charles Altwein, Supervisor
Everett Child, Supervisor

Staff Present

Dennis Pickle, District Manager, St. Lucie West Services District ("SLWSD")
Bill Hayden, Public Works Director/Assistant District Manager, SLWSD
Maddie Maldonado, Office Manager, SLWSD
Lisa Beans, Administrative Assistant, SLWSD
Dan Harrell, District Counsel, Gonano & Harrell
Bob Lawson, District Engineer, ARCADIS-US, Inc.
Jason Pierman, District Treasurer, Special District Services, Inc. ("SDS")
Laura Archer, Recording Secretary, SDS

Guests Present (Sign-In Sheet Attached)

A. Call to Order

Chairman D'Amico called the Regular Board Meeting to order at 9:00 a.m.

B. Pledge of Allegiance

C. Roll Call

It was noted that all 5 Supervisors were present.

D. Approval of Minutes

- 1. February 1, 2016, Workshop**
- 2. February 2, 2016, Regular Board Meeting**

The minutes were presented for Board approval.

A **motion** was made by Secretary Smith, seconded by Supervisor Altwein approving the Workshop Minutes of February 1, 2016, as amended, and the February 2, 2016, Regular Board Meeting Minutes, as amended.

Under discussion, Vice Chairman Ney indicated that he disagreed with Supervisor Altwein's request from yesterday's Workshop in which Supervisor Altwein asked that more information be provided in the minutes under Consent Agenda items. Vice Chairman Ney noted that the minutes are a legal document and should reflect actual actions that have taken place.

Secretary Smith's **motion** was reiterated, seconded by Supervisor Altwein approving the Workshop Minutes of February 1, 2016, as amended, and the February 2, 2016, Regular Board Meeting Minutes, as amended. Upon being put to a vote, the **motion** carried 5 to 0.

E. Public Comment

There was no public comment.

F. District Attorney DA 1 – Status Report/Updates

Mr. Harrell had no Status Report or Updates at this time.

G. District Engineer DE 1 – Consider Approval of Work Authorization No. 6B-05-1508-SU between SLWSD and PSL School Development, LLC

Mr. Lawson indicated that he believed most questions were answered at yesterday's Workshop and noted that the process had taken a little longer than anticipated due to questions from Cascades residents. Mr. Lawson read the three conditions into the record:

- 1.) Onsite lift station will remain in private ownership and a copy of a maintenance agreement with St. Lucie West Services District as service provider will be required prior to accepting flow from the property;
- 2.) Onsite exfiltration trench and drainage piping within the project, with the exception of the control structure and discharge piping to the C-108 will remain the maintenance responsibility of the applicant; and
- 3.) Applicant shall submit easements granting permanent access to the water meter and control structure locations prior to water service being connected to the site.

Mr. Lawson recommended approval of Work Authorization No. 6B-05-1508-SU between SLWSD and PSL School Development, LLC.

A **motion** was made by Supervisor Child, seconded by Supervisor Altwein approving Work Authorization No. 6B-05-1508-SU between the SLWSD and PSL School Development, LLC with the following three conditions: 1.) Onsite lift station will remain in private ownership and a copy of a maintenance agreement with St. Lucie West Services District as service provider will be required prior to accepting flow from the property; 2.) Onsite exfiltration trench and drainage piping within the project, with the exception of the control structure and discharge piping to the C-108 will remain the maintenance responsibility of the applicant; and 3.) Applicant shall submit easements granting permanent access to the water meter and control structure locations prior to water service being connected to the site.

Under discussion, Secretary Smith requested clarification regarding the school's parking lot and whether it will be at a higher elevation than Peacock Boulevard. Mr. Lawson indicated that they are prohibited from allowing the flow of water into the road.

Supervisor Child's **motion** was reiterated, seconded by Supervisor Altwein approving Work Authorization No. 6B-05-1508-SU between the SLWSD and PSL School Development, LLC with the following three conditions: 1.) Onsite lift station will remain in private ownership and a copy of a maintenance agreement with St. Lucie West Services District as service provider will be required prior to accepting flow from the property; 2.) Onsite exfiltration trench and drainage piping within the project, with the exception of the control structure and discharge piping to the C-108 will remain the maintenance responsibility of the applicant; and 3.) Applicant shall submit easements granting permanent access to the water meter and control structure locations prior to water service being connected to the site. Upon being put to a vote, the **motion** carried 5 to 0.

Mr. Lawson then advised the Board that the 4E/5 Canal project had hit a hiccup in the permit due to waiting on an okay from Fish & Wildlife. In order to expedite the matter, Mr. Pickle contacted the Mayor who prepared a letter to U.S. Fish & Wildlife hoping to expedite the approval based on the project being deemed for a public purpose. We are still awaiting a reply.

Mr. Lawson then advised that the Lake Harvey project was moving along with the procurement of a water management easement from Martin Memorial in order to make the connection between Lake Ernie and Lake Harvey, which will help cleanse some of the water. Once that easement has been received it will then be submitted to the City.

That concluded Mr. Lawson's updates.

H. Consent Agenda

CA 1 - Monthly Report on Public Works Department

CA 2 - Monthly Report on Utilities Operations

CA 3 - Monthly Report on Capital Improvement Projects

CA 4 - Monthly Report on Billing and Customer Service

CA 5 - Financial Statements for January, 2015

CA 6 - Consider Approval to Transfer Funds for the R&R Account Requisitions

CA 7 – Surplus Items

Consent Agenda Items CA 1 through CA 7 were presented for Board consideration.

A **motion** was made by Supervisor Altwein, seconded by Vice Chairman Ney approving Consent Agenda Items CA 1 through CA 7, as presented.

Secretary Smith opined that he believed the Capital Improvement Project Report was outstanding and keeps the Members of the Board up to date.

Supervisor Altwein's **motion** was reiterated, seconded by Vice Chairman Ney approving Consent Agenda Items CA 1 through CA 7, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

**I. District Manager
Action Items**

DM 1 - Consider Approval to Direct Staff to Publish Notice of Qualifying Period

Mr. Pickle presented the item indicating that he was seeking the Board's approval to advertise the Notice of Qualifying Period.

A **motion** was made by Secretary Smith, seconded by Supervisor Child directing Staff to publish a Notice of Qualifying Period, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

DM 2 – Consider Approval of the Selection Committee Ranking for the Continuous On Call Potable Water, Wastewater & Utilities Related Engineering Services

Mr. Pickle presented the item and explained the Committee process. He recommended approval of the Selection Committee's rankings, as follows: #1 –

InFrastructure Solutions, Inc. of Melbourne, Florida; #2 – Reiss Engineering, Inc. of Fort Lauderdale, Florida; and #3 – MBV Engineers, Inc. of Fort Pierce, Florida, and requested authorize for Staff to begin negotiating a contract for consulting/professional services with the highest ranked firm, InFrastructure Solutions, Inc., as presented.

A **motion** was made by Supervisor Child, seconded by Vice Chairman Ney and passed unanimously approving the Selection Committee's rankings, as follows: #1 – InFrastructure Solutions, Inc. of Melbourne, Florida; #2 – Reiss Engineering, Inc. of Fort Lauderdale, Florida; and #3 – MBV Engineers, Inc. of Fort Pierce, Florida, and authorizing Staff to begin negotiating a contract for consulting/professional services with the highest ranked firm, InFrastructure Solutions, Inc., as presented.

DM 3 – Other Items/Updates

Mr. Pickle had no further items/updates.

J. Supervisor Requests

Secretary Smith wished to repeat his comments from the previous day, as the Staff Writer from "The Voice", Patrick McCallister, had not been present. Secretary Smith stressed the importance of communication with the community and he commended Mr. McCallister for his work advising the residents.

Mr. McCallister noted that it was truly a pleasure covering the District, indicating that the Board Members are very responsive and that Mr. Pickle is amazingly candid.

Supervisor Child had no requests.

Vice Chairman Ney agreed with Secretary Smith's comments regarding Mr. McCallister and noted that his work is a great benefit to the community.

A question arose about whether the lift station needed to be moved concerning the property sale near Bank of America. Mr. Pickle noted that the clock is ticking and the purchasers of the property have applied for rezoning.

Chairman D'Amico had no requests.

Supervisor Altwein had no requests.

Mr. Pickle reminded the Board that the first workshop for the budget would take place in April and was earlier than usual because of a June deadline.

There were no further requests or comments.

K. Adjournment

Regular Board Meeting Minutes Signature Page


Chairman/Vice Chairman


Secretary/Assistant Secretary

Date Approved 04-05-16