

**St. Lucie West Services District**  
**Regular Board Meeting Minutes**  
May 3, 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. April 4, 2016, Workshop**
- 2. April 5, 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 April 4, 2016, as amended, and the April 5, 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 – Consider Approval of Second and Third Amendments to Purchase and Sale Agreement**

Mr. Harrell presented the item indicating that the amendments push back the closing date by approximately 58 days. He also indicated that further extensions may be forthcoming.

A **motion** was made by Supervisor Child, seconded by Vice Chairman Ney approving the Second and Third Amendments to the Purchase and Sale Agreement between Ross Realty Investments, Inc. and St. Lucie West Services District, as presented.

Under discussion, Secretary Smith asked when this pushes the closing date to and if it is expected to close within this current fiscal year. Mr. Harrell indicated that these amendments push the closing date to August 10, 2016, as the earliest date.

Discussion ensued regarding specifics of permits, communication with the City, deposits and financing. Supervisor Altwein expressed his skepticism of approving additional extensions.

Supervisor Child's **motion** was reiterated, seconded by Vice Chairman Ney ratifying the District Manager's approval of the Second Amendment to the Purchase and Sale Agreement between Ross Realty Investments, Inc. and St. Lucie West Services District, and approving and authorizing the Third Amendment to the Purchase and Sale Agreement between Ross Realty Investments, Inc. and St. Lucie West Services District, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

#### **G. District Engineer**

##### **DE 1 – Consider Approval of Work Authorization No. 7A-53-1604-SU between SLWSD and A Great Fence, LLC**

Mr. Lawson presented the item, outlining the 4 special conditions, as follows:

1.) Applicant proposes to supply an additional utility easement to supplement the existing utility easement along NW Enterprise Drive covering the location of the water meters. No water service will be provided until such time as the easement is

reviewed, accepted by the Board of Supervisors, and recorded in the public records of St. Lucie County, Florida.

2.) The exfiltration pipe to be installed on site will remain the maintenance responsibility of the applicant.

3.) All utility lines past the SLWSD Point of Services, with the exception of water meters, will be maintained by the property owner.

4.) Receipt of the \$500.00 Inspection Fee and \$1,000.00 refundable Surface Water Management Deposit will be required prior to issuance of the Work Authorization.

Mr. Lawson recommended approval.

A **motion** was made by Supervisor Child, seconded by Vice Chairman Ney, approving Work Authorization No. 7A-53-1604-SU between the SLWSD and A Great Fence, LLC, with the above 4 special conditions, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

Mr. Lawson advised the Board with regard to the 4E/5 Canal, which had been held up with the Army Corps of Engineers, that he had recently received a draft opinion from U.S. Fish and Wildlife and that they were awaiting the final permit. He estimated that work would be in approximately 1 to 2 weeks and that the contractor had been advised of the latest status.

Mr. Lawson indicated that the Wetland 1 monitoring equipment had almost all been installed and that it would be monitoring the wetland for a period of 15 months.

Mr. Lawson stated that he had received the final plat for the Lake Harvey Project, he is getting ready to submit it to the City and that the project was moving forward.

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 March, 2016**

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

**CA 7 – Surplus Items**

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

A **motion** was made by Secretary Smith, seconded by Supervisor Altwein, approving Consent Agenda Items 1 through 7, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

**I. District Manager  
Action Items**

**DM 1 - Consider Approval of Work Authorization No. SLWSD/ISI/2016-01 to Integration Services, Inc., SCADA for the Conversion and New Programming of the High Service Pump**

Mr. Pickle presented the item, noting that it had been explained at the previous day's Workshop. He emphasized that this was the final phase of the conversion from Wonderware to Ignition and recommended approval.

A **motion** was made by Supervisor Altwein, seconded by Secretary Smith, approving Work Authorization No. SLWSD/ISI/2016-01 to Integration Services, Inc., SCADA for the conversion and new programming of the High Service Pump System in the not to exceed amount of \$93,796.00, being budgeted in the Utility R&R Fund unrestricted fund balance. Available Project Budget is \$725,866.00; This Project is \$93,796.00; leaving an Available Balance of \$632,070.00. Upon being put to a vote, the **motion** carried 5 to 0.

**DM 2 – Consider Approval of Principal Dental Insurance Provider**

Mr. Pickle presented the renewal from Principal for dental insurance and recommended approval. He indicated that this item was budgeted for a 10% increase, but the proposal had come in with a 5.89% increase.

A **motion** was made by Vice Chairman Ney, seconded by Supervisor Child approving the Principal renewal for the dental plan, as presented.

Under discussion, Vice Chairman Ney asked if the invoicing was on a calendar year or fiscal year. Mr. Pickle indicated that they bill from July 1<sup>st</sup> until June 30<sup>th</sup>. Mr. Pickle stated that their office had requested this timeframe in order to give more time for budgeting purposes for the coming fiscal year.

Secretary Smith asked if the period of July 1, 2016, through September 30, 2016, would show an increase in the current fiscal year for those few months because of the dates of the renewal. Mr. Pickle confirmed that Secretary Smith was correct about the increased amount for those few months.

Vice Chairman Ney's **motion** was reiterated, seconded by Supervisor Child approving the Principal renewal for the dental plan, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

### **DM 3 – Other Items/Updates**

Mr. Pickle advised the Board about a new potable water flushing device for some community cul-de-sacs and dead ends. He noted that it flushes for 20 minutes per day and that it turns over the water system in the dead lines. Mr. Pickle indicated that the City does this as well and it allows for a permanent structure and the setting of a time to flush. As first residents noted that they believed that the structure was ugly, but he has since heard that residents are now saying that the water tastes better. He indicated that the State requires the flushing of dead end lines every quarter.

Secretary Smith expressed his concern over ponding at low points and asked where the structures are located. Mr. Pickle indicated that they try to locate them near a storm drain and that the water is forced into the street and drains naturally. He assured Secretary Smith that if ponding occurs in a certain area that they will address it at that time.

Supervisor Child asked how the unit was powered to which Mr. Pickle indicated that it was battery powered. A brief discussion ensued about possibly tying it into the telemetry system, but it was noted that an entire electrical system would have to be put in.

A brief discussion ensued about approving a proposed budget and whether Mr. McElligott should attend upcoming Budget Workshops. It was decided that Mr. McElligott's presence would be best for the September Public Hearing when the rate consultant appeared before the Board.

Mr. Pickle then brought up the September meetings, reminding the Board that the meetings were currently scheduled for September 2, 2016, and September 6, 2016. He was recommending that they change those dates to September 12, 2016, and September 13, 2016, due to the holiday weekend. A consensus of the Board agreed to the change.

Supervisor Child asked about a reference in the budget to "Other" in the amount of \$85,000. He noted that you should be able to click on that figure and it shows you a breakdown of what that figure is made up of. Vice Chairman Ney indicated that a criteria should be established when a number is allowed to have its own line item and used the figure of \$21,000 for example. He encouraged everyone to think about this suggestion. Mr. Pickle indicated he would work on it and reminded the Board that the format currently being used is the same as of government agencies.

Mr. Pickle then thanked Jim Angstadt of the City of Port St. Lucie for attending today's Board Meeting.

**J. Supervisor Requests**

Secretary Smith acknowledged Mr. Graci in the audience, indicating that he had was recovering from recent major surgery.

Supervisor Child had no requests.

Vice Chairman Ney suggested moving DM (District Manager) items to before Consent Agenda items on the agenda. He recommended the following order: District Attorney; District Engineer; and District Manager. The Board agreed to try the new order to see if it works.

There were no further Supervisor Requests.

**K. Adjournment**

There being no further items to be addressed, the Regular Board Meeting was adjourned at 10:02 a.m. There were no objections.

Regular Board Meeting Minutes Signature Page

  
\_\_\_\_\_  
Chairman/Vice Chairman

  
\_\_\_\_\_  
Secretary/Assistant Secretary

Date Approved \_\_\_\_\_