

St. Lucie West Services District
Regular Board Meeting Minutes
July 10, 2018, 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
John Doughney, 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
Josh Miller, Assistant Utilities Director, SLWSD
Maddie Maldonado, Office Manager, SLWSD
Lisa Beans, Administrative Assistant, SLWSD
Bob Lawson, District Engineer, ARCADIS-US, Inc.
Jason Pierman, District Treasurer, Special District Services, Inc. ("SDS")
Laura Archer, Recording Secretary, SDS

Also present were District 1 Councilwoman Stephanie Morgan and Andrew Karmeris of Special District Services, Inc.

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 in attendance.

D. Approval of Minutes

- 1. June 4, 2018, Workshop**
- 2. June 5, 2018, Regular Board Meeting**

The minutes were presented for Board approval.

A **MOTION** was made by Secretary Smith, seconded by Supervisor Child approving the Workshop Minutes of June 4, 2018, as presented, and the June 5, 2018, Regular Board Meeting Minutes, as presented. 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**

It was noted that Mr. Harrell had attended yesterday's Workshop due to a conflict with today's meeting.

G. District Engineer

DE 1 – Consider Approval of Work Authorization No. 4A-84-1805-SU between the St. Lucie West Services District and Amin Gulamali related the Home 2 Suites Hotel Site

Mr. Lawson reviewed the item and recommended approval with the 4 special conditions noted. He asked if there were any questions.

There being no questions, a **MOTION** was made by Supervisor Child, seconded by Vice Chairman Ney approving Work Authorization No. 4A-84-1805-SU between St. Lucie West Services District and Amin Gulamali related to the Home 2 Suites Hotel Site, with the following 4 special conditions:

- 1.) All water and sewer facilities servicing this project will be privately owned and maintained by the applicant or Condominium Association.
- 2.) A 10-foot ingress/egress/utility easement shall be prepared to cover the domestic and fire flow lines being extended to service this property. The easement shall be prepared, submitted for review and acceptance by SLWSD, and be recorded in the public records prior to the site receiving its water meter.
- 3.) All drainage system components serving this project will be privately owned and maintained by the applicant or subsequent property owners.
- 4.) Application Fee of \$1,000; Inspection Fee of \$500; and WMS Deposit in the amount of \$1,000 shall be collected in accordance with the Policies and Procedures Manual prior to issuance of the Work Authorization.

Upon being put to a vote, the **MOTION** carried 5 to 0.

DE 2 – Status Report/Updates

Mr. Lawson advised of the recent problems with the 6B Basin, which were effecting the Cascades community. He noted that the system was not operating as intended and indicated that after some research, it was suggested that the ditch/swale be converted into a canal and deepened. He noted that the City met this suggestion with some trepidation, so they came up with the 6B Relocation Project to move the water. Mr. Lawson advised that an Invitation to Bid the project had been published in the Sunday newspaper and that they had already sent out 7 packets to interested contractors. Mr. Lawson indicated that there would be a pre-bid meeting next week and that he intended on bringing the bids for Board consideration at the next meeting.

A lengthy discussion ensued regarding replatting, upland mitigation and the temporary redirecting of traffic.

That concluded Mr. Lawson's status reports/updates.

H. District Manager Action Items

DM 1 – District Manager and Staff Goals and Objectives for Fiscal Year 2019

Mr. Pickle presented the item, indicating that the 6B Relocation Project could change the goals, as presented.

A **MOTION** was made by Vice Chairman Ney, seconded by Supervisor Child accepting and approving the District Manager and Staff Goals and Objectives for Fiscal Year 2019, as presented.

Under discussion, Secretary Smith noted that the Lake Harvey project was still in the works for aesthetic work and that it was his hope that the City would contribute as well.

Mr. Pickle indicated that he had received the City's input regarding the interlocal agreement and that he hopes to bring the item to the August meeting.

Vice Chairman Ney's **MOTION** was reiterated, seconded by Supervisor Child and passed unanimously accepting and approving the District Manager and Staff Goals and Objectives for Fiscal Year 2019, as presented.

DM 2 – Consider Approval of Second Amendment to the District Manager's Employment Agreement

Mr. Pickle presented the item, indicating that the Second Amendment to the District Manager's Employment Agreement would become effective July 1, 2019.

A **MOTION** was made by Secretary Smith, seconded by Supervisor Child and passed unanimously approving the Second Amendment to the District Manager's Employment Agreement, as presented.

DM 3 – Consider Approval of Construction Services for the SW069 Main Irrigation Pump Station Project

Mr. Pickle presented the item, indicating that it had been thoroughly explained at yesterday's Workshop. He recommended approval.

A **MOTION** was made by Vice Chairman Ney, seconded by Supervisor Child approving construction services for the SW069 Reuse Irrigation Pump Station Project from Hinterland Group for the not to exceed amount of \$904,500.00 and approving Budget Amendment # 2018-05 in the amount of \$650,000.00, transferring funds from the Utility Unrestricted Fund Balance to the R&R Fund for the completion of this job. Remaining Available Project Balance: \$498,491.17; Budget Amendment #2018-05 from the Unrestricted Utility Fund Balance: \$650,000.000; This Project: \$904,500.00; Leaving an Available Balance of: \$243,991.17; UT Unrestricted Fund Balance after Amendment: \$5,319,082.00. Upon being put to a vote, the **MOTION** carried 5 to 0.

DM 4 – Consider Approval of Work Authorization No. SLWSD/ISI/2018-01 Integration Services, Inc. (ISI), SCADA Conversion and New Programming for the Main Irrigation Pump Station and High Service Pump System Pump Station A

Mr. Pickle presented the item and noted that this was the final phase of the irrigation project.

A **MOTION** was made by Secretary Smith, seconded by Vice Chairman Ney approving Work Authorization No. SLW/ISI/2018-01 Integration Services, Inc. (ISI), SCADA Conversion and New Programming for the Main Irrigation Pump Station and High Service Pump System Pump Station A for a total amount of \$110,140.00, as presented.

Under discussion, Vice Chairman Ney asked once this project is done, how much SCADA is integrated. Mr. Pickle indicated 100%.

Secretary Smith's **MOTION** was reiterated, seconded by Vice Chairman Ney approving Work Authorization No. SLW/ISI/2018-01 Integration Services, Inc. (ISI), SCADA Conversion and New Programming for the Main Irrigation Pump Station and High Service Pump System Pump Station A for a total amount of \$110,140.00, as presented. The Available Project Budget: \$251,491.17; This Project: \$110,140.00; leaving an Available Balance of \$133,851.17.

DM 5 – Consider Approval for the Purchase of a New 2018 Ford F-250 4WD for the UGU Division

Mr. Pickle presented the item and indicated that he had explained the circumstances surrounding this purchase at yesterday's Workshop.

He recommended approval.

A **MOTION** was made by Supervisor Child, seconded by Supervisor Doughney and passed unanimously approving the purchase of a 2018 Ford F-250 4WD from Sunrise Ford of Fort Pierce for the not to exceed amount of \$27,026.00, as presented. The Available Project Budget: \$84,150.00; This Project: \$27,026.00; leaving an Available Balance of \$57,124.00.

DM 6 – Consider Approval for the Purchase of a New 2018 Ford F-250 2WD for the UGU Division

Mr. Pickle presented the item and indicated that he had explained the circumstances surrounding this purchase at yesterday's Workshop.

He recommended approval.

A **MOTION** was made by Vice Chairman Ney, seconded by Supervisor Doughney and passed unanimously approving the purchase of a 2018 Ford F-250 2WD from Sunrise Ford of Fort Pierce for the not to exceed amount of \$27,891.00, as presented. The Available Project Budget: \$57,124.00; This Project: \$27,891.00; leaving an Available Balance of \$29,233.00.

DM 7 – Other Items/Updates

Mr. Pickle then thanked Councilwoman Stephanie Morgan for attending today's meeting and congratulated her on her unopposed reelection.

Mr. Pickle then addressed fishing along the lake banks and rights of way. He noted that only "No Trespassing" signs could be erected, but no "No Fishing" signs, which will be removed.

That concluded Mr. Pickle's updates.

I. Consent Agenda

Mr. Pickle presented Consent Agenda items CA 1 through CA 7.

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 May, 2018

CA 6 – Consider Approval to Transfer Funds for the R&R Account Requisition

CA 7 – Surplus Items

A **MOTION** was made by Supervisor Doughney, seconded by Secretary Smith and passed unanimously approving Consent Agenda items CA 1 through CA 7, as presented.

J. Supervisor Requests

Supervisor Doughney congratulated Chairman D'Amico and Vice Chairman Ney for their unopposed reelections. He also wished Secretary Smith luck against his opponent. Supervisor Doughney also thanked Councilwoman Stephanie Morgan for attending today's meeting.

Secretary Smith asked Mr. Pickle if he had received a phone call from the owner of the property next door. Mr. Pickle replied he had not.

Secretary Smith then thanked Councilwoman Morgan for her attendance.

There were no further Supervisor Requests.

K. Adjournment

There being no further items to be addressed, the Regular Board Meeting was adjourned at 10:06 a.m. There were no objections.

Regular Board Meeting Minutes Signature Page


Chairman/Vice Chairman


Secretary/Assistant Secretary

Date Approved 08/07/18