

St. Lucie West Services District
Workshop Minutes
July 11, 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 Workshop 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
Josh Miller, Assistant Utilities Director, SLWSD
Jason Pierman, District Treasurer, Special District Services, Inc. ("SDS")

Guests Present (Sign-In Sheet Attached)

A. Call to Order

Chairman D'Amico called the Workshop 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. June 6, 2016, Workshop**
- 2. June 7, 2016, Regular Board Meeting**

The minutes were presented and the Board was asked if they had any revisions and/or corrections.

Secretary Smith asked about the motion made in the June 7, 2016, Regular Board Meeting Minutes regarding the lift station and whether it needed to be changed. Mr. Pickle indicated that no action was necessary because the buyer is satisfied with the new recommended location. Mr. Pickle noted that the City is driving its relocation, contrary to what had been previously reported and that it will be moved at the

District's expense. Vice Chairman Ney asked if the cost to move it will exceed the \$100,000 to which Mr. Pickle indicated it would cost about 3 times as much to move it. Supervisor Child asked if it would still be above ground. Mr. Pickle explained the moving process.

A brief discussion ensued regarding the contract with the Florida Department of Corrections.

There was no further discussion regarding the minutes.

E. Public Comment

There was no public comment at this time.

F. District Attorney DA 1 – Status Report/Updates

Mr. Pickle was not aware of any items Mr. Harrell was to bring up.

G. District Engineer DE 1 – Approval of Work Authorization No. 5-10-1606-R between SLWSD and Magnolia Lakes Residents' Association, Inc.

Mr. Hayden presented the item indicating that the application was for the installation of underground electric conduit and two floating fountains to be located in Water Management Tract No. 1, as shown on SLW Plat No. 151 Magnolia Lakes at St. Lucie West – Phase One recorded in Plat Book 40 beginning at Page 36, and Water Management Tract No. 3A, as shown on SLW Plat No. 154 Magnolia Lakes at St. Lucie West – Phase Two recorded in Plat Book 41 beginning on Page 9. Mr. Hayden noted that the proposed fountains are to be anchored in the approximate center of the lakes and that electric service to the fountains would be made using buried electrical conduit from control panels located adjacent to the lakes. Mr. Hayden noted that Staff was recommending approval with the following condition:

1.) Applicant shall be responsible for any damage caused to other utilities as a result of the installation of the fountains or buried electric services.

Vice Chairman Ney asked for confirmation that it included maintenance for which it did. Supervisor Altwein asked if the HOA is responsible for maintenance and removal, if needed. Mr. Pickle indicated they would add the removal condition to the work authorization.

There was no further discussion regarding this item.

DE 2 – Status Report/Updates

Mr. Pickle indicated that the 4E/5 stormwater pond project ground clearing had begun, and the digging portion just started last week.

Mr. Pickle noted that the Lake Harvey project is moving along.

**H. District Manager
Action Items**

DM 1 - Consider Approval of Proposal for the Lining (CIP) of Two Pipe, Presidential Cove and Heatherwood HOA

Mr. Hayden presented the item indicating that the lining in 2 pipes are beginning to fail. He noted that this proposal piggy-backs onto a County contract with Collier County. Mr. Hayden explained that this is for two Cured in Place Projects (CIPP), one being located in the Presidential Cove subdivision within County Club Estates and the second project, which is located at the Village Drive Entrance into the Heatherwood subdivision.

Mr. Hayden noted that the Presidential Cove project consists of the lining of 317 LF of 18-inch green plastic pipe. The second project consists of lining 250 LF of 24-inch green plastic pipe at the rear entrance of the Heatherwood subdivision. Mr. Hayden noted that Staff had only receive two proposals from Shenline (Shenandoah Services) for each of the projects and that prices are off of the Collier County contract so only one proposal was received for each location and are as follows:

Proposal from Shenline for Presidential Cove	\$ 28,236.00
Proposal from Shenline for Heatherwood Entrance	<u>26,027.50</u>
TOTAL	\$ 54,263.50

Mr. Hayden stated that the proposals include mobilization, pump down of pipe with 4-inch pump, cleaning of pipe, televising of pipe and installation of the 18-inch and 24-inch CIPP and will be funded by the General R&R Fund.

Supervisor Altwein asked how piggybacking works. Messrs. Pickle and Hayden explained the process.

Mr. Pickle noted that they've exhausted reserves for emergency repairs on street-to-lake and lake-to-lake work. A brief discussion about the upcoming fiscal year's budget ensued.

There was no further discussion regarding this item.

DM 2 – District Manager and Staff Goals and Objectives for Fiscal Year 2016/2017

Mr. Pickle presented the item indicating that Condition 13 of the District Manager's employment agreement stipulates that the District Manager recommend goals and objectives for himself and Staff to achieve or work towards each year. Mr. Pickle indicated that the list provided in the meeting booklet had previously been provided to

the Board Members and that he had heard from each Board Member prior to today's meeting. Mr. Pickle also indicated that there was a typo on the list, wherein the word "secession" should actually be "succession".

Vice Chairman Ney asked Mr. Pickle what the most common complaint from customers? Mr. Pickle stated that the most common complaints amongst customers were the water rates and irrigation availability. Vice Chairman Ney asked if reducing complaints should be a goal to which it was suggested that it could be added next year.

There was no further discussion on the matter.

DM 3 – Consider Approval of Blue Cross Blue Shield Health Insurance Provider

Mr. Pickle noted that the rate increase was initially 29.47% and that it had been negotiated down to 12.84%. It was recommended that the District stay with the current plan so as not to trigger the "Obamacare" requirements. Mr. Pickle indicated that after reviewing several proposals from Blue Cross Blue Shield, staff believes that the renewal of plan 5467 is still the better plan to stay with and the upgrade renewal plan 5462 will be at the employee's expense, if they select the upgraded plan. Mr. Pickle advised that the budget reflected a 10% increase for this fiscal year due to historical trends and that the 12.84% increase would be reflected in the final adopted budget. He indicated that staff was recommending the renewal of health insurance Plans 5467 and 5462, the step-up plan from Blue Cross Blue Shield, and that those employees who provide coverage for their families were willing to increase their contribution from 6% to 9% to offset the increase.

There was no discussion regarding this item.

DM 4 – Consider Approval for the Purchase of a Bulk Sulfuric Acid Tank for the Water Treatment Plant

Mr. Pickle presented the item indicating that it was necessary to replace the tank and recommended a CPVC tank, which is rated for sulfuric acid and has a 30 to 40 year life span. Mr. Pickle noted that although they had received 3 proposals, only one proposal was for a CPVC tank because there were very few companies who specialized in that type of tank. The following proposals were received:

- | | | |
|---|----|-----------|
| 1.) B&D Plastics LLC of Ocean Springs, MS (CPVC tank) | \$ | 49,209.00 |
| 2.) ERC&C of Port St. Lucie, FL (steel tank) | \$ | 29,150.00 |
| 3.) Dixie Tank of Jacksonville, FL (steel tank) | \$ | 25,331.00 |

It was noted that the above bids included freight charges.

Josh Miller, Assistant Utilities Director, explained why steel tanks do not last long. Vice Chairman Ney asked if the pipes are steel to which Mr. Pickle indicated that they had just replaced the steel pipes with double-walled PVC. Supervisor Child asked if sensors could be added to detect leakage. Mr. Miller indicated that sensors could be

added and explained the process. Mr. Pickle noted that double containment has worked well in the past. Secretary Smith asked if the valves were made of steel and if there was a warranty on the tank. Mr. Miller indicated that he was not sure, but that a typical warranty would be for 30 years. Mr. Pickle indicated he would obtain information on the warranty.

There was no further discussion on this item.

DM 5 – Other Items/Updates

Mr. Pickle had no other items or 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

Chairman D’Amico asked why there were so many “Locates” during the month of May. Mr. Pickle indicated they were due to Comcast and AT&T.

Chairman D’Amico referred to the number of “Lock Offs” being 20 for the month of May and asked how that number ranks. Ms. Maldonado indicated that it was very low.

CA 3 - Monthly Report on Capital Improvement Projects

CA 4 - Monthly Report on Billing and Customer Service

CA 5 - Financial Statements for May, 2016

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

Secretary Smith asked what these transfer of funds were. Mr. Pickle explained the process.

CA 7 – Surplus Items

Secretary Smith asked about the scrap. Mr. Miller explained that they keep good track of the scrap and get the best price for it, but scrap prices are very low right now

Vice Chairman Ney asked why there were so many pumps on the surplus list and why was the plumber’s snake on it. Mr. Miller indicated that the District had purchase many pumps from a company that was going out of business and that the snake was being replaced with a better one.

There was no further discussion regarding Consent Agenda items CA 1 through CA 7.

J. Supervisor Requests

Supervisor Altwein noted that the resurfacing of roads had covered reflectors. Mr. Pickle indicated he would look into this matter.

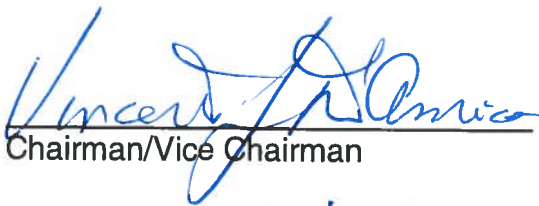
Secretary Smith referred to the Lake Okeechobee discharge and asked for confirmation that the District was not seeing any toxic algae. Mr. Pickle indicated that there were no algae calls lately.

Vice Chairman Ney noted that someone had taken credit for the lake condition in the newspaper, but was unsure who it was.

K. Adjournment

There being no further items to be addressed, the Workshop was adjourned at 10:30 a.m. There were no objections.

Workshop Minutes Signature Page


Chairman/Vice Chairman


Secretary/Assistant Secretary

Date Approved 08/02/16