

**St. Lucie West Services District**  
**Regular Board Meeting Minutes**  
October 4, 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  
Everett Child, Supervisor

**Staff Present**

Dennis Pickle, District Manager, St. Lucie West Services District ("SLWSD")  
Maddie Maldonado, Office Manager, SLWSD  
Lisa Beans, Administrative Assistant, SLWSD  
Josh Miller, Assistant Utilities Director, 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  
Christina Hagedorn, 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 Supervisors were present with the exception of Supervisor Altwein.

**D. Approval of Minutes**

- 1. September 12, 2016, Workshop**
- 2. September 13, 2016, Regular Board Meeting**

The minutes were presented for Board approval.

**A motion** was made by Supervisor Child, seconded by Secretary Smith, approving the Workshop Minutes of September 12, 2016, as amended, and the September 13, 2016, Regular Board Meeting Minutes, as presented.

Under discussion, Vice Chairman Ney asked that on Page 5 of the Workshop minutes, Item DM 5, the fourth paragraph down wherein discussion ensued regarding Blackberrys, he asked that the sentence be changed to reflect that Blackberrys are “virtually obsolete” rather than “...are no longer used.” Ms. Archer indicated she would make the revision.

Supervisor Child’s **motion** was reiterated, seconded by Secretary Smith, approving the Workshop Minutes of September 12, 2016, as amended, and the September 13, 2016, Regular Board Meeting Minutes, as presented. Upon being put to a vote, the **motion** carried 4 to 0.

**E. Public Comment**

There was no public comment.

**F. District Attorney  
DA 1 – Status Report/Updates**

Mr. Harrell distributed a copy of the Surplus Real Property Sale by SLWSD Agreement Summary (as Revised by Fifth Amendment and Third Extension of Site Plan & Zoning Approval Period) and indicated that there were no changes. He did, however, indicate that he was expecting another extension request soon due to the complexities and the cumbersome City process. He noted that the Purchaser had 3 additional extensions, each of which would require additional deposits.

Mr. Harrell had no further updates.

**G. District Engineer  
DE 1 – Status Report/Updates**

Mr. Lawson advised the Board regarding the 4E/5 Canal project that he had gone out to the project this morning and confirmed that the canal plugs have been removed and that we now have over 3 acres of additional storage. Water is flowing and it is operational. He noted that the project is substantially complete with the exception of some sod work and sidewalk repairs. Total completion is very close and he hopes it will be done within the next 30 days. A brief discussion ensued regarding how much water the additional storage area could hold.

Mr. Lawson advised that he had e-mailed the new City Attorney regarding the Lake Harvey project and the subject of relieving the District of stormwater assessments. Mr. Lawson indicated that this item be added to the agenda for Planning & Zoning. The new City Attorney indicated that he does not see any reason why the City would charge the District this assessment.

## H. District Manager Action Items

### DM 1 - Consider Approval of the Purchase and Installation of the Two Clarifier Launder Covers for the Wastewater Treatment Plant SW090 Capital Improvement Project

Mr. Pickle presented the item and noted that the vendor would be required to adhere to the Terms and Conditions of the District, which he distributed for information purposes. He also pointed out that this purchase had been budgeted from the Utility R&R Fund SW090 Project.

A **motion** was made by Supervisor Child, seconded by Secretary Smith approving the proposal from NEFCO Systems, Inc. in the amount of \$98,360 for the purchase and installation of FRP Launder Covers for two 70-foot diameter Secondary Clarifier Tanks Project SW090 Clarifier Launder Covers in the amount of \$98,360, subject to the Terms and Conditions, as set forth by the District.

Under discussion, Vice Chairman Ney noted that NEFCO's bid was right in the middle and included installation.

Supervisor Child's **motion** was reiterated, seconded by Secretary Smith approving the proposal from NEFCO Systems, Inc. in the amount of \$98,360 for the purchase and installation of FRP Launder Covers for two 70-foot diameter Secondary Clarifier Tanks Project SW090 Clarifier Launder Covers in the amount of \$98,360, subject to the Terms and Conditions, as set forth by the District. R&R Available Fund Balance: \$99,000; This Project cost: \$98,360; leaving an Available Balance of \$640, as presented. Upon being put to a vote, the **motion** carried 4 to 0.

Supervisor Child pointed out that delivery was expected in 10 to 14 weeks. Mr. Pickle noted that it requires fabrication.

### DM 2 – Consider Approval of the Professional Service Agreement with HydroCorp, Inc. (HCI)

Mr. Pickle presented the item for Board consideration.

Secretary Smith asked about the budget numbers presented. Mr. Pickle indicated that this item was price neutral, so the numbers are there to show that it will be awash at the end of the year.

A **motion** was made by Secretary Smith, seconded by Supervisor Child approving the Professional Services Agreement with HydroCorp, Inc. for the cross connection control program inspection, reporting and management services estimated to cost \$25,000. This Service Agreement cost was budgeted from the Utility Backflow

Prevention Program. The R&R Available Fund Balance: \$25,000; the Estimated Cost for this Project is \$25,000; leaving an Available Balance of 0. Upon being put to a vote, the **motion** carried 4 to 0.

### **DM 3 – Consider Approval of the Second Amendment to Utility SCADA System Service Agreement with Integrated Services, Inc. (ISI)**

Mr. Pickle presented the item and recommended approval.

Vice Chairman Ney asked if there was something in the budget that anticipates these costs. Mr. Pickle indicated that there was.

Supervisor Altwein arrived at approximately 9:20 a.m.

Mr. Pickle indicated that ISI's contract was up on September 30, 2016, and that approval of this contract would renew it for an additional 3 years.

A **motion** was made by Vice Chairman Ney, seconded by Supervisor Child and passed unanimously approving the Second Amendment to the Utility SCADA System Service Agreement with ISI through September 30, 2019, as presented.

### **DM 4 – Consider Auditor Engagement Letter for Fiscal Year 2016**

Mr. Pierman presented the Auditor Engagement Letter from Grau & Associates for Fiscal Year 2016 and indicated that it reflected a \$500 increase.

Vice Chairman Ney asked Mr. Pierman if Special District Services was happy with Grau to which Mr. Pierman replied they were.

A **motion** was made by Vice Chairman Ney, seconded by Secretary Smith selecting Grau & Associates as District Auditors for a three-year contract with an optional two years of renewals, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

### **DM 5 – Other Items/Update**

Mr. Pickle then updated the Board on the impending storm (Hurricane Matthew). He indicated that the area was expecting between 5 and 8 inches of rain on Thursday and Friday and that the District had already received almost 3-inches the previous day. He noted that 3 inches of rain equals 1 foot in the lakes. Mr. Pickle stated that the forecast was calling for 12 to 18 hours of tropical storm winds, but noted that we are expected to be on the western side and that, hopefully, the heavy rain will stay on the eastern side.

Mr. Pickle then presented a water level report in advance of the impending storm. He indicated that South Florida Water Management District (SFWMD) had already given the okay for a 6-inch drop below control, and that the pre-storm discharges had

begun early this morning. Mr. Lawson noted that this is the first time SFWMD has allowed for this type of preparation.

Mr. Pickle then presented the additional information for the newsletter.

Mr. Pickle then indicated that the 4E Control Structure Repair Project had required additional repairs in the amount of \$24,000, extending the area all the way to the turnpike ditch. He requested ratification from the Board for the action already taken.

A **motion** was made by Supervisor Child, seconded by Vice Chairman Ney ratifying the District Manager's actions approving the additional \$24,000 in repairs to the 4E Control Structure Repair Project; to go all the way to the turnpike ditch. Upon being put to a vote, the **motion** carried 5 to 0.

Mr. Pickle then advised the Board that Patrick McCallister, formerly of *Your Voice*, may be contacting them for quotes for various articles which he would have published in whichever publications will allow him space, such as the *St. Lucie News-Tribune*, *Your Voice* and *The Hometown News*.

Mr. Pickle had no further updates at this time.

**I. 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 August, 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.

**J. Supervisor Requests**

Supervisor Altwein had no requests.

Supervisor Child had no requests.

Vice Chairman Ney referred to the District's newsletter and noted that he was quite pleased with the format and that the information had been well presented. He thanked Maddie for her work on it.

Secretary Smith thanked the other Board Members for their help and guidance over the past few months of his tenure and noted that he has learned a lot. He also noted that the communication from all those involved in the District's activities was great and that he is grateful for the opportunity to serve.

Chairman D'Amico had no requests.

### **K. Adjournment**

There being no further items to be addressed, the Regular Board Meeting was adjourned at 9:45 a.m. There were no objections.

Regular Board Meeting Minutes Signature Page

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

  
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Secretary/Assistant Secretary

Date Approved 11/01/16