

St. Lucie West Services District
Regular Board Meeting Minutes
November 7, 2017, 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
Maddie Maldonado, Office Manager, SLWSD
Josh Miller, Assistant Utilities Director, 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. October 2, 2017, Workshop**
- 2. October 3, 2017, 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 October 2, 2017, as presented, and October 3, 2017, Public Hearing & 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**

Mr. Harrell distributed information pertaining to the Surplus Real Property Sale, following City Council approval of the site plan. He noted that the lift station was contingent upon the easement from Bank of America, which they were awaiting. Mr. Pickle indicated that moving the lift station should take approximately 120 days to complete.

Mr. Harrell had no further updates.

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

Mr. Lawson had several brief updates. He indicated that Lake Harvey was nearing completion, noting that the contractor expected the excavation to be complete by the end of the week, then grading and sidewalk repairs would be done, and then wetland species planting would take place.

Mr. Lawson noted that he had met with the City last week about planting materials along the right of way of the 4E/5 canal.

That concluded Mr. Lawson's updates.

**H. District Manager
Action Items**

DM 1 – Consider Approval of Lake Whitney – Application for Limited Use

Mr. Pickle presented the item and suggested that instead, Lake Harvey be considered for the limited use. He added that it would then be up to the City. Mr. Pickle recommended that no action be taken on this item. A brief discussion took place regarding trespassing.

**DM 2 – Consider Approval for the Purchase of a New Vermeer 130 HP
Chipper**

Mr. Pickle presented the item for Board approval.

A **motion** was made by Supervisor Child, seconded by Supervisor Doughney and passed unanimously approving the purchase of the new Vermeer 130 HP Chipper from Vermeer Southeast Sales & Service in Boynton Beach for an amount not to exceed \$66,856. The Available Project Budget is \$87,944.17; this Project is \$66,856.00; leaving an Available Balance of \$21,000.00.

DM 3 – Consider Approval for the Purchase of a New 2018 Ford F-150 for the Aquatic Maintenance Division

Mr. Hayden presented the item indicating that it was budgeted out of the General Fund, Aquatic Division, Capital Outlay Equipment and he recommended approval.

A **motion** was made by Secretary Smith, seconded by Supervisor Doughney approving the purchase of a new 2018 Ford F-150 for the Aquatic Maintenance Division from Gilbert Ford of Okeechobee for the not to exceed price of \$26,275.50. The Available Project Budget is \$30,000.00; this Project is \$26,275.00; leaving an Available Balance of \$3,724.50.

DM 4 – Consider Approval for the Purchase of a New Chipper/Truck for the Exotic Plant Removal Division

Mr. Hayden presented the item indicating that it was budgeted out of the General Fund, Exotic Plant Removal, Capital Outlay Equipment. He recommended approval.

A **motion** was made by Supervisor Child, seconded by Secretary Smith approving the purchase of a new chipper/truck from Kenworth of South Florida for the not to exceed amount of \$61,159.00. The Available Project Budget being \$149,103.17; this Project is \$61,159.00; leaving an Available Project Budget of \$87,944.17.

Mr. Pickle noted that Item DM 4 should have been taken up before Item DM 2; that's why the budget numbers are flipped.

DM 5 – Amendments to Chapter A-I – St. Lucie West Services District General and Procedural Rules

DM 6 – Amendment III to Chapter A-III of the Rules of the St. Lucie West Services District

DM 7 – Resolution No. 2017-08 – Amending Certain Existing Job Descriptions and Adopting Certain New Job Descriptions for the District

Mr. Pickle noted that no Board action was necessary for Items DM 5, DM 6 and DM 7. They were included in the agenda for input from the Board Members. A brief discussion ensued regarding each item.

DM 8 – Consider Resolution No. 2017-09 – Adopting a Fiscal Year 2017 Amended Budget

Resolution No. 2017-09 was presented, entitled:

RESOLUTION NO. 2017-09

A RESOLUTION OF THE ST. LUCIE WEST SERVICES DISTRICT ADOPTING AN AMENDED FISCAL YEAR 2017 BUDGET; AND PROVIDING AN EFFECTIVE DATE.

A motion was made by Vice Chairman Ney, seconded by Supervisor Child and passed unanimously to adopt Resolution No. 2017-09, as presented.

I. Consent Agenda

Consent Agenda Items CA 1 through CA 6 were presented for Board consideration.

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 September, 2017

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

CA 7 - Surplus Items

Mr. Pickle clarified the ERCs for September.

A motion was made by Supervisor Doughney, seconded by Secretary Smith approving Consent Agenda items CA 1 through CA 7, as presented.

Secretary Smith asked about the process once items have been designated as being surplus. Mr. Pickle explained that the majority are sold on GovDeals.com with some of them going to the open market.

Supervisor Child then asked about the difference between Service Orders and Work Orders. Mr. Hayden explained that Service Orders are called in by customers whereas Work Orders are generated in-house.

Supervisor Doughney's **motion** was reiterated, seconded by Secretary Smith approving Consent Agenda Items CA 1 through CA 7, as presented. Upon being put to a vote, the **motion** carried unanimously.

J. Supervisor Requests

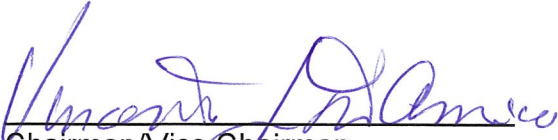
Secretary Smith indicated that he had received an e-mail from a resident regarding the service entrance at Bethany, noting that there was open access to the Cascades. Mr. Hayden noted that it was a utility easement for the District as well as FPL. Mr. Pickle indicated they would look at it to determine if they should put up a gate.

There were no further Supervisor Requests.

K. Adjournment

There being no further items to be addressed, the Regular Board Meeting was adjourned at 9:51 a.m. There were no objections.

Regular Board Meeting Minutes Signature Page


Chairman/Vice Chairman


Secretary/Assistant Secretary

Date Approved 12/05/17