

**St. Lucie West Services District
Regular Board Meeting Minutes
May 6, 2014, 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

Harvey Cutler, Chairman
Everett Child, Vice Chairman
Charles B. Altwein, Secretary
Sal Mancuso, 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
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 Cutler called the Workshop to order at 9:00 a.m.

B. Pledge of Allegiance

C. Roll Call

Ms. Archer took roll and noted that Supervisor D'Amico was not physically present, but was trying to join meeting via conference call.

D. Approval of Minutes

- 1. April 7, 2014, Workshop**
- 2. April 8, 2014, Regular Board Meeting**

A **motion** was made by Secretary Altwein, seconded by Vice Chairman Child approving the minutes of the April 7, 2014, Workshop, and the April 8, 2014, Regular Board Meeting, 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

Mr. Harrell had no updates to report at this time.

G. District Engineer DE 1 – Status Report

Mr. Lawson reported regarding the 2014 water management project that the 1st reading of the PUD amendment had taken place on April 28, 2014, and had been approved. He noted that the second reading was scheduled for May 12, 2014.

Mr. Lawson advised those present that the replatting change from the upland preserve designation to a water management tract would be coming up for site review on May 14, 2014, and would then go before the Council at their June 9, 2014, meeting.

Supervisor D'Amico joined the meeting at approximately 9:06 a.m. via conference call.

Mr. Lawson then advised that the Work Authorization between SLWSD and Harbor Community Bank, FSB (with Aldi as the tenant), which was approved at last month's meeting, subject to the one condition that the applicant provide an ingress/egress easement in favor of St. Lucie West Services District to allow access to the water meter and backflow prevention devices prior to issuance of the Work Authorization. Release of the water meter to service the site will be conditioned on review, acceptance and recordation of the easement had been received. He indicated that Mr. Harrell/Ms. Shaddock had reviewed the document and sent back their suggestions. In the meantime, anticipating a mutually agreed upon document, Mr. Lawson requested a motion authorizing the Chairman to accept the ingress/egress easement, pursuant to legal review.

A **motion** was made by Vice Chairman Child, seconded by Secretary Altwein authorizing the Chairman to accept the ingress/egress easement, in final form, from Harbor Community Bank, FSB, pursuant to legal review. Upon being put to a vote, the **motion** carried 5 to 0.

- #### **H. Consent Agenda**
- CA 1 - Monthly Report on Public Works Operations**
 - 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, 2014

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

A **motion** was made by Secretary Altwein, seconded by Vice Chairman Child approving Consent Agenda items CA 1 through CA 6, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

**I. District Manager
Action Items**

DM 1 - Consider Arcadis Engineering Rate Adjustment Proposal

Mr. Pickle presented the item noting that Mr. Lawson had prepared a spreadsheet which shows the 2013 hours billed per position and the corresponding amount billed. Mr. Lawson noted that the last on the spreadsheet showed the percentage increase for said services which would have been billed, had the proposed rates been in effect at the time of billing. The final column indicated an overall 10.9% increase in the rates.

Discussion ensued regarding the Consumer Price Index increases and the 6 month adjustment clause included in the contract. Mr. Lawson indicated he had no problem changing the proposed adjustment clause from every 6 months to annually. Supervisor Mancuso noted that the District representative indicated in the contract should reflect the current District Manager, Dennis Pickle. However, Secretary Altwein asked Mr. Harrell if the proposed changes to the contract would instigate a large re-wording or if merely striking the items and inserting specific language would suffice. Mr. Harrell indicated that changing the District representative would only require written notification to Mr. Lawson's firm and changing the 6 month rate adjustment clause to annually would require a simple notation.

A **motion** was made by Vice Chairman Child, seconded by Supervisor Mancuso approving the Arcadis Engineering Rate Adjustment Proposal with the following changes: 1.) Strike "initial" in District's representative designation; 2.) Change the District's representative to reflect the District Manager; and 3.) Change the Hourly Rate Adjustment Period from six (6) months to one (1) year. Upon being put to a vote, the **motion** carried 5 to 0.

After the vote, Vice Chairman Child added a comment about how the District has been exceptionally well served by the engineering staff and although we have spent a lot of money, they have saved the District a lot of money.

Chairman Cutler asked about The Crossing project potential to which Mr. Lawson indicated he is looking at it versus the turnpike project impact. Mr. Lawson noted that

he had asked his staff to create a park setting of approximately 15.6 acres and place additional storage in the basin to see what it does in a 100 years storm. Chairman Cutler raised the issue of there possibly being federal funds available for this type of project to which Mr. Lawson indicated he would do more research on the matter, but that, essentially, the District would be creating a marsh environment and could go for a grant for the project.

DM 2 - Consider Approval of Work Authorization No. SLWSD/ISI/2014-003 Integration Services, Inc., PLC Equipment and Instrumentation Related to the SW072 High Service Pump Expansion Project for the Water Treatment Plant

Mr. Pickle presented the item noting that the matter had been thoroughly discussed at the prior day's Workshop. He recommended approval.

A **motion** was made by Secretary Altwein, seconded by Vice Chairman Child approving Work Authorization No. SLWSD/ISI/2014-03 with Integration Services, Inc., for the PLC Equipment and Instrumentation Related to the SW072 High Service Pump Expansion Project for the Water Treatment Plant for the price of \$66,136. Funding for the project was included in the Water Connection Fee Fund and begins with an Available Project Budget of \$253,006; this Project Cost of \$66,136; leaving a remaining balance of \$186,690, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

DM 3 – Other Items/Updates

Mr. Pickle reminded those present that he had submitted his annual physical evaluation at yesterday's Workshop.

Mr. Pickle indicated that, with no objections from the Board, he would continue to work on replacing all Board Member laptops with tablets. There were no objections. Discussion ensued regarding tablet capabilities.

Supervisor D'Amico dropped off the conference call at approximately 9:47 a.m.

Mr. Pickle noted that a Budget Workshop would be covered at the June meeting.

Mr. Gregg Ney, as resident of the District, asked for an update on the irrigation study. Mr. Pickle indicated that he was awaiting a final proposal from Arcadis, which he is hoping to receive in June or July, in time for the upcoming budget process.

Chairman Cutler asked about the status of the IQ pond. Mr. Pickle indicated that it is currently being constructed and they are dividing the pond in half in order to line one half first and then move to the other side to line the other half. It is expected to take 8 months to complete.

J. Supervisor Requests

Supervisor Mancuso referred to the November 15, 2013, Board meeting in which the Board contemplated an amendment to the District's Rules of Board of Supervisors be made by adding a Section 13, Amounts Paid for Supervisor Services.

A **motion** was made by Supervisor Mancuso to accept the recommendation of the District's attorney to amend the District's Rules of Board of Supervisors by adding a new Section 13, Amounts Paid for Supervisor Services.

Mr. Pickle reminded Supervisor Mancuso that he could not make a motion to accept, but could do so to set a Public Hearing date to accept the changes.

Supervisor Mancuso amended his **motion** to set a Public Hearing date for July 1, 2014, to consider acceptance to amend the District's Rules of Board of Supervisors by adding a new Section 13, Amounts Paid for Supervisor Services. The **motion** was seconded by Secretary Altwein.

Discussion ensued regarding what would be considered an "excused absence."

Discussion then ensued regarding the statute restrictions for supervisor pay.

Tony Stachewicz, a resident of the District, expressed his belief that the Supervisors are already overpaid.

Supervisor Mancuso's **motion** was reiterated, seconded by Secretary Altwein to set a Public Hearing date for July 1, 2014, to consider acceptance to amend the District's Rules of Board of Supervisors by adding a new Section 13, Amounts Paid for Supervisor Services. Upon being put to a vote, the **motion** failed on a vote of 2 to 2, with Vice Chairman Child and Chairman Cutler dissenting.

Chairman Cutler noted to Supervisor Mancuso that he was not opposed to the Public Hearing, but rather he wanted a full Board present to vote on the matter.

Discussion then ensued about whether the matter could be brought up again to which Mr. Harrell indicated it could because there was no prevailing side.

There was no further discussion on the matter.

Secretary Altwein had no requests.


Vice Chairman Child had no requests.

Chairman Cutler had no requests.

J. Adjournment

There being no further items to be addressed, the Regular Board Meeting was adjourned at 10:28 a.m. There were no objections.

Regular Board Meeting Minutes Signature Page



Chairman/Vice Chairman



Secretary/Assistant Secretary

Date Approved 06/03/14