

St. Lucie West Services District
Regular Board Meeting Minutes
May 7, 2013, 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 Board Meeting is available on file.)

Board Members Present

Harvey Cutler, Chairman
Everett Child, Vice Chairman
Charles Altwein, Secretary
Vincent D'Amico, Supervisor
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
Jason Pierman, Assistant 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 Regular Board Meeting to order at 9:00 a.m.

B. Pledge of Allegiance

C. Roll Call

Ms. Archer took roll, noting that all 5 Supervisors were present.

D. Approval of Minutes

- 1. April 1, 2013, Workshop**
- 2. April 2, 2013, Regular Board Meeting**
- 3. April 23, 2013, Special Board Meeting**

A motion was made by Vice Chairman Child, seconded by Supervisor D'Amico approving the minutes of the April 1, 2013, Workshop and the April 23, 2013, Special Board Meeting, as amended at yesterday's Workshop; and the minutes of the April 2, 2013, Regular Board Meeting, as presented. Upon being put to a vote, the motion carried 5 to 0.

It was noted that all 5 Supervisors were present for the four (4) following Public Hearings.

Molly Rottinghaus, District Counsel, of Gonano & Harrell arrived at approximately 9:02 a.m.

Chairman Cutler recessed the Regular Board Meeting and opened the Public Hearing portion of the meeting at approximately 9:02 a.m.

E. Public Hearing 1

1. Receive Public Comment on Adoption of Resolution No. 2013-06 – A Resolution Amending Chapter III of the Rules of the St. Lucie West Services District Relating to Water, Sewer, and Irrigation Utility System Regulations, Rates, Fees, Charges, and Operating Policies for Utility Services; Revising, Clarifying and Adopting Various Provisions Relating to the Authority of the District Manager, Definitions and Operating Procedures, the District Cross Connection Control Plan, and Rate Schedules; Providing an Effective Date

There was no public comment on Public Hearing 1.

- **PH 1 -Consider Adoption of Resolution No. 2013-06 – A Resolution Amending Chapter III of the Rules of the St. Lucie West Services District Relating to Water, Sewer, and Irrigation Utility System Regulations, Rates, Fees, Charges, and Operating Policies for Utility Services; Revising, Clarifying and Adopting Various Provisions Relating to the Authority of the District Manager, Definitions and Operating Procedures, the District Cross Connection Control Plan, and Rate Schedules; Providing an Effective Date**

Mr. Pickle presented Resolution No. 2013-06, entitled:

RESOLUTION NO. 2013-06

A RESOLUTION AMENDING CHAPTER III OF THE RULES OF THE ST. LUCIE WEST SERVICES DISTRICT RELATING TO WATER, SEWER, AND IRRIGATION UTILITY SYSTEM REGULATIONS, RATES, FEES, CHARGES, AND OPERATING POLICIES FOR UTILITY SERVICES; REVISING, CLARIFYING, AND ADOPTING VARIOUS PROVISIONS INCLUDING PROVISIONS RELATING TO THE AUTHORITY OF THE DISTRICT MANAGER, DEFINITIONS AND OPERATING PROCEDURES, THE DISTRICT CROSS CONNECTION CONTROL PLAN, AND RATE SCHEDULES; PROVIDING AN EFFECTIVE DATE.

Mr. Pickle gave an overview of the changes noting that some were required by the State.

Steven Dewey, a resident of the District, asked if this Resolution had anything to do with the irrigation problems. Mr. Pickle indicated it was not. Chairman Cutler suggested that Mr. Dewey hold his comments until that subject is addressed later in the agenda.

A **motion** was made by Vice Chairman Child, seconded by Secretary Altwein to Adopt Resolution No. 2013-06: A Resolution Amending Chapter III of the Rules of the St. Lucie West Services District Relating to Water, Sewer, and Irrigation Utility System Regulations, Rates, Fees, Charges, and Operating Policies for Utility Services; Revising, Clarifying and Adopting Various Provisions Including Provisions Relating to the Authority of the District Manager, Definitions and Operating Procedures, the District Cross Connection Control Plan, and Rate Schedules; Providing an Effective Date, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

F. Public Hearing 1A

1. Receive Public Comment on Adoption of Resolution No. 2013-11 – A Resolution Relating to the Operating Policies and Procedures for the St. Lucie West Services District Water, Sewer, and Irrigation Utility System; Revising and Adopting a Cross Connection Control Plan for the District; Superseding Prior Plans; Providing an Effective Date

There was no public comment on Public Hearing 1A.

- **PH 1A - Consider Adoption of Resolution No. 2013-11 – A Resolution Relating to the Operating Policies and Procedures for the St. Lucie West Services District Water, Sewer, and Irrigation Utility System; Revising and Adopting a Cross Connection Control Plan for the District; Superseding Prior Plans; Providing an Effective Date**

Mr. Pickle presented Resolution No. 2013-11, entitled:

RESOLUTION NO. 2013-11

A RESOLUTION RELATING TO THE OPERATING POLICIES AND PROCEDURES FOR THE ST. LUCIE WEST SERVICES DISTRICT WATER, SEWER, AND IRRIGATION UTILITY SYSTEM; REVISING AND ADOPTING A CROSS CONNECTION CONTROL PLAN FOR THE DISTRICT; SUPERSEDING PRIOR PLANS; PROVIDING AN EFFECTIVE DATE.

Mr. Pickle indicated that this resolution was required by the Florida Department of Environmental Protection and that formal adoption was now necessary.

A **motion** was made by Vice Chairman Child, seconded by Secretary Altwein to Adopt Resolution No. 2013-11: A Resolution Relating to Operating Policies and Procedures for the St. Lucie West Services District Water, Sewer, and Irrigation Utility System; Revising and Adopting a Cross Connection Control Plan for the District; Superseding Prior Plans; Providing an Effective Date, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

G. Public Hearing 2

1. Receive Public Comment on Adoption of Resolution No. 2013-07 – A Resolution Amending the Drug Free Workplace Policy of the St. Lucie West Services District; Providing an Effective Date

There was no public comment on Public Hearing 2.

- **PH 2 – Consider Adoption of Resolution No. 2013-07 – A Resolution Amending the Drug Free Workplace Policy of the St. Lucie West Services District; Providing an Effective Date**

Mr. Pickle presented Resolution No. 2013-07, entitled:

RESOLUTION NO. 2013-07

A RESOLUTION AMENDING THE DRUG-FREE WORKPLACE POLICY OF THE ST. LUCIE WEST SERVICES DISTRICT; PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Secretary Altwein, seconded by Supervisor D'Amico to Adopt Resolution No. 2013-07: A Resolution Amending the Drug Free Workplace Policy of the St. Lucie West Services District; Providing an Effective Date, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

H. Public Hearing 3

1. Receive Public Comment on Adoption of Resolution No. 2013-08 – A Resolution Amending the Employee Conduct Work Rules Policy of the St. Lucie West Services District; Providing an Effective Date

There was no public comment on Public Hearing 3.

- **PH 3 – Consider Adoption of Resolution No. 2013-08 – A Resolution Amending the Employee Conduct Work Rules Policy of the St. Lucie West Services District; Providing an Effective Date**

Mr. Pickle presented Resolution No. 2013-08, entitled:

RESOLUTION NO. 2013-08

A RESOLUTION AMENDING THE EMPLOYEE CONDUCT AND WORK RULES POLICY OF THE ST. LUCIE WEST SERVICES DISTRICT; PROVIDING AN EFFECTIVE DATE.

A motion was made by Vice Chairman Child, seconded by Secretary Altwein to Adopt Resolution No. 2013-08: A Resolution Amending the Employee Conduct and Work Rules Policy of the St. Lucie West Services District; Providing an Effective Date, as presented. Upon being put to a vote, the motion carried 5 to 0.

Chairman Cutler then closed the Public Hearing portion of the meeting and reconvened the Regular Board Meeting at approximately 9:11 a.m.

I. Public Comment

Mr. Dewey then addressed the Board asking when the irrigation turnover to the District would be finalized. The reason for his question was that Presidential Cove is working on a project and needs to know the date because of a certain permit. Mr. Pickle clarified Mr. Dewey's inquiry indicating that he was speaking of the street to lake portion, not the irrigation issue. Mr. Pickle indicated that the District was still in the process of obtaining easements.

Mr. Lawson explained the process, noting that information should be send to the HOAs in a few weeks, but that he cannot say long the HOAs will take.

Secretary Altwein wished to clarify that the District was not taking over the entire irrigation system and suggested when referring to the irrigation "system" it should actually be the irrigation "main line."

J. District Attorney DA 1 - Status Report

Ms. Rottinghaus had no updates to report.

J. District Engineer DE 1 – Approval of Work Authorization No. 4D-05-1304-SU between SLWSD and St. Lucie West Associates, LTD

Mr. Lawson presented the item indicating that this was an application for the demolition of a portion of the existing KMart building and construction of a new LA Fitness facility in its place within the Shoppes of St. Lucie West. Mr. Lawson noted that this application also seeks to convert some of the existing parking located adjacent to SLW Boulevard into an out parcel for future commercial development. He indicated that the modifications will not impact the drainage system. Mr. Lawson

also noted that all policies and procedures of the District applicable to this type of development have been adhered to. It is the recommendation of staff that Work Authorization No. 4D-05-1304-SU be approved with the following one condition:

1. Applicant shall provide additional utility easements for review and acceptance by the Board of Supervisors prior to initiation of water or sewer service to the site.

Chairman Cutler noted that approval of this Work Authorization would have no budget impact.

A **motion** was made by Vice Chairman Child, seconded by Supervisor D'Amico approving Work Authorization No. 4D-05-1304-SU between SLWSD and St. Lucie West Associates LTD, subject to the one condition, as indicated above, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

DE 2 - Updates

Mr. Lawson distributed a packet of the St. Lucie West Services District Water Management Project Overview dated April 18, 2013.

Under discussion Chairman Cutler asked Mr. Pickle if he had any comments to which Mr. Pickle indicated that the District was looking to the City to assist us with the proposed mitigation. He noted that the District had funds to complete 2 of the projects outlined in the packet. He reminded the Board that they receive phone calls every time our area experiences a hard rainfall. He noted that the cost for the projects outlined in the packet are quite expensive, but that adding mitigation costs on top of that cost could cost an additional \$2 to \$3 Million, which would derail other projects. He further noted that if the mitigation costs were only \$200,000 to \$300,000, that is still quite costly. Mr. Pickle indicated that it is important to make the public aware of the steps taken thus far to keep them advised of the status of this project.

K. 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, 2013

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

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

**L. District Manager
Action Items**

DM 1 - Consider Approval of the Replacement of the Utilities SCADA System HMI Software

Mr. Pickle presented the item indicating that the item had been discussed thoroughly at yesterday's Workshop.

Chairman Cutler asked if there was a reason to do this replacement now to which Mr. Pickle indicated that the reason was the upcoming expansion.

A **motion** was made by Secretary Altwein, seconded by Supervisor D'Amico approving the Inductive Automation bid in the amount of \$32,366.74 for the replacement of the utilities SCADA system HMI software, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

DM 2 - Consider Approval of Work Authorization SLWSD/BDI 13-03 for the RO Water Treatment Facility Redundancy and Expansion Project Phase

Mr. Pickle presented the item noting that the original amount of \$67,550 had been negotiated down to \$61,510.

Chairman Cutler asked if this was the last phase for Baskerville-Donovan to which Mr. Pickle responded that it was.

A **motion** was made by Secretary Altwein, seconded by Vice Chairman Child approving Work Authorization SLWSD/BDI 13-03 for the Reverse Osmosis Water Treatment Facility Redundancy and Expansion Project Phase 3 for Construction Administration and Startup Services for an amount not to exceed \$61,510, as presented. Water Connection Fee Fund Available for this Project Budget is \$840,064.00; this Project Cost is \$61,510; leaving a Water Connection Fee Fund Balance after the Project of \$778,554.00. Upon being put to a vote, the **motion** carried 5 to 0.

DMPW1 – Approval of Declaration for Surplus Equipment

Mr. Hayden presented the item indicating that it had been thoroughly discussed at yesterday's Workshop. The items for consideration are as follows:

<u>ITEM NO.</u>	<u>DESCRIPTION</u>	<u>YEAR</u>	<u>SERIAL NUMBER</u>
1.	Ford F-150	1999	1ftzf1721xna31046

2.	Ford F-250	2003	1ftnx21f03eh38087
3.	Ford Explorer	2003	1fmzu62k3ua61679
4.	Ford F-150 Bed	2007	-
5.	Hand Held Psion	2009	sna29bt028071
6.	Hand Held Psion	2009	sna29bt528649
7.	Hand Held Psion	2009	sna29bt028067
8.	ARE 8' Truck Cap	2007	N1809279 (D106-29)

A **motion** was made by Secretary Altwein, seconded by Supervisor D'Amico approving the above 8 items as Declaration of Surplus Equipment, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

DM 3 - Other Items/Updates

Mr. Pickle noted that Secretary Altwein had asked about the solar panel matter at yesterday's Workshop. He indicated that Florida Power & Light is no longer offering that program of renting space on top of buildings.

Mr. Pickle noted that Secretary Altwein had asked about modifying District vehicles so that they would run on LP gas. He indicated that the cost to modify vehicles ran approximately \$2,800 per vehicle and that was a few years ago. He noted that he would revisit the item to see if the cost has come down at all.

Mr. Pickle indicated that Secretary Altwein asked about the possibility of televising District meetings to be aired on Channel 20 and what were the costs involved. Mr. Pickle indicated that the approximate cost of just the installation of the equipment would run between \$6,500 and \$9,000. He also stated that additional costs would be dependent upon how involved staff would be. A discussion ensued regarding how much air time would be allocated to the District and if the \$6,500 - \$9,000 cost would be a onetime charge. Mr. Pickle indicated that it would be a onetime charge with the exception of repairs and issues that would arise. Mr. Pickle indicated that he would be glad to get a commitment of time from the City and a formal quote from the vendor for the equipment necessary for the next Board Meeting.

Chairman Cutler indicated that he had had a previous discussion with Mayor Faiella regarding televising District meetings on Channel 20. He thanked Mayor Faiella for attending today's meeting and asked her for her support on the upland pine preserve mitigation. Mayor Faiella expressed her support of the District's position on the matter.

L. Supervisor Requests

Supervisor D'Amico had no requests.

Secretary Altwein had no requests.

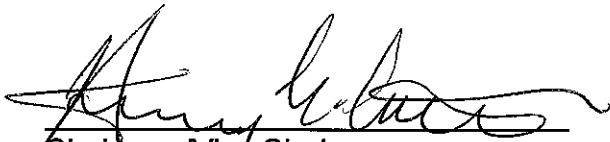
Vice Chairman Child expressed his concern over the proprietary grip the software system company had over the District, by nickel and diming us for every change. He further complimented Mr. Pickle for moving the District to a system which does not have that proprietary grip and praised him for an excellent change.

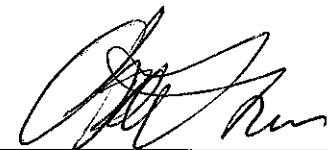
Chairman Cutler expressed his pleasure in noting that it appears that Mr. Pickle is one jump ahead of us all the time.

K. Adjournment

There being no further items to be addressed, the Regular Board Meeting was adjourned at 9:51 a.m. on a motion made by Secretary Altwein, seconded by Supervisor D'Amico. There were no objections.

Workshop Minutes Signature Page


Chairman/Vice Chairman


Secretary/Assistant Secretary

Date Approved 06/04/13