

St. Lucie West Services District
Workshop Meeting Minutes
November 5, 2018, 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 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")
Lisa Beans, Administrative Assistant, 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 Meeting to order at 9:00 a.m.

B. Pledge of Allegiance

C. Roll Call

It was noted that all 5 Supervisors were in attendance.

D. Approval of Minutes

1. October 1, 2018, Workshop
2. October 2, 2018, Regular Board Meeting

There were no corrections to either set of minutes.

E. Public Comment

There was no public comment.

F. District Attorney

DA 1 – Status Report/Updates

Mr. Pickle noted that he was not aware of any items from Mr. Harrell.

G. District Engineer DE 1 – Status Report/Updates

Mr. Pickle indicated that he was not aware of any updates from Mr. Lawson.

H. District Manager Action Items

DM 1 – Consider Approval for the Purchase of a New 2019 Rough Terrain 4x4 Forklift

Mr. Pickle presented the item, indicating that the new forklift had a minimum 10,000 lb. capacity and would replace the 2003 8,000 lb. capacity Mastercraft Forklift. Mr. Pickle noted that they had received 5 proposals, as follows:

- 1.) LIFTKING Manufacturing Corp. of Ontario, Canada in the amount of \$74,400.00;
- 2.) Boyer LLC of Houston, TX in the amount of \$84,006.00 + Freight;
- 3.) Blakely Equipment of Mt. Vernon, NY in the amount of \$92,328.54 + Freight;
- 4.) National Lift Truck Services of Port St. Lucie, FL in the amount of \$92,659.00; and
- 5.) Southern Specialty Equipment of Adel, GA in the amount of \$95,747.00

Mr. Pickle noted that the lowest bidder, LIFTKING Manufacturing Corp., had come in \$20,000 below budget with a capacity of 12,000 lbs.

There was a brief discussion about purchasing products from companies out of the country.

DM 2 – Consider Approval of Change Order #1 for the Additional Fittings from Ferguson Waterworks for the SW069 Reuse Irrigation Pump Station Project

Mr. Pickle presented Change Order #1. Indicating that the order had previously been approved by the Board at the June 5, 2018, meeting. In late June, the distributor advised that two of the fitting could not be guaranteed for 2018 delivery, which effected the inlet configuration to the new pump header. Mr. Pickle indicated that the original PO amount was \$161,171.07 and this Change Order #1 was increasing that amount by \$1,518.69, which totals \$162,689.76.

Discussion ensued regarding the Lake Ernie pump complaints about the increased noise. Mr. Pickle indicated that they have added landscaping. He noted that if there continued to be complaints he would look into other noise buffering options.

DM 3 – Consider Resolution No. 2018-07 – Adopting a Fiscal Year 2018 Amended Budget

Resolution No. 2018-07 was presented, entitled:

RESOLUTION NO. 2018-07

A RESOLUTION OF THE ST. LUCIE WEST SERVICES DISTRICT ADOPTING AN AMENDED FISCAL YEAR 2018 BUDGET; AND PROVIDING AN EFFECTIVE DATE.

Mr. Pickle indicated that adopting the amended budget was a formality, required by the state. Mr. Pickle noted that the line item, Capital Projects, was lower because encumbered costs were not paid until after the November cutoff, so they will be paid in the next fiscal year.

There was no discussion regarding this item.

DM 4 – Consider Auditor Engagement Letter for Fiscal Year 2018

Mr. Pierman presented the engagement letter, in which Grau & Associates proposes the following fees:

- 1.) Fiscal Year 2018 - \$26,500; and
- 2.) Fiscal Year 2019 - \$27,000

There was no discussion regarding this item.

DM 5 – Other Items/Updates

Mr. Pickle indicated that he had received a complaint about the new plants dying at the Lake Harvey Project. Mr. Pickle noted that they were irrigating, as instructed, and that it was natural for the bottom fronds to fall after being moved. He also noted that the plantings are guaranteed for one year.

Mr. Pickle advised that the 6B Relocation Project was moving along as expected and that the road closing would occur from the night of November 16, 2018, through Wednesday, November 21, 2018. He indicated that the schools had been advised of this matter and the closing will pose no problem since schools will be closed during that time.

Mr. Pickle had no further updates.

- 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

There was a brief discussion about the design of Project No. SW077 on the Project Tracker.

CA 4 – Monthly Report on Billing and Customer Service

CA 5 – Financial Statements for September, 2018

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

CA 7 – Surplus Items

Supervisor Child asked how water leaks were determined under the Monthly Report and in a home. Mr. Pickle indicated that the new meters identify use at down time or; plumbers can locate leaks with sound equipment, but the quickest way to locate a leak is with a pressure gauge.

Discussion ensued regarding copper pipes.

J. Supervisor Requests

Secretary Smith asked about the ponds and oxygen levels, indicating that the lake was murky and there was stuff already on top of it. Mr. Pickle noted that the rain will help and that the muck will come to the surface with the temperature change. Secretary Smith also noted that there were acorns everywhere. Mr. Pickle indicated that HOA might need to look at a portable vac that is pulled behind a truck.

Mr. Pickle noted that he had received a complaint about the fishing and trespassing issue. Mr. Pickle stated that he suggested that the fisherman get his HOA to take over the lakes.


Chairman D'Amico asked when they can start work on the golf course property. Mr. Pickle indicated probably November 2019 or maybe 2020. He noted that you cannot do any work during season and that the property is still going through the replatting process.

There were no further requests from the Supervisors.

K. Adjournment

There being no further items to be addressed, the Workshop Meeting was adjourned at 9:59 a.m. There were no objections.

Workshop Meeting Minutes Signature Page


Chairman/Vice Chairman


Secretary/Assistant Secretary

Date Approved 12-04-18