

St. Lucie West Services District
Regular Board Meeting Minutes
July 7, 2020, at 9:00 a.m.
VIA TELEPHONIC COMMUNICATIONS
DIAL IN TO: 1-877-402-9753 ACCESS CODE: 4411919

(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 – in-person
Gregg Ney, Vice Chairman – in-person
John Doughney, Secretary – in-person
Everett Child, Supervisor – virtually present
Dominick Graci, Supervisor – virtually present

Staff Present

Dennis Pickle, District Manager, St. Lucie West Services District (“SLWSD”) – in-person
Josh Miller, Utilities Director/Assistant District Manager, SLWSD – virtually present
Maddie Maldonado, Director of Office Administration, SLWSD – virtually present
Bob Lawson, District Engineer, ARCADIS-US, Inc. – virtually present
Jason Pierman, District Treasurer, Special District Services, Inc. (“SDS”) – virtually present
Laura Archer, Recording Secretary, SDS – virtually present

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 either in-person or in virtual attendance.

D. Approval of Minutes

- 1. June 1, 2020, Workshop**
- 2. June 2, 2020, Regular Board Meeting**

The minutes of the June 1, 2020, Workshop and the June 2, 2020, Regular Board Meeting were presented for consideration.

A **MOTION** was made by Vice Chairman Ney, seconded by Secretary Doughney and unanimously passed approving the minutes of the June 1, 2020, Workshop, as presented, and the June 2, 2020, Regular Board Meeting, as presented.

E. Public Comment

There was no public comment.

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

There were no District Attorney updates at this time.

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

Mr. Lawson advised that progress was going well on the new Administrative Building.

Chairman D'Amico asked about a completion date.

Mr. Lawson advised that we could get a temporary CO as early as Labor Day, but he will not hold the contractor to it.

That concluded Mr. Lawson's updates.

**H. District Manager
Action Items**

DM 1 – Consider Change Order No. 1 for the Re-Plumbing of High Service "A" Pump Station Project with Kerns Construction

Mr. Pickle presented the item, indicating that it had been previously discussed during yesterday's Workshop. He recommended approval.

A **MOTION** was made by Secretary Doughney, seconded by Vice Chairman Ney and passed unanimously approving Change Order No. 1 from Kerns Construction for the Re-Plumbing of High Service "A" Pump Station Project for the not to exceed amount of \$13,340; Available Project Budget: \$45,755; This Project: \$13,340; leaving an Available Balance of \$32,415, as presented.

DM 2 – District Manager and Staff Goals and Objectives for Fiscal Year 2021

Mr. Pickle presented the District Manager and Staff Goals and Objectives for Fiscal Year 2021 and recommended acceptance.

A **MOTION** was made by Secretary Doughney, seconded by Supervisor Graci and passed unanimously accepting the District Manager and Staff Goals and Objectives for Fiscal Year 2021, as presented.

DM 3 – Annual Engineering Certification of the Utility Systems

Mr. Pickle presented the certification and recommended acceptance by the Board.

A **MOTION** was made by Secretary Doughney, seconded by Supervisor Child and passed unanimously accepting the 2019 Annual Engineering Certification of the Utility Systems, as presented.

DM 4 – Consider Proposal from PROTEC Arisawa for the WTP Reverse Osmosis Membrane Trains Maintenance Project

Mr. Pickle presented the item and recommended approval.

A **MOTION** was made by Vice Chairman Ney, seconded by Secretary Doughney and passed unanimously approving the award of the project to Protec Arisawa in the amount of \$75,144 plus 25% for the necessary replacement parts found during the maintenance process for a not to exceed amount of \$93,930. Renewal & Replacement Available Fund Balance: \$158,569; This Project: \$93,930; leaving and Available Balance of \$64,639, as presented.

DM 5 – Consider Change Order No. 2 to Arcadis Engineering related to the New Administration Building Project Proposal No. 18-006 under Purchase Order 74136

Mr. Pickle presented the item, indicating that it had been discussed at length the previous day.

Mr. Lawson provided clarification of the process and recommended approval.

A **MOTION** was made by Secretary Doughney, seconded by Vice Chairman Ney and passed unanimously approving Change Order No. 2 to Proposal No. 18-006 from Arcadis Engineering for the not to exceed amount of \$8,500, to be split between the General Fund Capital Outlay Building Fund at 35% and the Utility Fund Capital Outlay Building Fund at 65%:

General Fund Available Project Budget: \$125,697.25; This Project:\$2,975; leaving a General Fund Available Balance of \$122,722.25; and

Utility Fund Available Project Budget: \$233,437.75; This Project: \$5,525; leaving a Utility Fund Available Balance of \$227,912.75, as presented.

DM 6 – Consider Acceptance of 2019 Financial Report

Mr. Pickle requested that the Board accept the report from Grau & Associates.

A **MOTION** was made by Secretary Doughney, seconded by Supervisor Child and passed unanimously accepting the Fiscal Year 2019 Financial Report, as provided by Grau & Associates.

DM 7 – Consider Blue Cross Blue Shield Renewal Proposals for Health Insurance Coverage

Mr. Pickle advised that their office had received the proposal from Blue Cross Blue Shield late yesterday afternoon. He noted that there was an overall 5.05% increase for the current plans (5467 and 5462). After careful consideration, Staff determined that renewal of the 5467 Plan was still the better plan and the upgrade to the 5462 Plan would be at the employee's expense, if they wish to go to that plan. Mr. Pickle noted that the budget reflected at 10% increase due to historical trends, but that the 5.05% increase would be included in the final adopted budget. He recommended approval by the Board.

A brief discussion ensued regarding the increase of rates and whether they were due to the pandemic or the aging workforce.

A **MOTION** was made by Secretary Doughney, seconded by Vice Chairman Ney and passed unanimously approving the negotiated renewal health insurance Plan 5467 and the negotiated renewal of the 5462 step-up plan from Blue Cross Blue Shield of Florida, as presented.

I. Consent Agenda

Mr. Pickle presented Consent Agenda items CA 1 through CA 7.

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 May 2020

CA 6 – Consider Approval to Transfer Funds for the R&R Account Requisitions for Fiscal Year 2020

CA 7 – Surplus Items

Vice Chairman Ney expressed his concern with starting shut-offs back up during a pandemic, noting it was a public health issue.

Mr. Pickle noted that if the Board wants to wait until September before shut-offs are considered, they can wait.

Discussion ensued about the right way to go about shutting off people's service.

It was the consensus of the Board for any potential shut-offs to be brought to the Board's attention at the September meeting for discussion and possible action.

<p>A MOTION was made by Secretary Doughney, seconded by Supervisor Graci and passed unanimously approving Consent Agenda items CA 1 through CA 7, as presented.</p>
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J. Supervisor Requests

Supervisor Graci hoped that everyone stays safe during these difficult times and requested a tour of the new Administrative Building.

Supervisor Child also would like a tour of the new Administrative Building and hopes we can go back to our normal schedule soon.

Secretary Doughney noted that this morning in Heatherwood he witnessed crews cleaning the catch basins and noted the excellent procedures in place after storms pass through the area.

Chairman D'Amico agreed with Secretary Doughney's observation and thanked Staff for their diligence.


Vice Chairman Ney asked about lake levels to which Mr. Pickle indicated that he believed that they were slightly below control.

K. Adjournment

There being no further items to be addressed, the Regular Board Meeting was adjourned at 9:40 a.m. There were no objections.

Regular Board Meeting Minutes Signature Page


Chairman/Vice Chairman


Secretary/Assistant Secretary

Date Approved 8/4/20