

St. Lucie West Services District
Workshop Meeting Minutes
July 11, 2022, 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 Workshop Meeting is available on file.)

Board Members Present

Gregg Ney – Vice Chairman – in-person
John Doughney, Secretary – in-person
Dominick Graci, Supervisor – in-person
Viorel Mocuta, Supervisor – in-person

Staff Present

Bill Hayden, District Manager, St. Lucie West Services District (“SLWSD”) – in-person
Josh Miller, Utilities Director/Assistant District Manager, SLWSD – in-person
Gerard Rouse, Assistant Public Works Director, SLWSD – in-person
Jason Pierman, Secretary/Treasurer, Special District Services, Inc. (“SDS”) – in-person

Guests Present (Sign-In Sheet Attached)

A. Call to Order

The Workshop Meeting was called to order at 9:00 a.m.

B. Pledge of Allegiance

C. Roll Call

It was noted that Chairman D’Amico was not at today’s meeting.

D. Approval of Minutes

1. June 6, 2022, Workshop
2. June 7, 2022, Regular Board Meeting

There were no revisions to either set of minutes.

E. PUBLIC HEARING 1

1. PH 1 – Consider Resolution No. 2022-02 – Adopting Revised Employee Job Descriptions Including the Deletion of Certain Existing Job Descriptions and the Addition of Job Descriptions for Certain New Positions

Resolution No. 2022-02 was presented, entitled:

RESOLUTION NO. 2022-02

A RESOLUTION ADOPTING REVISED EMPLOYEE JOB DESCRIPTIONS, INCLUDING THE DELETION OF CERTAIN EXISTING JOB DESCRIPTIONS AND THE ADDITION OF JOB DESCRIPTIONS FOR CERTAIN NEW POSITIONS, AS RULES OF THE ST. LUCIE WEST SERVICES DISTRICT; PROVIDING AN EFFECTIVE DATE.

Mr. Hayden noted that all the changes had been made. A brief discussion ensued about particular positions.

F. PUBLIC HEARING 2

1. PH 2 – Consider Resolution No. 2022-03 – Amending Chapter A-III, Rules of the District Regarding Positions, Qualifications, Compensation, Employment and Termination of District Employees

Resolution No. 2022-03 was presented, entitled:

RESOLUTION NO. 2022-03

A RESOLUTION AMENDING CHAPTER A-III OF THE RULES OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT REGARDING POSITIONS, QUALIFICATIONS, COMPENSATION, EMPLOYMENT, AND TERMINATION OF DISTRICT EMPLOYEES; AND PROVIDING AN EFFECTIVE DATE.

Secretary Doughney asked if this gives “more teeth” for issues the District had a few months ago to which Mr. Hayden replied it did. Mr. Miller also noted that it allows the District to hire people with more construction experience, which will help complete small projects in-house. It was noted that it also adds the HR Coordinator as a “high ranking employee.”

There were no questions from the Board Members regarding this item.

G. Public Comment

There was no public comment.

H. District Attorney

DA 1 – Consider First Amendment to Employment Agreement for District Manager

Mr. Hayden advised that he had requested this amendment which will allow him to substitute direct monthly payments in lieu of receiving spousal medical coverage from the District and will save the District about \$1,000 annually.

There were no questions regarding this item.

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

Secretary Doughney asked how the ditch was coming. Mr. Hayden indicated it was still in the permitting stage and had not yet been bid out. He noted they were awaiting the de-watering permit.

**J. District Manager
Action Items**

DM 1 – District Manager and Staff Goals and Objectives for Fiscal Year 2023

Mr. Hayden presented the item. Mr. Miller advised that the water main project would commence in August and was expected to be completed in mid-September.

There was no further discussion regarding this item.

DM 2 – Annual Engineering Certification of the Utility Systems

Mr. Miller presented the item, indicating that he was seeking acceptance of the certification by the Board.

Discussion ensued regarding The Reserve and their water intake.

There was no further discussion regarding this item.

DM 3 – Consider Request to Advertise Public Hearing (1) Adoption of the Fiscal Year 2023 Budget and for (2) Adoption of an Amendment of the District's Rules Establishing Water, Wastewater and Irrigation Water System Rates, Fees and Charges

Mr. Hayden presented the item.

A brief discussion ensued regarding some specifics.

DM 4 – Other Items

Mr. Hayden advised that the 20-Year Stormwater Needs Analysis Report had been submitted before the June 30, 2022, deadline.

Mr. Miller advised that a Notice of Intent for an Underground Permit had been advertised.

That concluded Other Item updates.

K. 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

CA 4 – Monthly Report on Billing and Customer Service

CA 5 – Financial Statements for May, 2022

CA 6 – Consider Approval to Transfer Funds for the R&R Account and WCF Account Requisitions

CA 7 – Surplus Items

There was no discussion regarding Consent Agenda items CA 1 through CA 7.

L. Supervisor Requests

There were several observations noted by the Board Members.

That concluded Supervisor Requests.

M. Adjournment

There being no further items to be addressed, the Workshop Meeting was adjourned at 9:57 a.m. There were no objections.

Workshop Meeting Minutes Signature Page


Chairman/Vice Chairman


Secretary/Assistant Secretary

Date Approved 09/02/22