

**OKEECHOBEE UTILITY AUTHORITY
MEETING MINUTES**

Tuesday, April 18, 2023 8:30 A.M.
Okeechobee Utility Authority
100 SW 5th Avenue
Okeechobee, Florida

Chairperson Clay called the meeting to order at 8:30 A.M.

Chairperson Clay determined the voting members and led all participating attendees and visitors in the Pledge of Allegiance. Chairperson Clay welcomes new Board member John Gilliland.

Chairperson Clay addressed Agenda Item No. 1, the following Okeechobee Utility Authority Board Members were present:

Board Members:

Tommy Clay*
John Gilliland*
Harry Moldenhauer*
Steve Nelson*
Tabitha Trent*

Alternates:

Glenn Sneider

Absent:

*Voting Board Members

OUA Members:

John Hayford	Tom Conely
Lauriston Hamilton	Michelle Willoughby
Jamie Mullis	

Chairperson Clay addressed Agenda Item No. 2 ‘Agenda Additions or Deletions’ OUA Department Supervisors report to the board on current staffing levels, vacancies, employee licensing, and other operational issues. *Glenn Sneider out at 8:56 A.M.*

Chairperson Clay addressed Agenda Item No. 3 ‘Meeting Minutes from March 21, 2023.’ Motion by Steve Nelson to accept the Meeting Minutes from March 21, 2023 as presented. Second by John Gilliland. Vote unanimous (5-0), motion carried.

Chairperson Clay addressed Agenda Item No. 4 ‘Consent Agenda’ Motion by Steve Nelson to approve the Consent Agenda as presented:

Consent Agenda Item No. 5 ‘Sumner Engineering & Consulting, Inc – SW Wastewater Service Area Project (Part B & C) in the amount of \$9,853.11’

Consent Agenda Item No. 6 ‘Sumner Engineering & Consulting, Inc – SW Wastewater Service Area Project (Part E) in the amount of \$2,560.28’

Consent Agenda Item No. 7 ‘Sumner Engineering & Consulting, Inc – Okee-Tantie Utility System Improvements in the amount of \$15,997.20’

Consent Agenda Item No. 8 'Invoice from Felix Associates, Inc. – SWSA Master Pump Station in the amount of \$181,348.58'

Consent Agenda Item No. 9 'Invoice from Holtz Consulting Engineers, Inc. – AC Pipe Removal in the amount of \$5,170.00'

Consent Agenda Item No. 10 'Invoice from Hinterland Group, LLC - Pine Ridge Park Utility Systems Improvement in the amount of \$323,735.44'

Consent Agenda Item No. 11 'Invoice from Thorn Run Partners in the amount of \$3,500.00'

Consent Agenda Item No. 12 'Invoice from MacVicar in the amount of \$250.00'

Second by Tabitha Trent. Vote unanimous (5-0), motion carried.

Chairperson Clay addressed Consent Agenda Item No. 13 'Finance Report' Finance Director Hamilton reviews the Finance Report for period ending March 31, 2023.

Chairperson Clay addressed Consent Agenda Item No. 14 'SWSA Project 3 Additional Permitting Proposal' Executive Director Hayford discusses that Sumner Engineering & Consulting, Inc (SEC) is the consultant designing and permitting the Okee-Tantie Sanitary Force Main Project. Executive Director Hayford discusses that the piping system while in the State Road 78 right-of-way will need to cross under the Herbert Hoover Levee. Executive Director Hayford discusses that a 408 Permit from the U. S. Army Corps of Engineers along with FDEP, FDOT and County are all required for this project. *John Gilliland out at 10:30 A.M.* **Motion by Steve Nelson to approve Change Order 21-11 from Sumner Engineering & Consulting, Inc. in the amount of \$145,365.00. Second by Harry Moldenhauer. Vote Unanimous (4-0). Motion carried.**

Chairperson Clay addressed Agenda Item No. 15 'SW 5th Avenue Engineering Proposal' Executive Director Hayford discusses a proposal from Sumner Engineering & Consulting, Inc., for the design of the SW 5th Avenue Wastewater Project area utilizing vacuum sewer. Executive Director discusses that the proposed work will be included in the most recent FDEP grant work submittal. There was a brief discussion and this item was tabled.

Chairperson Clay addressed Agenda Item No. 16 'SWSA Project 2 TMDL Grant Application' Executive Director Hayford discusses the TMDL (Total Maximum Daily Load) Grant proposal for connecting homes in the SWSA Project 2 area. If awarded, the grant money will augment the WG105 Grant money. Executive Director Hayford discusses that TMDL money can only be used to physically make the connection between the home and the connection at the street, including septic tank removal/demolition. Executive Director Hayford discusses that if this proposal is approved by the board, the application submittal must be done very quickly to meet the state timeline. Once approved at state level, the application will be forwarded on to the federal partners for review and possible approval. If the application makes it through federal review, monies will become available sometime around July, 2025. **Motion by Tabitha Trent to approve Proposal 19-04 from Sumner Engineering & Consulting, Inc. in the amount of \$12,000.00. Second by Harry Moldenhauer Vote Unanimous (4-0). Motion carried.**

Chairperson Clay addressed Agenda Item No. 17 'Various Project Updates' Executive Director Hayford gave an update on current projects. Executive Director Hayford discusses project funding updates for the FDEP Grant Applications.

Chairperson Clay addressed Agenda Item No. 18 'Employee Salary' Executive Director Hayford discusses that during last month's OUA Board meeting, a discussion was held concerning the recent loss

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of two OUA employees to other jobs. The discussion centered around another “merit” pay raise of either \$1/hour to \$2/hour pay raise and or increase to the \$750/month insurance paid to each employee. After the Board Meeting, the Executive Director emailed all OUA Board members asking if they would consider raising all employees hourly wage by either \$1/hour or \$2/hour to retain or attract new employees. Additionally, the health care option (\$350.00 per month increase) was also discussed. If approved, the Executive Director requested implementation to begin the first pay week near April 1st. Executive Director Hayford discusses that four of the six Board members responded. All were in favor of a \$2/hour increase and three of the four were in favor of the expanded health care expense. Executive Director Hayford discusses that based upon those results; the raise was implemented beginning with the pay week starting March 31st. The health care increase was not implanted since there was not a clear supermajority of possible OUA Board votes. There was a brief discussion. **Motion by Steve Nelson to ratify the increase of employee per hour wage by \$2.00, effective March 31, 2023. Second by Harry Moldenhauer. Vote unanimous (4-0). Motion carried.**

Chairperson Clay addressed Agenda Item No. 19 ‘Public Comments’ There were none.


Chairperson Clay addressed Agenda Item No. 20 ‘Items from the Attorney’ There were none.

Chairperson Clay addressed Agenda Item No. 21 ‘Items from the Executive Director’ Executive Director Hayford gave an update on current projects. *Tabitha Trent out 11:05 A.M.*

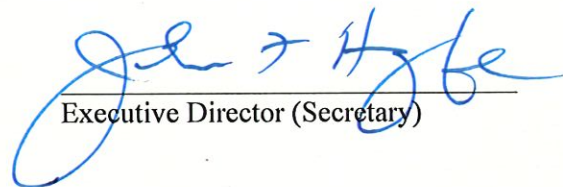
Chairperson Clay addressed Agenda Item No. 22 ‘Items from the Board’ Hurricane Prepared?

There being no other business, meeting adjourned at 11:13 A.M.

PLEASE TAKE NOTICE AND BE ADVISED that if a person decided to appeal any decision made by the Okeechobee Utility Authority with respect to any matter considered at this meeting, he/she may need to ensure that verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. A CD recording of this meeting is on file in the Executive Director’s office.



Chairperson



Executive Director (Secretary)

