

CITY ADVISORY UTILITY BOARD

MEETING MINUTES

May 13, 2008 6:30 PM

The City Advisory Utility Board met on May 13, 2008, at 6:30 PM in the Council Chambers on the second floor of City Hall located at 205 North Marion Avenue, Lake City, Florida.

1. CALL TO ORDER

Chairman Robertson called the meeting to order at 6:34 P.M.

2. PLEDGE OF ALLEGIANCE

3. INVOCATION

The invocation was given by Chairman Robertson.

4. ROLL CALL

John Robertson – Chairman

Eugene Jefferson – City Councilman

George Ward – City Councilman

Henry Sheldon – Engineer

Jim Poole – Director of the Columbia County Industrial Development Authority

Larry Lee – Director of Growth Management

Nick Harwell – Director of Strategic Planning and Marketing of Utilities

Richard Lee – Director of Distribution, Collection and Construction of Utility System

Scott Reynolds – City Manager

Steve Baltzley – Natural Gas Director

Steve Roberts – Water Plant Director

Thomas Henry – Director of Public Works

Dorothy Tyre – Finance Director

Dave Clanton – Executive Director of Utility

Herbert Darby – City Attorney

Audrey Sikes – City Clerk

Steven Burch – Sergeant at arms

5. MINUTES - Board Meeting held March 17, 2008

Mr. Ward made a motion to approve the March 17, 2008 minutes as presented. Mr. Jefferson seconded the motion and the motion carried by a voice vote.

6. APPROVAL OF AGENDA

Members concur to make the following amendments to the agenda; remove item 11A, renumber the remaining items under section 11, and to add item 11 E Appointments to Utility Advisory Board.

7. PUBLIC COMMENTS

None

8. OLD BUSINESS

None

9. CONSENT AGENDA

- A. Jones Edmunds – St. Margaret’s PER – Invoice 306419 - \$6,600.00
- B. Jones Edmunds – Stormwater Utility Development – Invoice 306670 - \$15,174.96
- C. Jones Edmunds – Sisters Welcome Reclaim System – Invoice 306671 - \$32,250.14
- D. Brannon, Brown, Haley & Bullock, P.A. – Purchase of Sprayfield, Butler Family – Invoice 53977 - \$4,191.31

Mr. Reynolds made a motion to approve the Consent Agenda, consisting of items A-D identified above. Mr. Jefferson seconded this motion. Chairman Robertson declared the consent agenda approved.

10. PRESENTATIONS

A. Wastewater Plan Update – Henry Sheldon, P.E.

Mr. Reynolds reported the following:

- Staff is working on the acquisition of the Butler property.
- Preliminary engineering report on reuse is now entering the design phase.
- The special exception on the Kicklighter property is waiting on the County.
- The topographical study will be performed by Bailey Bishop and Lane.

Mr. Sheldon reported the following:

- Environmental studies are being completed around the sink.
- A series of engineering studies will be open as of July 1st.
- By permit this system should be up and running by April 1st of next year.
- Discussed the benefits for having a regional reuse grid system in place.
- Discussed the permit for improvements for the St. Margarets Road facility.

Mr. Clanton provided a capacity update to the members.

B. Water Treatment Plant Update – Henry Sheldon, P.E.

Mr. Sheldon reported the following:

- Provided an update on the first nine months of operation of the Price Creek Water Plant.
- Putnam Street will be taken offline when the rainy season begins.
- Another 12 inch main is necessary prior to totally disconnecting the plant.
- Discussed the proposed route for the additional 12” water main (radial).
- The Dicks wells will be used as part of the wastewater system.

Steve Roberts reported the following:

- The (old) plant had been reclassified and staff is working 8 hours a day 7 days a week.
- 2 of the 4 Lenvil Dicks Systems have been taken offline.
- 1200 homes connected yesterday (Milton Bishop).
- Remaining 2 systems off by the end of the year.
- Regional Water System (ozonated water) has provided a positive drastic change.
- Discussed the needs for a 20 year system.

11. NEW BUSINESS

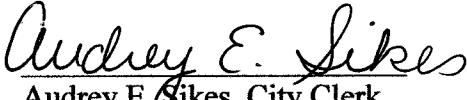
- A. Natural Gas Lighting, "Preserves at Laurel Lake" entrance sign – Steve Baltzley - \$1,122.77
Per the April 29, 2008 Report to Board, Mr. Baltzley reported the following; in 2006 the Utility Board agreed to pay for the Natural Gas lamps at the entrance sign to "The Preserves at Laurel Lake". It was agreed that Jim Zuber of All Seasons Planning, Inc. would purchase and install the lamps. It was agreed the City of Lake City would provide reimbursement after the lamps were installed. The natural gas lamps are part of the negotiation between the City of Lake City Utility Board and the developers of the "Preserves at Laurel Lake". Staff is requesting to reimburse All Seasons Planning, Inc. in the amount of \$1,122.77 and the acceptance of maintenance of the lamps for this development. The funding source identified is 420-003-532.30-48. **Chairman Robertson declared the authorization to recommend to City Council the reimbursement of All Seasons Planning, Inc. in the amount of \$1,122.77 for the purchase and installation of natural gas lamps at the "Preserves at Laurel Lake".**
- B. Purchase & Installation of an ASI Mechanical Thumb on the Cat 225 Excavator – Richard Lee - \$5,109.00
Per the May 13, 2008 Report to Board, Mr. Lee reported the following; a mechanical thumb attached to an excavator allows the operator to pick up debris, concrete and other items similar to a human hand picking up an object. This assists in land clearing and burning, picking up trash piles using a single piece of equipment. The cost of the mechanical thumb is \$4,605 plus installation of \$504 which equals \$5,109. This would assist staff in loading and transporting debris from the March tornado as well as future projects such as land clearing. The alternative would be to rent an excavator with a thumb attachment at \$7,050 per month for three months. The funding source identified is by the reallocation of funds from 410-051-536-64 for the purchase and installation of an ASI Mechanical Thumb for a total amount of \$5,109. **Chairman Robertson declared the authorization to recommend to City Council the purchase and installation of an ASI Mechanical Thumb in the amount of \$5,109.**
- C. Ortega Final Payment – Steve Roberts - \$50,000.00
Per the May 13, 2008 Report to Board, Mr. Roberts reported the following; the final payment due to Ortega is \$50,000. This is the final closeout document on the Ortega Industrial Contract for the construction of the new water plant. All punch list items have been completed and Ortega is handling any warranty issues that arise. The funding source identified is by the City remitting an invoice in the amount of \$50,000 for a draw on the SRL. **Chairman Robertson declared the authorization to recommend to City Council the Ortega final payment in the amount of \$50,000.**
- D. Installation of New Manhole on Patterson Street – Richard Lee - \$13,736.00
Per the May 8, 2008 Report to Board, Mr. Lee reported the following; the Patterson Street Manhole project is a budget approved item in the FY 08 budget. Currently there are no manholes on this street and due to a cave in on the street a manhole must be installed to correct the problem. The alternative presented is the City Utility crews could install the manhole, however, this would cause several existing projects to be delayed which could increase the level of cost for those existing projects. The funding source identified is the water/sewer fund account number 410-0053-536-60-63 in the amount of \$13,736.

Chairman Robertson declared the authorization to recommend to City Council acceptance of the low bid from Green Growth Site Development in the amount of \$13,736.00 for the installation of a new manhole on Patterson Street.

- E. Appointment to Utility Advisory Board (John Robertson)
Chairman Robertson stated the City Engineer (Henry Sheldon) has not officially been appointed to the Advisory Board, and also recommends the appointment of Walt Graham. **Chairman Robertson declared the authorization to recommend to City Council the formal appointment of Henry Sheldon and Walt Graham to the Utility Advisory Board. The recommendation provides for this to be placed on the next City Council agenda.**

12. ADJOURNMENT

There being no further business the meeting adjourned at 7:25 P.M.


Audrey E. Sikes, City Clerk