

**SOUTH CENTRAL REGIONAL WASTEWATER  
TREATMENT AND DISPOSAL BOARD**

1801 North Congress Avenue • Delray Beach, Florida 33445

BOARD  
City Council Members of  
Boynton Beach & Delray Beach



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**QUARTER ANNUAL MEETING  
OF THE  
SOUTH CENTRAL REGIONAL  
WASTEWATER TREATMENT  
AND DISPOSAL BOARD**

**DATE: THURSDAY, APRIL 15, 2010  
AT: S.C.R.W.T. & D.B.  
1801 N. CONGRESS AVE.  
DELRAY BEACH, FL 33445  
TIME: 5:00 P. M.**

**AGENDA**

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. PROOF OF NOTICE OF MEETING**
- D. ADDITIONS AND/OR DELETIONS TO AGENDA**
- E. ACCEPTANCE OR CORRECTIONS TO MINUTES OF MEETING HELD  
JANUARY 21, 2010.**
- F. ELECTION OF OFFICERS (CHAIRMAN, VICE-CHAIRMAN, SECRETARY,  
TREASURER).**

*Chairman and Secretary from Delray Beach; Vice Chairman and Treasurer from  
Boynton Beach.*

1. *Each office must be voted on separately.*

*Chairman (Delray Beach)*

*Vice Chairman (Boynton Beach)*

*Secretary (Delray Beach)*

*Treasurer (Boynton Beach)*

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**G. REPORT OF OFFICERS AND COMMITTEES**

**1. CURRENT FINANCIAL STATEMENTS**

- a. **Balance Sheet (through March, 2010) (ITEM G1a)**
- b. **Budget Variance & Cash Projection (through March 2010) (ITEM G1b)**
- c. **Return of excess for the 2008/2009 Fiscal Year budget. (ITEM G1c)**

**Motion to return the remaining 50% excess for the 2008/2009 Fiscal Year in the amount of \$248,498 to Boynton Beach and \$185,430 to Delray Beach.**

*The initial return occurred on February 5, 2010. Boynton Beach received \$248,498; City of Delray Beach received \$185,430*

**QUESTIONS**

**MOTION TO ACCEPT REPORT OF OFFICERS AND COMMITTEES**

**2. EXECUTIVE DIRECTOR'S REPORT**

- a. **Compliance and Operational Status Report (ITEM G2a)**  
*Second Quarter Report*
- b. **Florida Department of Environmental Protection Industrial Pretreatment Update (ITEM G2b)**
- c. **Headworks and Stormwater System Improvements (ITEM G2c)**  
*LWDD permit received for canal bank repair*
- d. **Odor Complaint Log (January 9, 2010 – March 31, 2010) (ITEM G2d)**
  - During the last quarter there was one odor complaint made to the South Central Office
- e. **South Central Regional Wastewater Treatment and Disposal Board Appraisal Report (ITEM G2e)**  
*Performed by GAB-Robins North America in February 2010.*
- f. **Biosolids Pelletization Project**

**QUESTIONS**

**CITIZEN'S COMMENTS**

**MOTION TO ACCEPT EXECUTIVE DIRECTOR'S REPORT**

3. **ENGINEERS' REPORT**
  - a. **HAZEN AND SAWYER** (ITEM G3a)
    1. **Headworks and Stormwater System Improvements**
    2. **Deep Injection Well System**
    3. **Plant "A" Secondary Clarifier Rehabilitation**
    4. **Sodium Hypochlorite Generation System Improvements**

**QUESTIONS**

**MOTION TO ACCEPT ENGINEER'S REPORT**

4. **BOARD ATTORNEY'S REPORT**
  - a. **ROGER SABERSON** (ITEM G4a)
    1. **Performance Bond T-Mobile tower site**
    2. **Md7 possible assignment and modifications to Site Lease Agreement**
    3. **Auditors engagement letter (Marcum LLP)**
    4. **Request for Qualifications related to engineering services**
    5. **Headworks and Stormwater System Improvements Project**
    6. **Laboratory testing**

**QUESTIONS**

**MOTION TO ACCEPT BOARD ATTORNEY'S REPORT**

**H. CONSENT AGENDA:** Executive Director recommends approval (Board Members may request that any item be removed for discussion.)

1. Notification of Board expenditures in the amount of **\$27,648** from January 21, 2010 through April 5, 2010 (expenditures between \$10,000 and \$25,000)
  - a. **Updated Outfall Valve Control Panel (\$14,650.) – Line Item Number S535807.03, Equipment Number 070-17000.** New Automated Control Panel for Board Ocean Outfall valve located at Delray Beach Booster Pump Station.
  - b. **Sodium Hypochlorite System Water Softener Repair (\$12,998.) – Line Item Number S535807.07, Equipment Numbers 054-11107, 054-11010, 054-11011, 054-11012, 054-16004 and 054-16005.** New carbon filters added for additional protection of newly installed Titanium plates in Hypochlorite Generation System.
2. Authorization to expend **\$0.00** on an emergency basis from repair and replacement funds (expenditures above \$25,000).

*There were no emergency purchases required this quarter.*

3. Authorization to extend the term of the contract between South Central Regional Wastewater Treatment and Disposal Board (SCRWT&DB" or "BOARD" with Florida Testing Services LLC, d/b/a XENCO LABORATORIES ("XENCO"), formally known as Genapure Analytical Services, Inc., formerly known as US Biosystems, Inc., for lab services from May 1, 2010 through July 31, 2010.

**I. ITEMS REMOVED FROM CONSENT AGENDA FOR DISCUSSION**

**MOTION TO APPROVE CONSENT AGENDA**

**J. NEW BUSINESS**

1. **Approval of Chairman, Treasurer, Executive Director, Finance Administrator, and Plant Superintendent as signatories on checks. (Two (2) signatures required on each check.)**

**2. Committee Appointments**

- a. Auditing, Budgeting, Personnel Compensation, and Grievance Committees.**

*Traditionally, the Chairman, Vice Chairman, Secretary and Treasurer have served on these Committees.*

- b. Pension Committee**

*Traditionally, the Committee consisted of two (2) Board Members, three (3) elected employees. Also included on the committee but non-voting are the Executive Director and the Board Attorney.*

- 3. Selection Committee for Engineering Services, recommended that the Committee consists of the Mayor from Boynton Beach, the Mayor from Delray Beach, Chairman of the Board, the Executive Director and the Board Attorney (Advisory).**

- a. Authorization for the Executive Director to prepare and release a Request for Qualifications (RFQ) for Engineering Services relative to general wastewater and reuse water. The RFQ shall establish evaluation and scoring procedures used in overall ranking process.**

- b. Authorization for the Engineering Selection Committee to review the RFQ submittal packages and recommend a ranking of firms to the Board based on the criteria and procedures outlined in the RFQ.**

- 4. Authorization to decrease our Reclaim User Rate for Hunters Run, Country Club of Florida, Quail Ridge, Delray Dunes and Pine Tree for Fiscal Year 2009/2010 to \$2417/1,000 gallons. (ITEM J4)**

- Previous fiscal year \$2663/1,000 gallons.**

- 5. Request for renewal of auditing services of MarcumRachlin for fiscal year ending September 30, 2010, for an estimated amount of \$37,500.00.(ITEM J5)**

- 6. Authorization to amend Rule II, Section 14 of the Board Rules as follows:**

**PART-TIME EMPLOYEE: Shall mean employees hired on a part-time basis working ~~less than (25) twenty-five~~ thirty two (32) hours or less per week and will be paid for only those hours actually worked and at the rate of pay for that job classification. Part-time employees receive no paid leave or other fringe benefits.**

***K. UNFINISHED BUSINESS***

***L. PUBLIC AUDIENCE***

***M. ADJOURNMENT***