

**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, JULY 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 AND/OR CORRECTION TO MINUTES OF REGULAR MEETING HELD APRIL 15, 2010.**
- F. REPORT OF OFFICERS, COMMITTEES AND EXECUTIVE DIRECTOR**

1. **CURRENT FINANCIAL STATEMENTS (through June 2010)**
 - a. **Balance Sheet (ITEM F1a)**
 - b. **Budget Variance & Cash Projection (ITEM F1b)**
Year-to-Date Actual

QUESTIONS

MOTION TO ACCEPT CURRENT FINANCIAL STATEMENTS

2. **EXECUTIVE DIRECTOR'S REPORT**
 - a. **Compliance and Operational Status Report (ITEM F2a)**
Third Quarter Report – Current budget year average influent flow 17.4 MGD through June. Process continues to operate well.
 - b. **DEP annual Inspection (ITEM F2b)**
DEP and the Florida Department of Health inspected the facility on May 4, 2010. Facility was found to be in full compliance.
 - c. **Biosolids Pelletization Project (ITEM F2c)**
Arbitration hearings started June 14, 2010 and lasted two weeks

Lawyers from both sides are now preparing a final summary of their positions that will be presented to the Arbitration Panel in the next few weeks. The arbitration panel will then take as much time as necessary to render a decision. The arbitration panel findings will be given to the Board at the October Board Meeting.
 - d. **Pretreatment Program (ITEM F2d)**

On June 28, 2010 the Board received a letter from Florida Department of Environmental Protection advising that they are approving the Pretreatment Program Modification for South Central Regional Wastewater Treatment and Disposal Board.
 - e. **Odor Complaint Log (April 1, 2010 through June 30, 2010) (ITEM F2e)**
Installation of new headworks odor control system 90% complete. Final startup scheduled during the week of July 20, 2010.

QUESTIONS

CITIZEN'S COMMENTS

MOTION TO ACCEPT EXECUTIVE DIRECTOR'S REPORT

3. BOARD ATTORNEY'S REPORT

a. ROGER SABERSON (ITEM F3a)

1. Secondary Clarifier Rehabilitation and Stormwater System Improvements Project
2. Insurance – General Conditions
3. Interlocal Government Agreement with Solid Waste Authority
4. Laboratory Services Contract
5. Headworks and Stormwater System Improvements Project
6. T-Mobile South LLC

MOTION TO ACCEPT BOARD ATTORNEY'S REPORT

QUESTIONS

MOTION TO ACCEPT BOARD ATTORNEY'S REPORT

4. ENGINEER'S REPORT

a. HAZEN AND SAWYER (ITEM F4a)

1. Headworks and Stormwater System Improvements
2. Deep Injection Well System
3. Secondary Clarifier Rehabilitation and Stormwater System Improvements
4. Process Blower Local Control Panel Replacement

QUESTIONS

MOTION TO ACCEPT ENGINEER'S REPORT

G. 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 **\$27,755.49** from April 6, 2010 through July 5, 2010. (Required for expenditures between \$10,000 and \$25,000)
 - a. **Sodium Hypochlorite Generator Circuit Boards \$12,049.68 – Line Item Number S535807.04, Equipment Numbers 054-11001, 054-11002, 054-11003.** Repair and replace faulty circuit boards
 - b. **Accusine Line Conditioner \$15,705.81 – Line Item Number S535807.17, Equipment Number 054-16013.** Rebuild unit to factory specs.
2. Authorization to expend **\$125,000.00** on an emergency basis from repair and replacement funds (Required for expenditures above \$25,000).

Hoffman Blowers Control Panel electronics malfunction. Existing electronic controls installed during plant expansion in 1986. Design work has begun panel construction and installation to be performed on an emergency basis.
3. Authorization to rescind **\$74,550.00** from the Board's Repair and Replacement Fund for the following items:
 - a. **Rescind unassigned contingency on Westech Engineering Contract for "A" Plant Clarifier Drive purchase (\$20,000.00)**
 - b. **Rescind unassigned contingency on Carter and VerPlanck Contract for two mechanical bar screens purchase (\$20,000.00)**
 - c. **Rescind remaining balance on Headworks and Scrubber equipment previously approved during the 2008-2009 fiscal year (\$34,550.00)**
4. Authorization to renew contract with H&H LSD, Inc. dated September 16, 2007, for and \$10.23 per cubic yard for sludge disposal services. Second year of a three renewal option.

MOTION TO APPROVE CONSENT AGENDA

H. ITEMS REMOVED FROM CONSENT AGENDA FOR DISCUSSION

I. UNFINISHED BUSINESS

J. NEW BUSINESS

1. ACCEPTANCE OF 2010/2011 WASTEWATER AND RECLAIM O&M BUDGETS AND WASTEWATER REPAIR AND REPLACEMENT EXPENDITURES. (Repair and Replacement Fund)
(ITEMS J1a through J1c)

- a. Executive Summary
- b. Salient Budget Features
- c. O & M/Reclaim Budgets
- d. Repair and Replacement
2010/2011 rate to remain \$0.1940/1,000 gallons at minimum projected flow of 16.8 MGD will produce \$1,189,608 in income.

2. AUTHORIZATION TO ESTABLISH WASTEWATER USER RATE TO CITIES FOR FISCAL YEAR 2010/2011 AS FOLLOWS: (ITEM J2)

	2010/2011
Operations & Maintenance	\$ 0.9871/1,000 GAL.
Reserves	\$ <u>0.1940/1,000 GAL</u>
TOTAL	\$ 1.1811/1,000 GAL

(See Enclosure)

3. AUTHORIZATION TO ESTABLISH RECLAIM USER RATE TO CONSUMERS (Delray, Boynton and Plant) FOR FISCAL YEAR 2010/2011 AS FOLLOWS: (ITEM J3)

\$0.1653/1,000 GALS

4. ACCEPTANCE OF 2010/2011 ORGANIZATIONAL CHART AND SALARY RANGE REVISION (ITEMS J4a, J4b and J4c)

- a. Organizational Chart
- b. Salary Ranges
No changes to salary ranges proposed; same as 2009/2010 budget year.
- c. Water Quality/Pretreatment Coordinator Job Description

5. **AUTHORIZE, BUT NOT REQUIRE THE EXECUTIVE DIRECTOR TO ENTER INTO CONTRACT WITH GARNEY COMPANIES, INC. IN THE AMOUNT OF \$1,708,000 SUBJECT TO ALL PROVISIONS OF THE CONTRACT DOCUMENTS, FOR THE SECONDARY CLARIFIER REHABILITATION AND STORMWATER IMPROVEMENTS. TO BE FUNDED THROUGH THE BOARD'S REPAIR AND REPLACEMENT FUND. (ITEM J5)**

6. **AUTHORIZATION TO APPROVE HAZEN AND SAWYER'S WORK ORDER 10-001 FOR THE CONSTRUCTION SERVICES FOR THE SECONDARY CLARIFIER REHABILITATION AND STORMWATER IMPROVEMENTS IN THE AMOUNT NOT TO EXCEED \$147,470. TO BE FUNDED THROUGH THE BOARD'S REPAIR AND REPLACEMENT FUND. (ITEM J6)**

7. **AUTHORIZE, BUT NOT REQUIRE THE EXECUTIVE DIRECTOR TO ENTER INTO CONTRACT WITH ADVANCED ENVIRONMENTAL LABORATORIES, INC. IN THE AMOUNT OF \$65,037.00 SUBJECT TO ALL PROVISIONS OF THE CONTRACT DOCUMENTS, FOR LABORATORY SERVICES (ITEM J7)**

Contract is for a period of two years with the option to renew for two one-year renewal periods.

Bid Opening on July 7, 2010. Bid results are as follows:

Laboratory	Acknowledgement of Addendum No. 1 Page 10 ITB/GC	Bid Price
Advanced Environmental Laboratories, Inc.	Yes	\$65,037.00
XENCO Laboratories	Yes	\$70,233.00
Florida-Spectrum Environmental Services, Inc.	Yes	\$80,773.45

8. **MOTION TO APPROVE AMENDMENT NUMBER TWO TO THE SOUTH CENTRAL REGIONAL WASTEWATER TREATMENT AND DISPOSAL BOARD'S RETIREMENT PLAN. (ITEM J8)**

Pension Committee meeting relative to the Plan's hardship provision, was held on Thursday, June 24, 2010. Pension Committee took the following action:

MOTION TO APPROVE AMENDMENT NO. 2 TO THE SOUTH CENTRAL REGIONAL WASTEWATER TREATMENT AND DISPOSAL BOARD RETIREMENT PLAN.

Motion was made by Commissioner Marlene Ross and seconded by Commissioner Angeleta Gray. Motion passed 5-0.

9. MOTION TO APPROVE THE ENGINEERING SERVICES SELECTION COMMITTEE'S RANKINGS. (ITEM J9)

Engineering Services meeting to be held on July 12, 2010 – rankings to be distributed at the July 15, 2010 Board Meeting.

10. MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO ENTER INTO CONTRACT DISCUSSIONS WITH _____ RELATIVE TO GENERAL ENGINEERING CONSULTING SERVICES.

11. AUTHORIZATION TO AMEND RULE IV, SECTION 13 AND SECTION 14 OF THE BOARD RULES AS FOLLOWS:

SECTION 13. ~~SUPPLEMENT FOR OPERATIONS FOREMAN:~~ CHIEF OF OPERATIONS. Operator who is assigned the responsibility of and designated as the ~~"Operations Foreman"~~ "Chief of Operations" by the Executive Director shall be entitled to a supplement equal to ~~ten~~ five percent (~~40%~~ 5%) of their base hourly pay during the time they are designated as ~~"Operations Foreman"~~ "Chief of Operations".

SECTION 14. ~~SUPPLEMENT FOR MAINTENANCE FOREMAN~~ CHIEF OF MAINTENANCE: Mechanic who is assigned the responsibility of and designated as the ~~"Maintenance Foreman"~~ "Chief of Maintenance" by the Executive Director shall be entitled to a supplement equal to ~~ten~~ five percent (~~40%~~ 5%) of their base hourly pay during the time they are designated as ~~"Maintenance Foreman"~~ "Chief of Maintenance".

12. AUTHORIZATION TO APPROVE THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION SUBMERGED LAND (OCEAN OUTFALL) EASEMENT. (ITEM J-12)

The FDEP Operating Permit that was issued to the Board on July 28, 2009 contained an order in the "Compliance Schedule" requiring the Board to obtain a valid State Lands Authorization/Easement from the State within one year from the issuance date of the Permit/Administrative Order. Failure to obtain this Authorization/Easement shall constitute a violation of the Order.

13. **AUTHORIZATION TO ALLOW THE CITY OF DELRAY BEACH TO TAP INTO THE BOARD'S OCEAN OUTFALL LINE AT SOUTHWEST THIRD STREET AND SOUTHWEST SECOND AVENUE. POINT OF CONNECTION TO BE PUT IN SERVICE AFTER AMENDED INTERLOCAL AGREEMENT IS FINALIZED.**

Interlocal Agreement between the Board and the City of Delray Beach will be amended to reflect the new point of connection. Tie-in is to be similar in scope to the point of connection #2 tie-in at the Delray Beach Reclaim Booster Pump Station.

K. PUBLIC AUDIENCE

L. ADJOURNMENT