

# 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 21, 2011  
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 (ITEM C)**  
*Proof of Meeting was posted at both City Halls on July 12, 2011 and is included in agenda packet.*
  - D. ADDITIONS AND/OR DELETIONS TO AGENDA**
  - E. ACCEPTANCE AND/OR CORRECTION TO MINUTES OF REGULAR MEETING HELD MAY 5, 2011.**
- MOTION TO ACCEPT MINUTES OF MEETING HELD MAY 5, 2011**
- F. REPORT OF OFFICERS, COMMITTEES AND EXECUTIVE DIRECTOR**

**1. CURRENT FINANCIAL STATEMENTS (through June 30, 2011)**

**a. Balance Sheet (ITEM F1a)**

**Current Financial Position**

Cash on Hand	\$ 769,222
Accounts Receivable from Cities	\$ 412,509
Repair and Replacement Cash	\$ 3,093,384
Repair and Replacement Committed	\$ 1,385,012
Repair and Replacement Available	\$ 1,708,372

**b. Budget Variance & Cash Projection (ITEM F1b)**

<b>PLANT O&amp;M</b>					
<b>Item</b>	<b>Revenues</b>		<b>Item</b>	<b>Expenditures</b>	
	<b>Budgeted</b>	<b>Projected</b>		<b>Budgeted</b>	<b>Projected</b>
User Charges	\$6,052,731	\$5,390,9887	Personnel	\$ 1,561,188	\$ 1,519,888
			Services	\$ 1,680,000	\$ 1,483,495
			O&M	\$ 2,002,543	\$ 1,788,178
			Chemicals and Supplies	\$ 714,000	\$ 672,891

\*Projected revenues versus projected expenses shortfall of (\$81,040.).

<b>RECLAIM O&amp;M</b>					
<b>Item</b>	<b>Revenues</b>		<b>Item</b>	<b>Expenditures</b>	
	<b>Budgeted</b>	<b>Projected</b>		<b>Budgeted</b>	<b>Projected</b>
User Charges	\$1,082,882	\$1,074,162	Personnel	\$ 155,000	\$155,281
			Services	\$ 67,285	\$ 47,274
			O&M	\$ 549,000	\$452,607
			Chemicals and Supplies	\$ 272,010	\$248,574

\*Projected revenues versus projected expenses credit of \$170,176

**QUESTIONS**

**MOTION TO ACCEPT CURRENT FINANCIAL STATEMENTS**

## 2. EXECUTIVE DIRECTOR'S REPORT

**a. Compliance and Operational Status Report (ITEM F2a)**  
*Third Quarter Report*

*The Plant average flow for FY 2010/2011 is 15.33 MGD. Of this flow, Delray's flow was 6.43 MGD accounting for 42% and Boynton Beach's flow was 8.90 MGD accounting for 58%.*

*Two of our main operating parameters used to determine how effectively the Plant is operating are total Suspended Solids (TSS) and Carbonaceous Biological Oxygen Demand (CBOD)*

*Our average TSS and CBOD were 0.64 and 1.92 mg/L well under the limits required by FDEP Operating Permit.*

**b. SWA (ITEM F2b)**

*South Central Regional along with the original participants commissioned the Solid Waste Authority to perform a landfill gas and cost analysis to determine the impact of adding another municipality. Aside from the return of a portion our initial capital investment, the analysis indicated a significant decrease in our future O&M costs could be achieved through the installation of a dual-fuel blender. The blender is estimated to cost approximately \$500,000 with \$100,000 or 20% of the actual cost being the responsibility of the Board. The estimated savings over a 20-year period, to the group collectively, is approximately \$6.3M with the Board achieving 20% of the total savings.*

**c. The Board received a safety dividend check from the Zenith Insurance Company in the amount of \$3,033.00 due to a good Workers Compensation loss experience for fiscal year 2009/2010. (ITEM F2c)**

*The Board experienced one minor claim for the fiscal year. Our continued good safety record resulted in 8.5% premium return.*

**d. Pretreatment Program (ITEM F2d)**

*On June 22, 2011, I had a meeting with representatives of Boynton Beach and Delray Beach regarding the proposed changes to the Industrial Pretreatment Agreement. Copies of the Agreement along with suggested revisions to their respective Sewer Use Ordinances were distributed to them at that time. I have asked for comments from both cities to be returned to the Board by July 15, 2011. A draft of these documents is due by*

August 6, 2011 to the Florida Department of Environmental Protection for their review.

- e. **Odor Control Update (May 5, 2011 through July 8, 2011)** (ITEM F2e)

Overall we had a good second quarter. We had eight odor complaints over 67 days. Laboratory analyses of airstream samples and liquid sludge samples have resulted in us hopefully having identified the intermittent odor that is being created by the sludge dewatering process. All changes that could be made to help minimize the odor have been made and we have seen positive results. Pilot testing will begin shortly in an effort to help identify a permanent solution.

### **QUESTIONS**

### **CITIZEN'S COMMENTS**

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

#### **3. BOARD ATTORNEY'S REPORT**

- a. **ROGER SABERSON** (ITEM F3a)

1. **Headworks and Stormwater System Improvements Project**
2. **Sludge Hauling**
3. **Secondary Clarifier and Stormwater System Improvements Project.**

### **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. **Secondary Clarifier Rehabilitation and Stormwater System Improvements**
3. **Solids Handling Odor Control**

### **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 **\$41,303.48** from May 6, 2011 through July 5, 2011. (Required for expenditures between \$10,000 and \$25,000)
  - a. **Rebuild Distribution Pump #3 (\$21,997.41) Line Item Number S-535807.74, Equipment Number 043-11103.**
  - b. **Replace 2008 Chevy Impala with 2011 Ford Explorer (\$19,306.07) Line Item Number S-535807.77, Equipment Numbers 067-024 and 067-025.**
2. Authorization to expend \$ 000.00 on an emergency basis from repair and replacement funds (Required for expenditures above \$25,000).  
 No emergency purchases occurred this quarter.

**MOTION TO APPROVE CONSENT AGENDA**

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

**I. UNFINISHED BUSINESS**

**J. NEW BUSINESS**

1. **ACCEPTANCE OF 2011/2012 WASTEWATER O&M AND RECLAIM O&M BUDGETS. (ITEMS J1a THROUGH J1c)**
  - a. Executive Summary
  - b. Salient Budget Features
  - c. O & M/Reclaim Budgets

**MOTION TO ACCEPT NEW BUSINESS ITEMS J1a THROUGH J1c**

2. **AUTHORIZATION TO ESTABLISH WASTEWATER USER RATE (O&M AT \$0.9871/1,000 GAL AND RESERVES AT \$0.1940/1,000 GAL) TO DELRAY BEACH AND BOYNTON BEACH FOR FISCAL YEAR 2011/2012: (ITEM J2)**

	<b>2011/2012</b>
Operations & Maintenance 16.0 MGD will produce \$5,764,575 in revenue.	\$ 0.9871/1,000 GAL
Reserves for Repair and Replacement 16.0 MGD will produce \$1,132,960 in revenue.	\$ <u>0.1940/1,000 GAL</u>
<b>TOTAL</b>	<b>\$ 1.1811/1,000 GAL</b>

**MOTION TO APPROVE NEW BUSINESS ITEM J2**

3. **AUTHORIZATION TO ESTABLISH RECLAIM USER RATE AT \$0.18643/1,000 GAL TO CONSUMERS DELRAY BEACH, BOYNTON BEACH AND SOUTH CENTRAL REGIONAL FOR FISCAL YEAR 2011/2012:**  
(ITEM J3)

**MOTION TO ACCEPT NEW BUSINESS ITEM J3**

4. **ACCEPTANCE OF 2011/2012 ORGANIZATIONAL CHART AND SALARY RANGE REVISION** (ITEMS J4a, J4b)
- a. *Organizational Chart*
- b. *Salary Ranges*  
*Laboratory Coordinator position changed from Pay Grade IV to Pay Grade V.*

No changes to salary ranges proposed; same as 2010/2011 budget year.

**MOTION TO ACCEPT NEW BUSINESS ITEMS J4a, J4b**

5. **AUTHORIZE, BUT NOT REQUIRE THE EXECUTIVE DIRECTOR TO ENTER INTO CONTRACT WITH H&H LIQUID SLUDGE IN THE AMOUNT OF \$10.00 PER WET TON SUBJECT TO ALL PROVISIONS OF THE CONTRACT DOCUMENTS, FOR SLUDGE HAULING** (ITEM J5)

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

Bid Opening was held on July 8, 2011. Bid results are enclosed in Item J5

**MOTION TO ACCEPT NEW BUSINESS ITEM J5**

**K. PUBLIC AUDIENCE**

**L. ADJOURNMENT**