

**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, MAY 5, 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)**
- D. ADDITIONS AND/OR DELETIONS TO AGENDA**
- E. ACCEPTANCE OR CORRECTIONS TO MINUTES OF MEETING HELD JANUARY 20, 2011. (ITEM E)**
- F. ELECTION OF OFFICERS (CHAIRMAN, VICE-CHAIRMAN, SECRETARY, TREASURER).**

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

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

Chairman (Boynton Beach)

Vice Chairman (Delray Beach)

Secretary (Boynton Beach)

Treasurer (Delray Beach)

G. REPORT OF OFFICERS AND COMMITTEES

1. CURRENT FINANCIAL STATEMENTS

a. Balance Sheet (through March, 2011) (ITEM G1a)

Current Financial Position

Cash on Hand	\$ 923,669
Accounts Receivable from Cities	\$ 490,964
Excess Return Due to Cities	\$ 394,234
Repair and Replacement Cash	\$ 3,795,963
Repair and Replacement Committed	\$ 2,206,959
Repair and Replacement Available	\$ 1,589,004

b. Budget Variance & Cash Projection (through March 2011) (ITEM G1b)

PLANT O&M

Revenues			Expenditures		
Item	Budgeted	Projected	Item	Budgeted	Projected
User Charges	\$6.052M	\$5.502M	Personnel	\$1.56M	\$1.553M
			Services	\$1.68M	\$1.537M
			O&M	\$2.00M	\$1.822M
			Chemicals and Supplies	\$ 714K	\$ 699K

Driest winter on record in addition to reduced potable water demand has caused influent flow to be significantly below our historical average.

*Projected revenues versus projected expenses (-\$106,533).

RECLAIM O&M

Revenues			Expenditures		
Item	Budgeted	Projected	Item	Budgeted	Projected
User Charges	\$1.082M	\$1.051M	Personnel	\$155K	\$152K
			Services	\$ 67K	\$ 52K
			O&M	\$549K	\$478K
			Chemicals and Supplies	\$272K	\$254K

*Projected revenues versus projected expenses \$112,971.

c. Return of excess for the 2009/2010 Fiscal Year budget. (ITEM G1c)

Motion to return the remaining 50% excess for the 2009/2010 Fiscal Year in the amount of \$ 219,216.00 to Boynton Beach and \$ 175,018.00 to Delray Beach.

The initial return occurred on February 17, 2011. Boynton Beach received \$ 219,216.00; City of Delray Beach received \$ 175,018.00

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

The Plant average flow for FY 2010/2011 is 15.72 MGD. Of this flow, Delray's flow was 6.61 MGD accounting for 42% and Boynton Beach's flow was 9.11 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 0.66 and 2.17 mg/L well under the limits required by FDEP Operating Permit.

b. Florida Department of Environmental Protection Industrial Pretreatment Update (ITEM G2b)

In May 2010, the FDEP made revisions to F.S. 62-625 the Industrial Pretreatment Statute. We are being required to review our Industrial Pretreatment Agreement and both cities to modify as necessary in order to comply. Our Industrial Pretreatment Consultant, Mathews Consulting, Inc., is performing a review and will provide draft comments to both cities within 90 days and draft comments to FDEP by August 6, 2011. Please see Item G2b.

c. Biosolids Pelletization Project (ITEM G2c)

A settlement agreement between SWA and NEFCO/HDR has been tentatively reached for \$2.2M. The original claim was \$4.8M. A final change order to close out project will result in the Board being invoiced for approximately \$827,000. Each city will be responsible for approximately \$413,000. Each City has been notified. Please see Item G2c.

d. Deep Injection Well Permit (ITEM G2d)

On March 3, 2011, a public meeting was held here at the Board to take comments on the Operating Permit that is scheduled to be issued for the Board's Deep Injection Well. The permit will be a five-year permit. Please see Item G2d.

e. South Florida Water Management District (SFWMD) - Palm Beach County Water Academy (ITEM G2e)

In October 2011, the SFWMD is conducting its first ever Water Resource Academy. The Academy will be for selected elected officials in Palm Beach County. They have selected us as a utility they would like to showcase on a tour during this period. We consider it an honor to be asked and have accepted the invitation to participate. Board members will be notified of details and are welcome to represent the Board on the tour.

f. Odor Complaint Log (January 11, 2011 – March 31, 2011) (ITEM G2f)

- *During the last quarter there were 34 odor complaints over 15 days made to the South Central Office.*

Two major events caused the build up of biosolids (sludge) at the facility.

1. *On January 28, 2011, the Pelletization Plant had a mechanical failure and was down for approximately one week.*
2. *On February 18, 2011, the Board's facility experienced a mechanical failure to Centrifuge #3. See summary of events in Item G2f.*

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. **Secondary Clarifier Rehabilitation and Stormwater System Improvements**
4. **Process Blower Local Control Panel Replacement**
5. **Solids Handling Odor Control System**

QUESTIONS

MOTION TO ACCEPT ENGINEER'S REPORT

4. BOARD ATTORNEY'S REPORT

- a. **ROGER SABERSON** (ITEM G4a)
1. **Headworks and Stormwater System Improvements Project.**
 2. **Solid Waste Authority.**
 3. **Attendance at Board Meetings by electronic means.**
 4. **Deep Injection Well.**
 5. **Secondary Clarifier and Stormwater System Improvements Project.**
 6. **Hazen and Sawyer Work Order.**

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 **\$ 28,950.52** from January 31, 2011 through March 31, 2011. (Required for expenditures between \$10,000 and \$25,000)
 - a. **Replaced Blower #5 Motor Rewind – (estimated \$13,000). Line Item Number S535807.59, Equipment Number 023-11005. Motor tested bad requiring a rewind.**
 - b. **Replaced Centrifuge #3 Gearbox - \$15,950.52. Line Item Number S535806.164, Equipment Number 030-11006. Changed out gearbox on an emergency basis due to mechanical failure.**
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.

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. **AUTHORIZATION TO APPROVE HAZEN AND SAWYER'S WORK ORDER 11-001 FOR ENGINEERING DESIGN, PERMITTING AND BIDDING SERVICES FOR THE REPLACEMENT OF THE UNDERGROUND DUCTILE IRON PROCESS AIR PIPE, ASSOCIATED WITH THE FACILITY'S REPAIR AND REHABILITATION PROGRAM IN THE AMOUNT NOT TO EXCEED \$55,770. TO BE FUNDED THROUGH THE BOARD'S REPAIR AND REPLACEMENT FUND. (ITEM J3)**

The main air distribution line that feeds both "A" Plant and "B" Plant has deteriorated to the point it is in serious need of replacement. Only those areas that are below ground are scheduled to be replaced at this time. The line provides oxygen to the microorganisms in the aeration basin that are mainly responsible for the treatment process. The lines were simultaneously installed in 1991.

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 2010/2011 TO \$,2000/1,000 GALLONS.(ITEM J4)**

- **PREVIOUS FISCAL YEAR \$,2417/1,000 GALLONS.**

The five original golf course customers have a cost formula that requires adjustment of their usage rate annually. It essentially averages the past 24 months operating cost and is applied to the current fiscal year. Due to increased volume through the reclaim plant due to the deep injection well process, the adjusted rate this year would be \$,1686/1,000 gallons. However, due to their contract structure their rate cannot go below \$,20/1,000 gallons

K. UNFINISHED BUSINESS

L. PUBLIC AUDIENCE

M. ADJOURNMENT