

**Minutes of the Quarterly Meeting of the
South Central Regional Wastewater Treatment and Disposal Board
Held on April 16, 2009 at the Treatment Plant
1801 North Congress Avenue, Delray Beach, FL 33445**

Present

Boynton Beach

Mayor Jerry Taylor
Chairman Woodrow Hay
Commissioner Jose Rodriguez

Delray Beach

Chairman Gary Eliopoulos
Commissioner Nelson McDuffie
Commissioner Mackenson Bernard
Commissioner Fred Fetzer
Commissioner Adam Frankel

A. CALL TO ORDER

Chairman Eliopoulos was running late; therefore the meeting was called to order by Secretary McDuffie at 5:04 p.m.

B. ROLL CALL

Roll call was performed and a quorum was present

C. PROOF OF NOTICE OF MEETING

Mr. Coates confirmed that the notices were posted at both City Halls.

D. ADDITIONS AND/OR DELETIONS TO AGENDA

There were no additions or deletions to the Agenda.

E. ACCEPTANCE AND/OR CORRECTION TO MINUTES OF REGULAR MEETINGS HELD JANUARY 15, 2009.

MOTION WAS MADE BY MAYOR TAYLOR TO ACCEPT MINUTES; MOTION WAS SECONDED BY COMMISSIONER HAY. MOTION CARRIED 7-0

F. ELECTION OF OFFICERS (CHAIRMAN, VICE-CHAIRMAN, SECRETARY, TREASURER).

Secretary McDuffie conducted the election of officers.

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

MOTION TO ELECT WOODROW HAY AS CHAIRMAN WAS MADE BY MAYOR TAYLOR; MOTION WAS SECONDED BY COMMISSIONER FETZER. MOTION CARRIED 7-0.

At this time, 5:06 p.m., Commissioner Eliopoulos arrived at meeting.

MOTION TO ELECT GARY ELIOPOULOS AS VICE CHAIRMAN WAS MADE BY COMMISSIONER MACKENSON; MOTION WAS SECONDED BY COMMISSIONER FRANKEL. MOTION CARRIED 8-0.

MOTION TO ELECT FRED FETZER AS TREASURER WAS MADE BY COMMISSIONER MACKENSON; MOTION WAS SECONDED BY COMMISSIONER FRANKEL. MOTION CARRIED 8-0.

MOTION TO ELECT JOSE RODRIGUEZ AS SECRETARY WAS MADE BY MAYOR TAYLOR; MOTION WAS SECONDED BY COMMISSIONER HAY. MOTION CARRIED 8-0.

At this point, Chairman Hay assumed the Chair position.

G. REPORT OF OFFICERS, COMMITTEES AND EXECUTIVE DIRECTOR

1. CURRENT FINANCIAL STATEMENTS

a. Balance Sheet (through March, 2009) ITEM G1(a)

Mr. Coates explained that on March 5, 2009 excess funds from the 2007/2008 Budget of \$522,405 were returned to the Cities.

City of Boynton Beach \$307,540.
City of Delray Beach \$214,865

It was stated that at the present time, the Board has \$ 587,000 in cash plus an additional \$ 536,000 in accounts receivable from the Cities which the Board will be receiving within the next few days. The Board averages \$500,000 a month for expenditures; therefore, there will be sufficient cash to pay the bills for this month. At the present time, the Board has \$ 3.5M in Repair and Replacement account; of this amount, \$1.854 M is currently encumbered on various plant projects; leaving us with \$1.648 M available in R&R account. This account provides the Board with funds for projects under contract and additional repairs that will be needed in the near future.

b. Budget Variance & Cash Projection (through March, 2009) ITEM G1(b)

PLANT O&M

Mr. Coates went through the following revenues and expenditures for the Plant O&M.

Revenues from usage were budgeted for \$6.117 M and the projected revenue for this fiscal year is \$ 5.898 M. We have reduced the estimated revenue to \$5,898,000 due to the decrease in monthly average flows. Flows have decreased from 16.8 MGD to 16.2 MGD.

Expenditures in personnel were budgeted at \$1.595 M and the projected amount is \$1.529 M.

Expenditures in services were budgeted at \$1.235 M and the projected amount is \$1.00 M.

Expenditures in Operations and Maintenance were budgeted at \$2.309 M and the projected amount is \$1.990 M.

Expenditures in Chemicals and Supplies were budgeted at \$891,000 and the projected amount is \$923,787.

Overall revenues over expenditures as of March 31, 2009 are \$372,304.

Mr. Coates stated that later, in the Consent Agenda, he would be requesting a budget transfer affecting the three areas marked in green. Pelletization fees would be reduced \$245,000 to cover \$130,000 in additional hauling costs and a line item under chemicals for Lime would increase \$115,000. He explained that this is all due to the Pelletization Plant being delayed from January 1, 2009 to the projected June 1, 2009.

RECLAIM O&M

Mr. Coates explained that revenues for the Reclaim O&M were budgeted for \$1.141M and the projected revenue for this fiscal year is \$962,000. The revenues are projected slightly lower due to the deepwell startup delay from October 1, 2008 to April 1, 2009.

Expenditures in personnel were budgeted at \$118,000 and the projected amount is \$128,788.

Expenditures in services were budgeted at \$65,000 and the projected amount is \$57,711.

Expenditures in Operations and Maintenance were budgeted at \$588,000 and the projected amount is \$478,677.

Expenditures in Chemicals and Supplies were budgeted at \$247,000 and the projected amount is \$225,378.

Overall revenues over expenditures are estimated at \$70,000.

c. Capital Projects - Estimated Cash Flow Requirements (ITEM G1c)

Mr. Coates explained that the remaining major projects which comprise our Capital Projects and Cash Projections consist of the Solid Waste Authority Pelletization Project, the 24-MGD Reclaim Project and Deepwell installation. The Cash Projections to complete these projects in 2008/2009 is anticipated to be \$1,545,251.

Mayor Taylor complemented the Plant on how smoothly the transition to the Deep Injection Well went.

QUESTIONS

2. EXECUTIVE DIRECTOR'S REPORT

a. Compliance and Operational Status Report ITEM G2(a)

Second Quarter Report

Mr. Coates explained that the Plant average flow for FY 2008/2009 is 16.24 MGD. Of this flow, Delray's flow was 6.88 MGD accounting for 42% and Boynton Beach's flow was 9.36 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 12.98 and 4.92 mg/L well under the limits required by FDEP Operating Permit.

b. Odor Complaint Log (Since January Board Meeting) ITEM G2(b)

During the last quarter there have been five odor complaints made to the South Central Office. Mr. Coates explained that these were all made during the month of February when the Plant had work going on in the Headworks Building and the building had to remain open for the workers.

c. Biosolids Pelletization Project ITEM G2(c)

Mr. Coates shared the progress report we received from SWA on the Pelletization Facility. The Facility is 95% complete and they are preparing the as-builts and final drawings to be submitted to the City. It is anticipated that hauling will begin on June 1, 2009.

Mr. Coates extended the invitation from the Solid Waste Authority of Palm Beach County to the Board to attend a meeting that the SWA is hosting for all participants of the Biosolids Processing Facility. The meeting will be held in the SWA Auditorium, April 23, 2009 from 9:30 to 11:30 a.m. The schedule

includes a NEFCO slide presentation explaining system operations, SWA presentation to include delivery instructions, and an open forum question and answer period followed by a hard hat tour of the facility.

d. *Boynton Beach Reuse Agreements* ITEM G2(d)

Mr. Coates reviewed the Boynton Beach Reuse Agreement that the City was requesting. He stated that on February 12, 2009 the Board received a proposed Interlocal Agreement between the City of Boynton Beach and the South Central Board; after the proposed Agreement was reviewed by the Board Attorney, Roger Saberson, and Mr. Coates, a revised Agreement was prepared and sent to the City of Boynton Beach on March 25, 2009. There have been conversations with the cities of Boynton Beach and Delray Beach as to some of the provisions in the Agreement.

Mr. Coates explained that this Agreement is for a period of two years that enables the Board to deliver to the City of Boynton Beach up to 1.31 MGD of reclaimed water. The daily delivery volume in the Agreement was established in order to allow the City of Boynton Beach to complete Phase I of their reuse distribution system. The two year term of the Agreement was established to allow the Board to participate in future discussions with the City of Delray Beach and the City of Boynton Beach in regards to overall allocation of the Board's reclaim water. Both cities have differing views on distribution on how the allocation of reclaim water shall occur.

Mr. Bressner stated that he agreed that the Agreement was good and that we will need to set up a meeting with the golf courses to discuss their usage. Mr. Hasko agreed and stated that the Cities to start talking with each other as well as the golf courses.

e. *Draft DEP Operating Permit* ITEM G2(e)

Mr. Coates stated that a draft permit had been issued. He explained that a notice was published in the Palm Beach Post indicating that a public meeting would be held on May 14, 2009 at 2:00 p.m. He thanked the City of Delray Beach for being kind enough to allow us to use their conference room at the Environmental Services building located at 434 South Swinton Avenue to hold the meeting.

Mr. Coates explained that the most important aspect of the Draft Permit is the Administrative Order accompanying the permit (5 pages from the end). The findings of Facts #4 and #5 highlight the requirement of the Board to continually implement its reuse program. In 2008 a law was passed that required all utilities on that date that had an active ocean outfall be required to reuse 60% of the facility's actual flow no later than December 31, 2025. The estimate in order for us to achieve this requirement is an additional 8 MGD of reuse water.

f. Ocean Outfall Repair

ITEM G2(f)

Mr. Coates reported to the Board that on January 16, 2009 at approximately 1:00 p.m. the Board was notified by Delray Beach that there was a leak at the Atlantic Avenue/Delray Bridge at the Intracoastal. It was determined to be the Board's secondary ocean outfall; at which time, we contacted all regulatory agencies to inform them of the leak. In conjunction with this call, we placed a call to Chaz Equipment so that they could begin repairs as soon as permission was granted.

An exploratory dig was done the following Monday, January 19 to assess the conditions; at which time, it was determined that dewatering equipment and shoring was needed for the repair.

After it was determined that a permit would not be required, Chaz began the repairs. Repair was completed at 2:00 p.m. on Wednesday, January 21, 2009

In order to ensure that no water went into the Intracoastal, Mr. Coates requested permission to use the deepwell and permission was granted.

g. Injection Well Permit Testing

ITEM G2(g)

Mr. Coates explained that on March 11, 2009, the Board received a letter authorizing South Central to commence with the Operational Testing of the Injection Well. Startup commenced on the Deep Injection well Wednesday, April 1. Simultaneously the Board's Ocean Outfall was closed and will now only be used in the future for severe wet weather conditions, mechanical integrity testing and when secondary treated water does not meet high level disinfection standards.

It is anticipated that operational testing will continue for a minimum of six months as required by permit. An operating permit application will then be prepared and submitted to FDEP with the six months (minimum) of operating data. Provided data satisfies the criteria established by DEP it is anticipated that an operational permit will be issued.

Commissioner Eliopoulos asked Mr. Coates if he ever foresaw a time when we would not have to use the deepwell and Mr. Coates replied no.

h. 24-MGD Expansion

ITEM G2(h)

Mr. Coates stated that successful startup of effluent filters, emergency generator, reclaimed water transfer pumps, deepwell injection/reclaimed water distribution pumps and all outstanding systems/subsystems since the last Board meeting occurred throughout February and March 2009. Construction activities for this project are complete. The contractor punchlist items are being performed with project closeout documentation anticipated to be completed by the end of May 2009.

QUESTIONS

CITIZEN'S COMMENTS

Mr. Jerry Sadofsay, of The Pines, stood and commented that he had good news – there were no complaints for the months of March and April and that they were very pleased.

ACCEPTANCE OF EXECUTIVE DIRECTOR'S REPORT

MOTION MADE BY MAYOR TAYLOR; MOTION WAS SECONDED BY COMMISSIONER MCDUFFIE. MOTION CARRIED 8-0.

3. BOARD ATTORNEY'S REPORT

There was no report from the Board Attorney.

4. ENGINEER'S REPORT

a. HAZEN AND SAWYER

ITEM G4(a)

- 1. Deep Injection Well Construction Update**
- 2. Reclaim Water System Expansion to 24-MGD Construction**
- 3. RAS Sludge Headworks Upgrade Construction**
- 4. (FY 2008/2009) R&R Projects Update**

QUESTIONS

ACCEPTANCE OF ENGINEER'S REPORT

MOTION MADE BY COMMISSIONER MCDUFFIE; MOTION WAS SECONDED BY MAYOR TAYLOR. MOTION CARRIED 8-0.

MOTION TO APPROVE ENGINEER'S REPORT

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

1. Authorization to close the remaining balance of \$24,237.94 of the \$50,000 that was previously authorized on July 20, 2006 for miscellaneous items (soil and concrete testing, permits, legal issues, equipment protection) for construction of the Reclaim Expansion.
2. Line Item Transfer Report

From:	To:	Description
5353409 Sludge Pelletization	5353410 Sludge Hauling	SWA Pelletization Project
\$465,000 – 245,000 = \$220,000	\$352,000 + 130,000 = \$482,000	Anticipated start date December 2008; moved to June 2009
	53552102 Chemicals: Lime	Reclass associated costs
	\$60,000 + 115,000 = \$175,000	To reflect time variance

3. Authorization to expend \$71,296.02 on an emergency basis from repair and replacement funds to:
 - a. **Repair Effluent Pump #5 \$4,269.95. Line Item Number S535806.118; Equipment No. 014-11102.**
Oil leak, motor was rebuilt
 - b. **Repair ocean outfall 24-inch DIP pipe \$36,963.38. Line Item Number S535806.119; Equipment No. 070 10000**
Hole in bottom of 24-inch ocean outfall line – Line was repaired
 - c. **Repair Main #1 switchgear in Blower Building \$8,612.27. Line Item Number S535806.120; Equipment No. 023 16003**
During testing, it was determined that breaker did not function properly– Unit was rebuilt
 - d. **Repair meter for H₂S Scrubber \$1,165.00. Line Item Number S535806.121; Equipment No. 020 17001**

Meter failed to power up after power outage – Unit was repaired and calibrated.

- 3. Replaced scrubber A&B pulley system \$1,341.68. Line Item Number S535806.122; Equipment No. 021 15001 and 022 15001**
Fan pulleys were installed in 1991 and were worn out – Pulleys were replaced.
- 4. Repair concrete restoration filter clearwell \$12,203.00. Line Item Number S535806.123; Equipment No. 040 10000**
Original clearwell floor had deteriorated – Floor was repaired
- 5. Replaced H₂S Scrubber pH sensor \$3,009.95 Line Item Number S535806.124; Equipment No. 020 17002**
Unit had deteriorated from the harsh environment and would no longer hold calibration – Unit was replaced.
- 6. Replaced Effluent Pump Station #2 breaker \$3,000.00. Line Item Number S535806.125; Equipment No. 014 16015**
During testing, it was determined that breaker did not function properly – Unit was replaced with a rebuilt unit.
- 7. Repair Reclaim PLC fiber optic switch \$730.79. Line Item Number S535806.126; Equipment No. 040 17002**
Fiber optic switch used for Plant SCADA system communication failed – diagnosed and repaired.

4. *Authorization to extend the term of the contract with Genapure Corporation for lab services from May 1, 2009 through July 31, 2009. Original contract term was October 19, 2007 through September 30, 2008 and extended from October 1, 2008 through January 29, 2009 and again from January 30, 2009 through April 30, 2009.*

I. ITEMS REMOVED FROM CONSENT AGENDA FOR DISCUSSION

MOTION TO APPROVE CONSENT AGENDA

MOTION MADE BY COMMISSIONER ELIOPOULOS; MOTION WAS SECONDED BY COMMISSIONER RODRIGUEZ. MOTION CARRIED 8-0.

J. UNFINISHED BUSINESS

K 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.)***

MOTION MADE BY COMMISSIONER RODRIGUEZ; MOTION WAS SECONDED BY MAYOR TAYLOR. MOTION CARRIED 8-0.

2. ***Committee Appointments***

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

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

MOTION MADE BY COMMISSIONER BERNARD TO MAINTAIN STATUS OF COMMITTEES THEREBY APPOINTING CHAIRMAN HAY, VICE CHAIRMAN ELIOPOULOS, SECRETARY RODRIGUEZ AND TREASURER FETZER; MOTION WAS SECONDED BY MAYOR TAYLOR. MOTION CARRIED 8-0.

- b. ***Pension Committee***

Traditionally, the Committee consisted of:

Two (2) Board Members

Three (3) Elected Employees

Board Attorney]

Non-voting

Executive Director]

MOTION MADE BY MAYOR TAYLOR TO APPOINT COMMISSIONER ROSS AS ONE OF THE PENSION BOARD COMMITTEE MEMBERS; MOTION WAS SECONDED BY COMMISSIONER ELIOPOULOS. MOTION CARRIED 8-0.

MOTION MADE BY COMMISSIONER ELIOPOULOS TO APPOINT COMMISSIONER FETZER AS THE OTHER PENSION BOARD COMMITTEE MEMBER; MOTION WAS SECONDED BY COMMISSIONER MCDUFFIE. MOTION CARRIED 8-0.

4. *Authorization to increase our Reclaim User Rate for Hunters Run, Country Club of Florida, Quail Ridge, Delray Dunes and Pine Tree for Fiscal Year 2008/2009 to .2663/1,000 gallons.*

**MOTION MADE BY MAYOR TAYLOR; MOTION SECONDED BY COMMISSIONER MCDUFFIE.
MOTION CARRIED 8-0.**

5. *Authorization to enter into an Agreement with the City of Boynton Beach for reclaim water.*

MOTION MADE BY COMMISSIONER MCDUFFIE; MOTION SECONDED BY COMMISSIONER BERNARD. MOTION CARRIED 8-0.

L. PUBLIC AUDIENCE

M. ADJOURNMENT

MEETING WAS ADJOURNED AT 5:58 P.M.