

**Minutes of the Quarterly Meeting of the
South Central Regional Wastewater Treatment and Disposal Board
Held on January 15, 2009 at the Treatment Plant
1801 North Congress Avenue, Delray Beach, FL 33445**

Present

Boynton Beach

Mayor Jerry Taylor
Commissioner Jose Rodriguez
Commissioner Marlene Ross
Commissioner Ron Weiland

Delray Beach

Chairman Gary Eliopoulos
Commissioner Nelson McDuffie
Commissioner Mackenson Bernard

A. CALL TO ORDER

Meeting was called to Order at 5:10 p.m. by Chairman Eliopoulos

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 OR CORRECTIONS TO MINUTES OF MEETING HELD
OCTOBER 17, 2008.**

**MOTION WAS MADE BY MAYOR TAYLOR AND WAS SECONDED BY
COMMISSIONER ROSS. MOTION CARRIED 7-0**

F. REPORT OF OFFICERS AND COMMITTEES

1. CURRENT FINANCIAL STATEMENTS

a. Balance Sheet (through December, 2008) (ITEM F1a)

Mr. Coates explained that at the present time, we have \$1,201,386 in cash plus an additional \$480,482 in accounts receivable from the Cities which we will be receiving within the next few days. The Board averages \$500,000 a month for expenditures. Therefore the Board will have sufficient

cash to pay our bills for this month. At the present time, we have \$3,461,501 in Repair and Replacement account. Of this amount, \$2,063,079 is currently encumbered on various plant projects; leaving us with \$1,398,422 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 (ITEM F1b)*
Year-to-Date Actual -

PLANT O&M

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

Revenues from usage were budgeted for \$6.117M and the projected revenue for this fiscal year is \$6.033M.

Expenditures in personnel were budgeted at \$1.595M and the projected amount is \$1.589M.

Expenditures in services were budgeted at \$1,235M and the projected amount is \$1,217M.

Expenditures in Operations and Maintenance were budgeted at \$2,309M and the projected amount is \$2,074M.

Expenditures in Chemicals and Supplies were budgeted at \$891,000 and the projected amount is \$897,159.

Overall revenues over expenditures as of December 31, 2008 are \$247,159.

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

RECLAIM O&M

Revenues for Reclaim O&M were budgeted for \$ 1,141M and the projected revenue for this fiscal year is \$1,053M.

Expenditures in personnel were budgeted at \$118,000 and the projected amount is \$123,154.

Expenditures in services were budgeted at \$ 65,000 and the projected amount is \$55,323.

Expenditures in Operations and Maintenance were budgeted at \$ 588,000 and the projected amount is \$ 462,623.

Expenditures in Chemicals and Supplies were budgeted at \$ 247,000 and the projected amount is \$ 174,434.

c. Capital Projects - Estimated Cash Flow Requirements (ITEM F1c)

Mr. Coates explained that the 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 and NOAA outfall testing. The Cash Projections to complete these projects in 2008/2009 is anticipated to be \$ 5,925,973.

d. Review draft of Audited 2007/2008 Financial Statements

Presented by Rachlin – Jerry Chiocca

Jerry Chiocca, President of Rachlin, presented the Draft Audited 2007/2008 Financial Statements.

In Rachlin's opinion the Board complied in all material aspects, with the requirements of the *Government Auditing Standards*, issued by the comptroller General of the United States; Rules of the Auditor General.

(ITEM F1D(1))

1. Acceptance of Fiscal Year 2007/2008 Audited Financial Statement

(ITEM F1D(2))

MOTION WAS MADE BY COMMISSIONER MCDUFFIE AND WAS SECONDED BY COMMISSIONER ROSS. MOTION CARRIED 7-0.

2. Motion to recommend that due to cash flow restraints return of excess for the 2007/2008 Fiscal Year in the amount of \$522,405. City of Boynton Beach \$305,540 and City of Delray Beach \$214,865, which is normally returned to Cities in February, be retained in Board's account until funds become available.

MOTION WAS MADE BY MAYOR TAYLOR AND WAS SECONDED BY COMMISSIONER RODRIGUEZ. MOTION CARRIED 7-0.

QUESTIONS

MOTION TO ACCEPT REPORT OF OFFICERS AND COMMITTEES

MOTION WAS MADE BY COMMISSIONER MCDUFFIE; AND SECONDED BY COMMISSIONER BERNARD. MOTION CARRIED 7-0.

2. EXECUTIVE DIRECTOR'S REPORT

a. Compliance and Operational Status Report (ITEM F2a1)

Third Quarter Report

Mr. Coates explained that the Plant average flow for FY 2008/2009 is 15.95 MGD. Of this flow, Delray's flow was 6.87 MGD accounting for 43% and Boynton Beach's flow was 9.08 MGD accounting for 57%.

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 11.33 and 5.03 mg/L well under the limits required by FDEP Operating Permit.

(ITEM F2a2)

Winners of the 2008 Domestic Wastewater Plant Operations Excellence Awards from the Department of Environmental Protection.

Mr. Coates presented Item F2a2 which was the certificate that the Plant received from DEP in Tallahassee for the 2008 Domestic Wastewater Plant Operations Excellence Award. This award was due in part to the forward thinking of the Board to go ahead with the construction of Deepwell and to get away from using the Ocean Outfall.

b. Biosolids Pelletization Project (ITEM F2b)

Mr. Coates told the Board that construction is approximately 90 percent complete, and all major equipment has been installed in the building.

At a November meeting, the Contractor stated he was pushing to complete construction by year end with the exception of the instrumentation and controls work. NEFCO will need test loads of biosolids as early as February 13, 2009. Current project completion is anticipated to be March 17, 2009.

c. *Operating Permit Application*

Mr. Coates told the Board that he had received a Draft Permit to review on Friday, January 9th. He is in the process of reviewing the Draft and will have comments for the State shortly. One of the items in the Administrative Order mandates the Board to expand the reclaim system by an additional 8 MGD by 2025. Due to the fact that the Board began the process of the injection well installation before any legislation was passed, Mr. Coates will be requesting that the Board be exempt from the new order. The main difference is both Cities should have the right to expand their respective reclaim distribution systems as they see fit and not have it mandated to them.

d. *Deepwell/24-MGD Expansion Construction Update (ITEM F2d)*

Mr. Coates went over Item F2d which was a photograph of the construction site.

DEEP INJECTION WELL

Mr. Coates explained that construction and testing of the deep injection well has been successfully completed. The next step in the process of obtaining an operating permit for the deep injection well is to perform at least six months of operational testing to demonstrate to FDEP that the facility can operate as intended and that facility staff can perform the monitoring and reporting tasks required by FDEP. It is anticipated that approval to begin operational testing will be granted in the near future.

Commissioner Rodriguez asked if the outfall will stay open for emergency operations. Mr. Coates explained that during a wet weather condition, we would be able to use the outfall.

24-MGD RECLAIM WATER EXPANSION

Mr. Coates told the Board the significant progress associated with construction activities that has been made since the October 2008 Board meeting. This progress included the new electrical room within the expanded effluent filter facility was placed into operation. Functional startup of the new deep injection well/reclaimed water distribution pumps was successfully completed. All remaining major underground piping was installed. The emergency generator was delivered and installed. The new reclaimed water transfer pumps were installed. The baffle curtain walls have been installed within the clear well of the effluent filter facility. Startup of all remaining systems will occur over the next 1-2 months and completion of this last phase of the 100% reuse project is anticipated to be achieved by the end of February to mid-March 2009.

e. Grant Update (ITEM F2e1) (ITEM F2e2)

Mr. Coates went over the attached items showing the monies that were received by the Board and how they were distributed to both Cities. The items showed the following:

The \$500,000 State grant was awarded at 100% and distributed back to the Cities on October 22, 2008. Each received a check for \$250,000.

The \$3.4M SFWMD grant was awarded at 100% and distributed back to both Cities on November 5, 2008. Each received a check for \$1.7M

f. Odor Complaint Log (October 16, 2008 – January 8, 2009) (ITEM F2f)

During the last quarter Mr. Coates showed that there had been only two odor complaints made to the South Central Office.

g. NOAA Update (ITEM F2g)

Mr. Coates explained that on January 5, 2009, the Board received the final report titled "An Investigation of the South Central Regional Wastewater Treatment Plant Ocean Outfall and Coastal Environment".

Mr. Coates touched on a few points that he felt were pertinent to share with the Board (the entire report was included in the Agenda packet). These points were that the data presented in this report also show that very little vertically downward mixing of the effluent plume transpired during the time frame of observations. This conclusion was reached during the tracer study period wherein both the SF6 and dye indicated low tracer concentrations at depth compared to tracer concentrations in the upper part of the water column. The water quality measurements made both north and south of the outfall do not indicate significantly elevated concentrations of nutrients at sampling sites north of the outfall when compared to sampling sites south of the outfall. The FACE program studies determine the presence of two possible sources of Nitrite and Nitrate to the reefs proximal to the SC outfall: (1) The Boynton Inlet and (2) oceanic upwelling. In short, the final report will indicate what we have been saying for sometime that the South Central outfall is not the major contributor of nutrients to the Gulfstream reef.

During flood tide, the water was coastal marine water and was found to be quite low in nutrients; however, the ebb tidal flow was characterized by elevated nutrients and microbiological markers, and was seen to be highly colored (probably due to tannic acid). (See Figure 22 on Page 36.)

Table 6 on Page 41 indicates incoming tides had two positive tests out of a possible 50 for various microbiological organisms. The outgoing tide had 23 positive tests out of a possible 50 for various microbiological organics.

h. Delray Beach Reclaim/Ocean Outfall Tie-in Request (ITEM F2h)

Mr. Coates explained that Item F2h was a permit modification for South Central that shows the City of Delray Beach was granted permission to modify the existing pump station. The modification is being performed so that upon approval from the Board, a connection to Board's outfall can be made and reclaim water can be pulled from the existing outfall line and distributed to the Barrier Islands. Mr. Coates explained that later under New Business, he would ask for a motion to allow this connection. He also stated, that he intended to ask the City of Delray Beach to work on a new Interlocal Agreement with the Board Attorney that will allow for use of the outfall line for reclaim water delivery and bring that agreement back to the Board at the April meeting. The Board's Operating Permit will also have to be modified to allow for the existing outfall pipe to be used as a conveyance for reclaim water.

Mr. Hasko, Utility Director of Delray Beach, spoke regarding the tie-in.

QUESTIONS

CITIZEN'S COMMENTS

MOTION TO ACCEPT EXECUTIVE DIRECTOR'S REPORT

MOTION MADE BY COMMISSIONER ROSS; MOTION WAS SECONDED BY MAYOR TAYLOR. MOTION CARRIED 7-0.

3. BOARD ATTORNEY'S REPORT

**a. Interlocal Agreement/Temporary Construction Easement -
Boynton Beach Regional Forcemain. (ITEM F3a)**

Mr. Saberson reviewed various aspects of the Interlocal Agreement and Temporary Construction Easement.

QUESTIONS

MOTION TO ACCEPT BOARD ATTORNEY'S REPORT

MOTION MADE BY MAYOR TAYLOR; MOTION WAS SECONDED BY COMMISSIONER BERNARD. MOTION CARRIED 7-0.

4. ENGINEERS' REPORT

- a. **HAZEN AND SAWYER** (ITEM F4a)
1. **Deepwell Project Update**
 2. **24 MGD Reclaim Project Update**
 3. **Globtec R&R Project**
 4. **(FY 2008/2009) R&R Projects Update**
 - **Sludge Holding Tank Diffused Aeration**

QUESTIONS

MOTION TO ACCEPT ENGINEER'S REPORT

MOTION MADE BY COMMISSIONER MCDUFFIE; MOTION WAS SECONDED BY MAYOR TAYLOR. MOTION CARRIED 7-0.

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

1. *Authorization to expend \$36,289.39 on an emergency basis from repair and replacement funds to:*
 - a. **Replace Administration's Network Switch Repair \$9,827.00. Line Item Number S535806.114, Equipment No. 050-17000.**
Power Surge
 - b. **Replace Blender Four Drive Repair \$17,547.39. Line Item Number S535806.15, Equipment No 030-11009.**
Failure of Main Gear
 - c. **Replace Four Cooling Fans for Blower Building at \$1,333.75 each for a total of \$5,335.00. Line Item Number S535806.116, Equipment Number 023-11011, 023-11012, 023-11013, and 023-11014.**
Original Fans from 1991.

- d. **Replace Ocean Outfall Valve Structure \$3,580.00. Line Item Number S535806.117, Equipment Number 070-10000.**
Air Release Valve Cover Vibrated loose from Traffic.
2. *Authorization to extend the term of the contract with Genapure Corporation for lab services from January 30, 2009 through April 30, 2009. Original contract term was October 19, 2007 through September 30, 2008 and extended from October 1, 2008 through January 29, 2009.*
3. *Authorization to accept and enter into a new contract with Luna Landscaping dated March 1, 2009 with the ability to renew for two (2) additional one-year terms for the sum of \$ 831.00 per month for Lawn Services for the length of contract in the North Area and additional sum of \$586.00 per month for the length of the contract in the South Area for a total of \$1,417.00 per month.*
4. *Authorization for Roger Saberson to continue as Board Attorney and his fee to remain at \$195.00 per hour.*

H. ITEMS REMOVED FROM CONSENT AGENDA FOR DISCUSSION

MOTION TO APPROVE CONSENT AGENDA

MOTION MADE BY COMMISSIONER BERNARD; MOTION WAS SECONDED BY COMMISSIONER ROSS. MOTION CARRIED 7-0.

I. NEW BUSINESS

1. **EXECUTIVE DIRECTOR'S REVIEW COMMITTEE REPORT (ITEM I1)**
Mayor Taylor gave his report on the Executive Director's review. He stated that Dennis was doing a good job and that morale at the facility is good. He also indicated that the transition into the Executive Director position went very well. He recommended that the Board agree to a 4% increase for Dennis Coates as Executive Director.

MOTION MADE BY COMMISSIONER MCDUFFIE AND SECONDED BY COMMISSIONER WEILAND. MOTION CARRIED 7-0.

- (ITEM I2)
2. **Request for renewal of auditing services of Rachlin, LLP for fiscal year ending September 30, 2009, for an estimated amount of \$36,500.00.**

MOTION MADE BY MAYOR TAYLOR; COMMISSIONER ROSS SECONDED THE MOTION. MOTION CARRIED 7-0.

(ITEM I3)

3. ***Request acceptance of Mathews Consulting, Inc. proposal to Update Reuse System Operating Protocol and O&M Manual for an estimated amount not to exceed \$20,000.***

MOTION MADE BY MAYOR TAYLOR; COMMISSIONER MCDUFFIE SECONDED THE MOTION. MOTION CARRIED 7-0.

4. ***Authorization to enter into Contract with Carter and VerPlanck, Inc. in the amount of \$208,700.00 subject to all provisions of the Contract Documents, for Replacement of Headworks Bar Screen Removal System. Purchase to be funded through the Board's Repair and Replacement Fund. Funds previously approved in 2008/2009 Fiscal Budget. This motion is an authorization to the Executive Director, not a requirement.***

MOTION MADE BY COMMISSIONER RODRIGUEZ MOTIONED; COMMISSIONER MCDUFFIE SECONDED THE MOTION. MOTION CARRIED 7-0.

5. ***Authorization to enter into Contract with Westec in the amount of \$188,237.00 subject to all provisions of the Contract Documents, for Replacement Clarifier Drives in Plant "A". Purchase to be funded through the Board's Repair and Replacement Fund. Funds previously approved in 2008/2009 Fiscal Budget. This motion is an authorization to the Executive Director, not a requirement.***

MOTION MADE BY COMMISSIONER MCDUFFIE; COMMISSIONER BERNARD SECONDED THE MOTION. MOTION CARRIED 7-0.

(ITEM I6)

6. ***CONTRACT CLOSEOUT/FINAL/YOUNGQUIST BROTHERS, INC. WASTEWATER TREATMENT PLANT DEEPWELL INJECTION SYSTEM***

Approve a Contract Closeout in the amount of \$106,004 decrease and final payment in the amount of \$1,632,536.08 to Youngquist Brothers, Inc. for the completion of the Wastewater Treatment Plant Deepwell Injection System. Original contract amount \$6,297,384.00 Final Contract amount \$6,191,380.00.

MOTION MADE BY MAYOR TAYLOR; COMMISSIONER ROSS SECONDED THE MOTION. MOTION CARRIED 7-0.

7. MOTION TO APPROVE A CONNECTION OF THE BOARD'S OCEAN OUTFALL LINE TO THE CITY OF DELRAY BEACH'S BOOSTER PUMP STATION LOCATED AT 280 NORTHEAST 4TH AVENUE.

(Connection for possible future reclaim water delivery.)

MOTION MADE BY COMMISSIONER ROSS, COMMISSIONER MCDUFFIE SECONDED THE MOTION. MOTION CARRIED 7-0.

8. MOTION TO APPROVE INTERLOCAL AGREEMENT AND TEMPORARY CONSTRUCTION EASEMENT RELATED TO BOYNTON BEACH'S REGIONAL FORCEMAIN.

MOTION MADE BY COMMISSIONER BERNARD, COMMISSIONER MCDUFFIE SECONDED THE MOTION. MOTION CARRIED 7-0.

Commissioner Rodriguez left the Board meeting at 6:10 p.m.

J. UNFINISHED BUSINESS

Commissioner McDuffie asked why The Pines North do not have reclaim available. Mr. Hasko replied that once they have completed the Barrier Islands, which should be in approximately three years, they will be bringing reclaim west to the Pines.

K. PUBLIC AUDIENCE

L. ADJOURNMENT

MAYOR TAYLOR MOVED TO ADJOURN MEETING AT 6:30 P.M. MOTION WAS SECONDED BY COMMISSIONER MCDUFFIE.