

SOUTH CENTRAL REGIONAL
WASTEWATER TREATMENT AND DISPOSAL BOARD



**FY 2020-2021
QUARTERLY ANNUAL BOARD MEETING
OCTOBER 26, 2020 - 6:09 P.M.
MEETING MINUTES**

1. ROLL CALL

The Board Meeting of South Central Regional Wastewater Treatment and Disposal Board Meeting held on October 26, 2020 was called to order by Commissioner Juli Casale at 6:09 p.m. Some participants utilized communications media technology and some were present in person so a quorum count included both virtual and in-person participants as permitted by Governor's Executive Order 20-69 which was extended by Executive Orders 20-112, 20-123, 20-139 and 20-150.

Roll Call was performed and the following Commissioners were present:

City of Boynton Beach

Commissioner Ty Penserga

Commissioner Woodrow Hay

City of Delray Beach

Deputy Vice-Mayor Shirley Johnson

Commissioner Juli Casale

A quorum was present.

Absent from the meeting were Mayor Steven Grant, Vice-Mayor Justin Katz and Commissioners Christina Romelus from the City of Boynton Beach; and Mayor Shelly Petrolia, Vice-Mayor Ryan Boylston along with Commissioner Adam Frankel from the City of Delray Beach.

Also present was Board Attorney Mr. Brad Biggs, Plant Manager Mr. Doug Levine, Operating Committee Members Colin Groff and Hassan Hadjimiry; others present in the room included Lisa Atzmon, Executive Assistant.

2. APPROVAL OF MINUTES

A. Approval of the July 27, 2020 Quarterly Annual Board Meeting Minutes.

MOTION TO APPROVE THE MINUTES OF JULY 27, 2020 BOARD MEETING WAS MADE BY DEPUTY VICE-MAYOR SHIRLEY JOHNSON; MOTION WAS SECONDED BY COMMISSIONER TY PENSERGA. MOTION CARRIED 4-0.

3. COMMENTS AND INQUIRIES ON AGENDA AND NON-AGENDA ITEMS FROM THE PUBLIC:

- A. Chairperson's response to prior public comments and inquiries.
- B. From the public

THERE WERE NO COMMENTS OR INQUIRIES FROM THE PUBLIC.

4. AGENDA APPROVAL

MOTION TO APPROVE THE AGENDA AS PRESENTED WAS MADE BY DEPUTY VICE-MAYOR SHIRLEY JOHNSON; MOTION WAS SECONDED BY COMMISSIONER WOODROW HAY. MOTION CARRIED 4-0.

5. CONSENT AGENDA

- A. Accept written report of purchase orders under \$35,000 written July 1, 2020 through September 30, 2020.
- B. Accept the written report for purchase card transactions June 16, 2020 through September 15, 2020.

MOTION TO APPROVE THE CONSENT AGENDA ITEMS A AND B WAS MADE BY COMMISSIONER TY PENSERGA; MOTION WAS SECONDED BY COMMISSIONER WOODROW HAY. MOTION CARRIED 4-0.

6. CONSENT FOR AWARDS OF BIDS AND CONTRACTS OVER \$35,000:

- A. Authorize the Plant Manager to negotiate, approve, and execute the Board's Insurance Policy renewals for plant liability matters based on new quotes provided by Plastridge Insurance Agency, through the City of Boynton Beach CRA, for an amount not to exceed \$350,000.

PLANT MANAGER LEVINE NOTED THAT PRICES WENT UP APPROXIMATELY EIGHT OR NINE PERCENT. THIS ITEM IS FOR PROPERTY AND LIABILITY INSURANCE.

DEPUTY VICE-MAYOR SHIRLEY JOHNSON ASKED ABOUT ANY LAWSUITS FROM THE NEIGHBORING RESIDENTS AND PLANT MANAGER LEVINE REPLIED THAT THE DISTRICT STILL TRIES TO ACCOMMODATE ALL OF THE NEIGHBORING RESIDENTS AND THAT THE DISTRICT HAS BEEN WORKING WITH THE DEP REGULARLY. ATTORNEY BIGGS REPORTED NO LAWSUITS HAVE BEEN FILED.

MOTION TO APPROVE THE CONSENT AGENDA ITEM 6A WAS MADE BY DEPUTY VICE-MAYOR SHIRLEY JOHNSON; MOTION WAS SECONDED BY COMMISSIONER WOODROW HAY. MOTION CARRIED 4-0.

- B. Ratify Second Addendum to Provision of Biosolids Hauling and Disposal Agreement to provide for a one (1) year renewal of IFB 2018-03 with Biosolids Distributions Systems LLC (BDS) at the contract price of 11.25/Ton. BDS is the hauler of biosolids to Solid Waste Authority (SWA). This is the first of three, additional one-year terms under the terms of IFB 2018-03.

PLANT MANAGER LEVINE NOTED THAT THIS COMPANY DID NOT RAISE THEIR PRICE AND THAT THEY ARE A GOOD COMPANY COMPARED TO SOME OF THE OTHERS.

MOTION TO APPROVE THE CONSENT AGENDA ITEM 6B WAS MADE BY WOODROW HAY; MOTION WAS SECONDED BY DEPUTY VICE-MAYOR SHIRLEY JOHNSON. MOTION CARRIED 4-0.

- C. Approve Piggyback Agreement with Polydyne Inc., pursuant to the terms of piggyback agreement utilizing the unit pricing associated with Orange County BOCC Agreement Y20-144B, for polymer "CLARIFLOC SE-1671" and "SE-1672" emulsion polymers used for the thickening and dewatering of sludge. The costs associated with this contract will be approximately \$550,000.00/year at \$1.15/Lbs. The County contract runs through July 1, 2021.

PLANT MANAGER LEVINE EXPLAINED THAT THESE CHEMICALS THICKEN OUR SLUDGE SO THAT IT CAN BE STORED. THEN WHEN IT IS DEWATERED, TO DRY IT UP, THE POLMER IS USED. THIS IS ACTUALLY A NEW POLMER THAT WE ARE GOING TO USE. WE JAR TEST EVERY TWO YEARS AND AFTER JAR TESTING OUR SLUDGE, WE HAVE A DIFFERENT POLYMER THAT WORKS BECAUSE WE HAVE CHANGED OUR TREATMENT PROCESS.

MOTION TO APPROVE THE CONSENT AGENDA ITEM 6C WAS MADE BY DEPUTY VICE-MAYOR SHIRLEY JOHNSON; MOTION WAS SECONDED BY COMMISSIONER WOODROW HAY. MOTION CARRIED 4-0.

- D. Approve Change Order to PCL Inc. not to exceed \$40,000 for Phase I to prepare the preliminary design and Guaranteed Maximum Price (GMP) for the installation of centrifuge number four. Once the GMP for this line item is developed, the Manager will request a special meeting with the Board to review and approve the Change Order.

PLANT MANAGER LEVINE EXPLAINED THE FACILITY HISTORY BEHIND THIS PROPOSAL. THE DISTRICT PURCHASED A FOURTH CENTRIFUGE BECAUSE THERE IS ONLY ONE DEWATERING CENTRIFUGE CURRENTLY. WE HAD PURCHASED A SECOND ONE BECAUSE WE KNOW THAT WE HAVE PROBLEMS WITH THE CURRENT ONE. WE ARE WORKING ON A CHANGE ORDER FOR PCL FOR THIS DESIGN BUILD PROJECT TO PREPARE ALL OF THE SPECIFICATIONS ON WHAT IS GOING TO HAPPEN IN ORDER TO GET THAT CENTRIFUGE INSTALLED AND WORKING. THEN, WE WILL HAVE A SPECIAL MEETING AND THIS WILL PROBABLY BE THE ONLY ITEM ON THE AGENDA, UNLESS

SOMETHING COMES UP BEFORE THEN. WE ANTICIPATE THE MEETING TO BE SCHEDULED IN DECEMBER. ALTHOUGH THE HOLIDAYS ARE COMING UP THIS INSTALLATION DOES HAVE SOME URGENCY TO IT BECAUSE WE CURRENTLY ARE WORKING WITH A FAILING CENTRIFUGE.

MOTION TO APPROVE THE CONSENT AGENDA ITEM 6D WAS MADE BY COMMISSIONER WOODROW HAY; MOTION WAS SECONDED BY DEPUTY VICE-MAYOR SHIRLEY JOHNSON. MOTION CARRIED 4-0.

7. BUDGET DISCUSSION AND APPROVAL

- A. Approval to use contingency funds to purchase ancillary equipment, installation expenses, and programming that is essential for effective operation of the treatment processes that are an integral part of the Design-Build capital improvement project, which funds are necessary in order to cover expenses brought about by unforeseen circumstances after structural completion of aeration basin.

DEPUTY VICE-MAYOR SHIRLEY JOHNSON ASKED ABOUT THE NATURE OF THE UNFORESEEN CIRCUMSTANCES

PLANT MANAGER LEVINE RESPONDED THAT THE ULTIMATE TREATMENT PROCESS IS STILL UNKNOWN, POSSIBLY USING PROBES FOR EACH BASIN, AND SUCH DETERMINATIONS WILL AFFECT THE OVERALL BUDGETED FUNDS.

MOTION TO APPROVE 7A WAS MADE BY DEPUTY VICE-MAYOR SHIRLEY JOHNSON; MOTION WAS SECONDED BY COMMISSIONER WOODROW HAY. MOTION CARRIED 4-0.

- B. Approval of Budget Amendment to roll forward the remaining budget balance from FY 2019/20 to FY 2020/21 in the Capital Improvement fund in the amount of \$138,256 for the upgrade of the Disinfection System, \$320,000 for Centrifuge #4 purchase, and \$5,500,000 for Effluent Disposal Improvement.

DEPUTY VICE-MAYOR SHIRLEY JOHNSON OFFERED CONGRATULATIONS ON HAVING FUNDS TO ROLL FORWARD.

PLANT MANAGER LEVINE EXPLAINED THAT THERE HAD BEEN SOME ISSUES GETTING THE CONTAINMENT DONE CAUSING THE FUNDS BEING ROLLED IT INTO THIS YEAR. WE PURCHASED CENTRIFUGE FOUR AND WE ARE ROLLING THE MONEY WE HAD FOR THAT FROM LAST FISCAL YEAR BECAUSE IT SHOULD BE HERE BEFORE THE END OF THIS YEAR. THE CENTRIFUGE WAS PURCHASED FROM ALFA LAVAL'S WAREHOUSE. ALTHOUGH IT IS NOT BRAND NEW, IT WAS A 2015 MODEL THAT HAD NEVER BEEN USED.

THE FIVE MILLION FIVE HUNDRED THOUSAND IS JUST ROLLING OVER FROM LAST YEAR.

MOTION TO APPROVE 7B WAS MADE BY DEPUTY VICE-MAYOR SHIRLEY JOHNSON; MOTION WAS SECONDED BY COMMISSIONER WOODROW HAY. MOTION CARRIED 4-0.

- C. Adoption and Approval of Resolution R04-2020 concerning a single numeric text revision to the "Capital Asset Policy" adopted by Resolution R02-2020, all in accordance with newly adopted Florida department of financial services rule 691-73.

ATTORNEY BIGGS EXPLAINED THAT THERE WAS A RECENTLY ADOPTED STATE RULE TO INCREASE THE REPORTING AMOUNT TO FIVE THOUSAND DOLLARS FOR REPORTING PROPERTY. TWO MEETINGS AGO THE BOARD ADOPTED A NEW CAPITAL ASSET POLICY WHICH SET THE REPORTING AMOUNT AT TWENTY-FIVE HUNDRED DOLLARS. THIS RESOLUTION AMENDS THIS AMOUNT TO FIVE THOUSAND DOLLARS.

MOTION TO APPROVE 7C WAS MADE BY DEPUTY VICE-MAYOR SHIRLEY JOHNSON; MOTION WAS SECONDED BY COMMISSIONER WOODROW HAY. MOTION CARRIED 4-0.

8. OPERATING COMMITTEE'S REPORT – [FOR INFORMATION AND CONSENSUS PURPOSES ONLY.]

A. Plant Manager's Report

PLANT MANAGER LEVINE PRESENTS THE PLANT MANAGER'S REPORT. (SEE ATTACHED REPORT)

DEPUTY VICE-MAYOR SHIRLEY JOHNSON ASKED ABOUT THE IMPACT OF THE UNUSUAL AMOUNT OF RAINFALL AND THE SHUT DOWN OF THE REUSE WATER LINE AND OPENING UP OF THE PIPE TO THE OCEAN. PLANT MANAGER LEVINE REPLIED THAT THE DISTRICT IS STILL ALLOWED TO PUT FIVE PERCENT OF ITS BASE LINE FLOW INTO THE OCEAN. THIS IS AN UNUSUAL MONTH AND IN THE LAST FIVE YEARS THIS IS THE HIGHEST FLOW THE FACILITY HAS HAD AND WE HAVE NOT FINISHED THE MONTH YET.

THERE IS ALWAYS THE OPTION OF AN INJECTION WELL. I HAVE TO ADD ON FUTURE AGENDA ITEMS TO REBID THE INJECTION WELL, TO SEE IF IT FALLS WITHIN OUR UPCOMING BUDGET. THE OPERATING COMMITTEE ALSO HAS SOME OTHER IDEAS.

PLANT MANAGER LEVINE NOTED THAT WHENEVER WE GET THESE HEAVY RAINS, SAND IS BROUGHT INTO THE PLANT. THE ARM IN THE CLARIFIER THAT GOES AROUND PUSHES THE SAND AND EVENTUALLY BUILDS IT UP INTO A PILE. IF WE SHUT OFF THE CLARIFIER, WE MAY NOT BE ABLE TO GET IT STARTED BACK UP OR MAY START TWIRLING OUT. WE HAD IT HAPPEN TWICE LAST YEAR. ADDITIONALLY, IN ORDER TO REMOVE THE SAND WE HAVE TO WAIT UNTIL THE FLOWS SLOW DOWN. THEN WE CAN BLOCK THE FLOW WITH GATES WHICH WILL ALLOW US TO PHYSICALLY GET IN THERE AND SHOVEL THE SAND OUT. IT IS TOO DEEP TO HAVE A VAC CON TRUCK SUCK IT OUT.

MR. LEVINE CONTINUED WITH HIS PLANT MANAGER'S REPORT ON PERSONNEL SERVICES IN THE BUDGET. HE REPORTED THAT THE DISTRICT IS STILL SHORT OF IDEAL NUMBER OF EMPLOYEES BUT SOMETIMES THE EXISTING EMPLOYEES MAKE THE JOB LONGER AND HARDER, CAUSING THE JOB NEEDING TO BE DONE OVER. HE EXPLAINED WE DO HAVE THE RIGHT EMPLOYEES IN THE MAINTENANCE

DEPARTMENT NOW. NORMALLY WE CARRY SEVEN IN THE MAINTENANCE DEPARTMENT. RIGHT NOW, WE ONLY HAVE TWO.

HIS REPORT CONTINUED THAT MAINTENANCE MECHANIC IS A HARD POSITION TO FILL BECAUSE ONLY APPROXIMATELY ONE OUT OF EIGHT APPLICANTS SUCCEEDS AT A HANDS-ON MECHANICAL TEST. THE DISTRICT IS DOING VERY WELL WITH HIRING IN OPERATIONS. IT IS DESIRABLE TO BRING IN TWO MORE TRAINEE OPERATORS. WE HAVE A FEW GUYS THAT ARE OLDER AND IT WILL TAKE A COUPLE OF YEARS TO GET THE TRAINEES TRAINED TO BE ABLE TO KEEP THE PLANT RUNNING. WE DID HIRE FOUR TRAINEES. ONE ALREADY HAS HIS LICENSE. THE OTHERS ARE REALLY SMART. I AM HAPPY AND FEEL LUCKY THAT I WAS ABLE TO HIRE THEM AND THEY HAVE BECOME SUCCESSFUL.

OPERATING COMMITTEE MEMBER HASSAN HADJIMIRY STATED THAT OTHER TREATMENT FACILITIES ARE HAVING THE SIMILAR HIRING ISSUES. PLANT MANAGER LEVINE STATED THAT RECENTLY THE EMPLOYEE FORUM APP "INDEED" HAS BROUGHT IN THE MOST APPLICANTS. WE DO NEED AT LEAST THREE MORE MECHANICS AND WE NEED TO REPLACE THE CHIEF OF MAINTENANCE WHO RESIGNED.

9. LEGAL BUSINESS

- A. Adoption and Approval of Resolution R03-2020 concerning the scheduling of quarterly meeting schedule for calendar year 2021, pursuant to authorization to do so under Resolution 02-2016.

MOTION TO APPROVE 9A WAS MADE BY DEPUTY VICE-MAYOR SHIRLEY JOHNSON; MOTION WAS SECONDED BY COMMISSIONER TY PENSERGA. MOTION CARRIED 4-0.

10. NEW BUSINESS

- A. Next quarterly board meeting is scheduled for January 25, 2021 at 6:00 p.m. pursuant to Resolution No. R03-2020.
- B. Plant Manager Pay Adjustment

OPERATING COMMITTEE MEMBER COLIN GROFF STATED THAT LAST YEAR WE BROUGHT UP A PAY ADJUSTMENT TO THE BOARD FOR THE PLANT MANAGER. WE DISCUSSED THE PAY ADJUSTMENT FOR THE PLANT MANAGER BUT THE BOARD NEVER ACTUALLY VOTED ON IT. I ACTUALLY ASKED FOR THIS ITEM TO BE PUT ON HERE BECAUSE I DO BELIEVE THAT WE SHOULD HAVE ADJUSTED THE SALARY LAST YEAR. RAISES LAST YEAR FOR THE EMPLOYEES WERE FROM ZERO TO FIVE PERCENT BASED ON PERFORMANCE. SO, I WOULD RECOMMEND AND I THINK HASSAN WITH AGREE WITH ME TO RECOMMEND A FIVE PERCENT INCREASE TO THE PLANT MANAGER'S SALARY FOR LAST YEAR. WE SHOULD HAVE DONE IT LAST YEAR; HE DID NOT GET ANY RAISES LAST YEAR. THAT WAS AN OVERSIGHT BY THE OPERATING COMMITTEE. I THINK THIS YEAR I WOULD RECOMMEND A FIVE PERCENT FOR THIS YEAR ALSO. I APOLOGIZE FOR MISSING IT LAST YEAR. WE DID DISCUSS IT BUT SOMEHOW WE DID NOT GET IT BACK ON THE AGENDA. I THINK THE FIVE PERCENT LAST YEAR SHOULD BE RETROACTIVE. I WILL TAKE THE BLAME FOR NOT GETTING IT ON THE AGENDA AND VOTED BY THE BOARD. IT WILL BE FIVE PERCENT

RETRO FROM LAST YEAR OCTOBER FIRST THROUGH SEPTEMBER 30, 2020 AND FIVE PERCENT OCTOBER FIRST THIS YEAR THROUGH SEPTEMBER 30, 2021. THAT WOULD BE THE OPERATING COMMITTEES RECOMMENDATION.

MOTION TO APPROVE 10B WAS MADE BY COMMISSIONER WOODROW HAY; MOTION WAS SECONDED BY DEPUTY VICE-MAYOR SHIRLEY JOHNSON. MOTION CARRIED 4-0.

COMMISSIONER WOODROW HAY ASKED WHAT IMPACT COVID 19 HAS HAD ON THE TOTAL OPERATIONS OF THE PLANT? PLANT MANAGER REPLIED THAT DUE TO BEING PREPARED, WE HAVE NOT BEEN AFFECTED BY IT AT ALL. NOBODY HAS GOTTEN SICK.

11. FUTURE AGENDA ITEMS

12. ADJOURNMENT

MOTION TO ADJOURN WAS MADE BY DEPUTY VICE-MAYOR SHIRLEY JOHNSON; MOTION WAS SECONDED BY COMMISSIONER WOODROW HAY. MOTION CARRIED 4-0.


MEETING WAS ADJOURNED AT 6:51 P.M.

ATTEST:



Chairperson of the Board
Commissioner Juli Casale

The undersigned is the Plant Manager of South Central Regional Wastewater Treatment and Disposal Board and information provided herein are the Minutes of the Quarterly Annual Board Meeting held on October 26, 2020. The minutes were formally approved and adopted by the South Central Regional Board on January 25, 2021.



Doug Levine
Plant Manager
South Central Regional
Wastewater Treatment and Disposal Board