

**MINUTES OF THE EMERALD COAST UTILITIES AUTHORITY
CITIZENS' ADVISORY COMMITTEE MEETING
TUESDAY, JANUARY 19, 2021, 3:00 P.M.
ECUA BOARD ROOM
9255 STURDEVANT STREET, ELLYSON INDUSTRIAL PARK
PENSACOLA, FLORIDA**

Members present: Vicki Campbell, Chairman
Larry D. Williams, Sr., Vice Chairman
Lois Benson
Kevin Stephens
Dale Perkins
Louis Brown, III
Imelda Cromartie
Chuck Kimball (*arrived at approximately 3:19 p.m.*)
Dean Kirschner
Louise Ritz
Pueschel Schneier

Members absent: David Gaines

Staff present: J. Bruce Woody, Executive Director

ITEM A – CALL TO ORDER

Chairman Campbell called the regular meeting of the Emerald Coast Utilities Authority Citizens' Advisory Committee to order at approximately 3:05 p.m.

ITEM B – INVOCATION AND PLEDGE OF ALLEGIANCE

Ms. Benson delivered a remembrance speech in honor of former ECUA Citizens' Advisory Committee member, Mr. Barry Tweedie, who passed away on January 4, 2021. Ms. Benson requested that staff fashion a plaque in memory of Mr. Tweedie that would be placed on the podium in the Board room.

Ms. Benson provided the invocation and led the Pledge of Allegiance.

ITEM C – ADOPTION OF AGENDA

Ms. Ritz added the following item to the agenda under Committee Communications: Item N(a) Duties of a Citizens' Advisory Committee members and Ms. Schneier also requested to include Duties of At-large members.

A motion was made by Ms. Schneier, seconded by Mr. Perkins, to approve the agenda as presented and amended.

Motion carried 10-0.

ITEM D – OPEN FORUM

State Representative Ms. Michelle Salzman, addressed the Board regarding the proposed ECUA Bill. This Bill is intended to amend portions of the original “Escambia County Utilities Authority Act” that created the ECUA as an independent special district in 1981. Ms. Salzman highlighted the following areas of potential change: term limits, a remedy to fill Board vacancies in a timely manner, amending the definition of “agency”, clarifying the protections of sovereign immunity, updating provisions regarding personnel actions, specifically incorporating the ECUA Human Resource Manual and Employee Handbook, amending the appeal process and procedure defining types of actions, and amending the qualifications of the Executive Director by updating an old reference to 1981 to current standards. Mr. Woody, Mr. Beasley, and members of the CAC contributed their views to the discussion.

ITEM E – APPROVAL OF MINUTES

A motion was made by Mr. Kimball, seconded by Ms. Ritz, to approve the minutes of the Regular Citizens' Advisory Committee meeting of December 8, 2020, as presented.

Motion carried 11-0.

Chairman Campbell adjourned the Citizens' Advisory Committee meeting at approximately 4:00 p.m. for a break and reconvened the meeting at approximately 4:08 p.m.

ITEM F – Adoption of General Resolution No. GR21-01

A GENERAL RESOLUTION AUTHORIZING THE EXTENSION OF THE SOLE-SOURCE ANNUAL AGREEMENT WITH EVOQUA WATER TECHNOLOGIES, LLC., FOR THE PURCHASE OF ALK-AQUIT® and BIOXIDE® PLUS 71.

Comments:

Mr. Woody explained to the Committee that odor control is a supreme concern of the ECUA with our infrastructures throughout the community. Staff has conducted trials and extensive research prior to entering into the original subsequent contracts with Evoqua Water Technologies, LLC., (Evoqua). Alk-AQUIT® and Bioxide® Plus 71, which have exceeded staff expectation. Evoqua provides the product for odor control and the dosing equipment. Staff recommends consideration of a sole-source agreement to continue with Evoqua.

Motion and Vote:

Motion made by Mr. Kimball, seconded by Ms. Ritz, that the Board adopt General Resolution No. GR21-01.

Motion carried 11-0.

ITEM G – Adoption of General Resolution No. GR21-02

A GENERAL RESOLUTION AUTHORIZING THE ACCEPTANCE OF BID FROM UTILITY SERVICE COMPANY, INC., FOR THE NAVY POINT PHASE 4A SEWER EXPANSION PROJECT.

Comments:

Mr. Woody explained to the Committee that Navy Point Phase 4 was split into two parts, projects A and B. The two parts have comparable sizes in terms of the number of properties served. Project 4A is the less expensive of the two because Project 4B is significantly deeper and has a wastewater pump station associated with it. The ECUA has partnered with a municipality and will be handling storm sewer work as well. This project was competitively bid and staff is recommending award to Utility Service Company, Inc., for their base and alternative bid in the amount of \$1,278,093.19. The request also provides some contingency to allow a measure of flexibility as the project proceeds, in the event that other items come up that may need to be addressed.

Motion and Vote:

Motion made by Ms. Benson, seconded by Mr. Brown, that the Board adopt General Resolution No. GR21-02.

Motion carried 11-0.

ITEM H – Adoption of General Resolution No. GR21-03

A GENERAL RESOLUTION AUTHORIZING THE TRANSFER OF PROJECT FUNDS FROM CIP PROJECT CR526B – NINE MILE/I-10 TO PINE FOREST TO CIP PROJECT RW0001 – INNERARITY ROAD/PERDIDO KEY IMPROVEMENTS.

Comments:

Mr. Woody stated that this Resolution is in support of the Florida Department of Transportation (FDOT) intersection improvements project at Perdido Key Drive/Sorrento Road and Innerarity Point Road/Gulf Beach Highway. Upon evaluation by staff, the recommendation is for ECUA to enter into a contract with FDOT to allow their contractor to coordinate and perform the utility work while ECUA oversees the approval of the final work. Mr. Woody added that this Resolution includes a small transfer of funds to supplement the originally budgeted amount.

Ms. Benson stated that this particular intersection is very busy, especially during the summer, and asked as to when staff foresees this project being completed. Mr. Stacy Hayden, Director of Engineering, explained that ECUA and FDOT will be working this project together and he will contact FDOT to acquire their project schedule and supply that information to the Committee.

Ms. Benson asked about the critical aspect of the project. Mr. Hayden explained that this project is urgent and it is critical for ECUA to get ahead of FDOT in order to clean up piping that will make operation and maintenance of our facilities much easier in the future. Ms. Campbell concurred with Mr. Hayden's statement as to the project's urgency.

Motion and Vote:

Motion made by Ms. Benson, seconded by Mr. Kimball, that the Board adopt General Resolution No. GR21-03.

Motion carried 11-0.

ITEM I – Adoption of General Resolution No. GR21-04

A GENERAL RESOLUTION AUTHORIZING THE EXTENSION OF THE SOLE SOURCE PURCHASE OF PURAFIL ODOR CONTROL SCRUBBER MEDIA WITH PUMP AND PROCESS EQUIPMENT, INC., FOR THE PURCHASE OF REPLACEMENT MIXED BED ODOR ADSORBING MEDIA.

Comments:

Mr. Woody explained to the Committee that ECUA odor control operations staff utilizes an air scrubber system in various lift stations to help with odor control. The mixed bed odor absorbing media in the air scrubbers are proprietary to Purafil, therefore this would be a sole-source procurement under Section 13-3(b) of the ECUA Code. The vendor has held the FY 2021 cost at the same price as the previous three fiscal years.

Ms. Campbell asked how often are new media tested. Mr. Gerry Piscopo, Deputy Executive Director of Maintenance and Construction, explained that new media are tested throughout different years. Mr. Piscopo described the unique features of the media we are currently using by identifying that the media have high absorption and have a color changing feature that allows us to know when it is completely exhausted. Also, our vacuum trucks are able to extract the media and transfer and haul to the Perdido Landfill to dispose of this non-hazardous product.

Mr. Piscopo informed the Committee that ECUA currently has 389 lift stations. In our next budget, year another crew could possibly be added in response to the growth of lift stations. Ms. Campbell requested that Mr. Piscopo provide a presentation on lift stations for all Citizens' Advisory Committee members.

Motion and Vote:

Motion made by Mr. Kimball, seconded by Mr. Brown, that the Board adopt General Resolution No. GR21-04.

Motion carried 11-0.

ITEM J – Adoption of General Resolution No. GR21-05

A GENERAL RESOLUTION AUTHORIZING THE EXTENSION OF THE ANNUAL SERVICE CONTRACT FOR CLEARING, GRUBBING, AND CONSTRUCTION OF ACCESS ROADS AND EASEMENTS FOR EMERALD COAST UTILITIES AUTHORITY FACILITIES AND INFRASTRUCTURE.

Comments:

Mr. Woody explained that ECUA currently has 389 lift stations in its sewer collection system, with many of them built in low-lying and heavily wooded areas. Road and tree maintenance around the lift stations and easements, as well as power lines, threaten our infrastructure and can occasionally make our lift stations inaccessible. Mr. Woody stated that it is more cost-efficient and beneficial to have an annual service contract for clearing, grubbing, and construction of access and easements, allowing our ECUA crews to focus more on maintaining our infrastructure rather than the clearing of the areas. This contract is for an extension to the current contract with the same pricing as the previous year.

Mr. Stephens asked staff if the Annual Service Contract went out for bid and Mr. Woody responded that it did, in January of 2020. Mr. Piscopo added that last year we only received one other responsive bidder and technical reasons caused that bid to be invalid. HHH Construction of NWF, Inc., has won the bid every year and is always the low-bidder.

Motion and Vote:

Motion made by Mr. Kimball, seconded by Mr. Stephens, that the Board adopt General Resolution No. GR21-05.

Motion carried 11-0.

ITEM K – Informational Reports

(1) Water Production Report –November 2020

No action required.

(2) Water Reclamation Report –November 2020

No action required.

ITEM L – UNFINISHED BUSINESS

None.

ITEM M – NEW BUSINESS

None.

ITEM N – COMMITTEE COMMUNICATIONS

Ms. Campbell expressed her appreciation to the Citizens' Advisory Committee (CAC) for their contribution to the ECUA.

a) Duties of a Citizens' Advisory Committee (CAC) member and At-large members

Ms. Ritz asked for clarification on the duties of a CAC and At-large member. Mr. Perkins, Mr. Stephens, and Ms. Benson voiced their views on how CAC members play an important role when it comes to ECUA. Both Board Members agreed that CAC members should all be educating, surveying, and talking to their neighbors and friends about ECUA, gathering their valued input, and discussing their comments or issues at our Committee meetings.

Mr. Woody stated that in the original Act, Section 17, discusses the CAC stating that the Authority shall make provision for and appoint a Citizens' Advisory Committee(s). The appointees to such committees shall have no personal business ties with the Authority that could be construed as a conflict of interest. In the ECUA Code under Chapter 2 Section 61, there is a 12-point list of issues regarding standby committees that discusses qualifications. Number 10 states the Committee shall review agenda items as determined by the ECUA Board or Executive Director. Number 11 states the Committee shall serve in an advisory capacity formulating and presenting recommendations to the ECUA Board. To the Board's credit, the CAC members are valuable resources in that each and every member gives valuable citizen input.

Mr. Woody further added that as far as speaking out in the community, the only caution for consideration as a CAC member is to keep in mind that the CAC member position is an appointed one not an elected position. Mr. Brown asked for a job description or something equivalent so that CAC members can know what their role is versus that of a Board member. Ms. Campbell requested that Mr. Woody and Mr. Beasley work on a job description for CAC members.

Mr. Woody added that he is in the process of setting up 'individual' tours for those members who would like to have the opportunity to see all of our facilities. To ensure we stay in compliance with the Sunshine Law, if there is more than one member that would like to attend the tour together, ECUA would have to provide a notice for the media and anyone else who would like to attend.

Mr. Brown also requested a list of employees and their departments so CAC members know whom to contact, if needed.

ITEM O – OPEN FORUM

There were no requests to address the Committee.

ITEM P – ADJOURNMENT

There being no further business to come before the Committee, Chairman Campbell adjourned the meeting at approximately 5:02 p.m.

Respectfully submitted,

J. Bruce Woody, P.E.
Executive Director

APPROVED BY THE ECUA CITIZENS' ADVISORY
COMMITTEE IN REGULAR SESSION ON _____

- () Without corrections/amendments
- () With corrections/amendments being: