

**SEACOAST UTILITY AUTHORITY  
REGULAR MEETING**

October 23, 2024

**MINUTES**

**CALL TO ORDER:** 3:00 PM

**PLEDGE OF ALLEGIANCE TO THE FLAG**

**ROLL CALL:**

**PRESENT:** Ron Ferris, Chair  
David Dyess, Member  
Karen Marcus, Member  
Bambi McKibbon-Turner, Member

**ALSO PRESENT:** Nat Nason, General Counsel  
Rim Bishop, Executive Director  
Jessica Moore, Authority Clerk

**ABSENT:** Robert Weisman, Vice Chair

**COMMENTS FROM THE PUBLIC**

There were no comments from the public.

**\*\*\*DETERMINED THE CONSENT AGENDA\*\*\***

**APPROVAL OF AGENDA**

Considered a motion to approve the agenda.

**APPROVAL OF MINUTES FOR MEETING OF SEPTEMBER 25**

Considered motion to approve the minutes for the meeting of September 25, 2024.

**CONTRACT AWARDS**

**A. PROFESSIONAL SERVICES**

1. Annual Gravity Sewer Rehabilitation Program (R2570)

Considered a motion to approve authorization of Annual Gravity Sewer Rehabilitation Program with SAK Construction, LLC., pursuant to the terms of the competitively bid City of Port St. Lucie contract, through December 31, 2025, estimated annual cost of \$750,000.00, as recommended by staff.

2. Heavy Water Treatment Plant and Repump Facilities – Electrical Systems Maintenance Agreement (O2505)

Considered a motion to approve Water Treatment Plant and Repump Facilities – Electrical Systems Maintenance Services Proposal with Schneider Electric in the amount of \$121,503.33, with a supporting budget transfer of \$58,504.00 from O2502, as recommended by staff.

3. Wastewater Lift Station RTU Conversion, Change Order No. 2 (R2134)

Considered a motion to approve Wastewater Lift Station RTU Conversion, Change Order No. 2 with Revere Controls, Inc., in the amount of \$69,268.00, with a supporting budget transfer of \$69,270.00 from R2510, as recommended by staff.

4. Fire Hydrant Maintenance Agreement (O2534)

Considered a motion to approve Fire Hydrant Maintenance Agreement with R&M Service Solutions, LLC., pursuant to the terms of the competitively bid Town of Jupiter contract, estimated annual cost of \$175,000.00, as recommended by staff.

RESOLUTION NO. 5-2024 – AMENDMENT OF SEACOAST UTILITY AUTHORITY 457 DEFERRED COMPENSATION PLAN

Considered a motion to approve Resolution No. 5-2024 - Amendment of Seacoast Utility Authority 457 Deferred Compensation Plan, as recommended by staff.

RESOLUTION NO. 6-2024, SEACOAST UTILITY AUTHORITY SERVICE CODE AMENDMENT

Considered a motion to approve Resolution No. 6-2024, Seacoast Utility Authority Service Code Amendment, as recommended by staff.

CUSTOMER RECEIVABLE BAD DEBT WRITE-OFF, FISCAL 2022/2023

Considered a motion to declare Customer Receivable Bad Debt Write-Off Fiscal 2022/2023, in the amount of \$29,910.78 bad debt, or .043% of FY 2022/2023 billed revenue, respectively, to be uncollectable, as recommended by staff.

SEMIANNUAL INVESTMENT ANALYSIS REPORT

Considered a motion to receive and file the Semiannual Investment Analysis Report as of September 30, 2024, as recommended by staff.

**MOTION**

**Board Members Marcus/Dyess moved to approve the consent agenda, as recommended by staff.**

**The motion carried unanimously.**

**\*\*\*ENDED CONSENT AGENDA\*\*\***

LAKE PARK 8A NEIGHBORHOOD IMPROVEMENTS, WATER MAIN REPLACEMENT – AGREEMENT FOR PROFESSIONAL SERVICES (R2510)

**MOTION**

**Board Members McKibbon-Turner/Marcus moved to approve Lake Park 8A Neighborhood Improvements, Water Main Replacement – Agreement for Professional Services with CES Consultants, in the amount of \$191,345.00, as recommended by staff.**

LAKE PARK 8C NEIGHBORHOOD IMPROVEMENTS, WATER MAIN REPLACEMENT – AGREEMENT FOR PROFESSIONAL SERVICES

**MOTION**

**Board Members McKibbon-Turner/Marcus moved to approve Lake Park 8C Neighborhood Improvements, Water Main Replacement – Agreement for Professional Services with CES Consultants, in the amount of \$325,982.00, as recommended by staff.**

**The motion carried unanimously.**

DESIGN BUILD AUTHORIZATIONS

**MOTION**

**Board Members Dyess/Marcus moved to approve the following Design Build Authorizations in the aggregate amount of \$5,325,056.00, including supporting budget transfers in the amount of \$1,139,210.00, as recommended by staff.**

<b>Project</b>	<b>Firm</b>	<b>Amount</b>
PGA WWTP Headworks and Digester Air Piping Coatings (O2551)	Holtz Consulting Engineers, Inc.	\$1,429,106.90
Palm Beach Gardens Wellfield Electrical Disconnect Additions (R2541)	Holtz Consulting Engineers, Inc.	\$223,245.10
Lift Station No. 54 Bypass Pump Replacement (R2574)	Globaltech, Inc.	\$927,386.00
Hood Road WTP Chlorine Feed and Building Improvements (R2529)	Globaltech, Inc.	\$362,640.00
Hood Road WTP Caustic Bulk Storage Tank Rehabilitation (R2549)	Globaltech, Inc.	\$640,739.00
PGA WWTP Gravity Belt Thickener Replacement (R2567)	Globaltech, Inc.	\$1,741,939.00

**The motion carried unanimously.**

THE YEAR 2025 GROUP HEALTH/DENTAL/VISION/LIFE/DISABILITY INSURANCE BENEFITS PACKAGE

MOTION

**Board Members Marcus/Dyess moved to approve the Year 2025 Group Health/Dental/Vision/Life/Disability Insurance Benefits Package to Cigna (health), Cigna (dental), Eagles (HRA administration), EyeMed (vision), Mutual of Omaha (basic life/AD&D/voluntary life/short-term disability/long-term disability) and Aetna Resources for Living (EAP) at a total annual program employer cost of \$3,269.289 resulting in an increase of 6.4% or \$197,574 for the 2025 plan year, as recommended by staff.**

**The motion carried unanimously.**

RECALCULATION OF BOARD MEMBER VOTING SHARE

MOTION

**Board Members Marcus/Dyess moved to ratify weighted voting share allocation for the period 2024 through 2027 as follows: Lake Park 6%; North Palm Beach 12%; Palm Beach Gardens 59%; Juno Beach 2%; and Palm Beach County 21%.**

Board Chair Ron Ferris stated the reason for the change in the weighted voting is for the bottling company that is located in the Park of Commerce, which is located in unincorporated Palm Beach County. The Authority buys water from the County, which then distributes the water to the bottling company.

**The motion carried unanimously.**

COMMENTS FROM THE BOARD

As this was his final Authority Board meeting, Board Member Karen Marcus wished Board Member David Dyess well.

Mr. Ferris reported on the recent EF3 tornado that struck the Avenir community, commending Authority staff for its prompt, highly professional, and compassionate response to the community's devastation. He stated that the City of Palm Beach Gardens had established an emergency operations center at the nearby golf facility, staffed by City personnel assigned to assess the damage. When he visited the area a day later, he noted several Authority crews assessing and promptly correcting water and sewer system damage. He noted that these crews did a tremendous job and stated that he truly appreciates the employees being there, in the middle of the chaos. Crews conducted themselves in an exemplary manner, and he thanked Authority staff for their performance.

Executive Director Rim Bishop congratulated the Authority on winning its third consecutive Region VI FS/AWWA Best Tasting Drinking Water contest.

Mr. Bishop also thanked Authority employees for their work on excavating, identifying, and documenting water service line materials for 427 service connections over the past weekend. The data that crews uploaded from the field to the Authority's service line material database was identified by consultants as the fastest and cleanest service line data acquisition that they have seen.

Ms. Marcus commended the Authority for being well-prepared for Hurricane Milton. Mr. Bishop noted that emergency generators were pre-positioned in accordance with the Authority's plans, and that as a result, there were no backups or overflows.

STAFF REPORT

Executive Director Rim Bishop stated the engineer's report and the financial report were in the packet. Chief Operations Officer Brandon Selle was present for any engineer report questions. Chief Financial Officer Daniela Russell was present for any financial report questions.

ADJOURNMENT

There being no further business to come before the board, Chair Ron Ferris adjourned the meeting at approximately 3:07 PM.

**APPROVAL:**

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RON FERRIS, CHAIR

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ROBERT WEISMAN, VICE-CHAIR

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DAVID DYESS, MEMBER

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KAREN MARCUS, MEMBER

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BAMBI MCKIBBON-TURNER, MEMBER

**ATTEST:**

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JESSICA MOORE, AUTHORITY CLERK