

Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

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D. Albrey Arrington, Ph.D., Executive Director

MEMORANDUM

TO: Governing Board

FROM: Recording Secretary

DATE: February 9, 2016

RE: Approval of Meeting Minutes

Attached herewith are the minutes of the Regular Meeting of January 21, 2016. As such, the following motion is presented for your consideration.

“THAT THE GOVERNING BOARD approve the minutes of the January 21, 2016 Regular Meeting as submitted.”

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Stephen B. Rockoff
Board Member

Dr. Matt H. Rostock
Board Member

Gordon M. Boggie
Chairman

Harvey M. Silverman
Board Member

James D. Snyder
Board Member

Ref: #1-2016

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
REGULAR MEETING - MINUTES
JANUARY 21, 2016

1. CALL TO ORDER

Chairman Rockoff called the Regular Meeting of January 21, 2016 to order at 7:00 pm.

2. ADMINISTRATIVE MATTERS

A. ROLL CALL

The following Board Members were in attendance.

Dr. Rostock
Mr. Boggie
Mr. Silverman
Mr. Snyder
Mr. Rockoff

Staff Members in attendance were Dr. Arrington, Mr. Vaughn, Mr. Dean, Ms. Peterson, and Mr. Howard.

Consultants in attendance were Mr. Muniz and Mr. Koroshek from Hazen and Sawyer, Ms. Miranda from Holtz, Ms. Marshall from Mathews, and Mr. Shenkman with DeSantis, Gaskill.

Mr. Hitzig with Busch Wildlife Sanctuary was also in attendance.

B. PREVIOUS MEETING MINUTES

The minutes of the Public Hearing and Regular Meeting of December 17, 2015 were presented for approval and the following motion was made.

MOTION: Made by Mr. Silverman, Seconded by Mr. Boggie,
Passed Unanimously.

"THAT THE GOVERNING BOARD approve the minutes of the December 17, 2015 Public Hearing and Regular Meeting as submitted."

C. ADDITIONS & DELETIONS TO THE AGENDA

Items 5K and 6C did not require Board action and were removed from the agenda.
Item 5N was pulled for discussion.

D. ELECTION OF OFFICERS

Chairman Rockoff reviewed the Election of Officers memo. Dr. Rostock suggested the Chairman position be held for a two year period to insure continuity in running the Board Meetings and nominated Mr. Rockoff for a second term.

MOTION: Made by Dr. Rostock, Seconded by Mr. Snyder,
Failed 2-3 with Mr. Silverman, Mr. Boggie and Mr. Snyder opposing.

"THAT THE GOVERNING BOARD retain Mr. Rockoff as Chairman."

MOTION: Made by Dr. Rostock, Seconded by Mr. Snyder,
Passed Unanimously.

"THAT THE GOVERNING BOARD elect: Mr. Boggie to serve as Chairman, Mr. Silverman to serve as Vice Chairman, Mr. Snyder to serve as Treasurer, Dr. Rostock to serve as Secretary, and Mr. Rockoff to serve as Assistant Secretary/Treasurer of the Governing Board of the Loxahatchee River Environmental Control District."

Mr. Rockoff passed the gavel to Mr. Boggie and Mr. Boggie conducted the remainder of the meeting.

3. COMMENTS FROM THE PUBLIC

No comments were received.

4. STATUS UPDATES

A. LOXAHATCHEE WATERSHED STATUS

Mr. Howard discussed some of the historic and potential effects of El Niño on the Loxahatchee River Watershed.

B. LOXAHATCHEE RIVER DISTRICT DASHBOARD

Dr. Arrington reviewed the District Dashboard.

5. CONSENT AGENDA

MOTION: Made by Mr. Snyder, Seconded by Mr. Rockoff,
Passed unanimously.

"THAT THE GOVERNING BOARD approve the Consent Agenda of January 21, 2016 as amended."

The following motions were approved as a result of the Board's adoption of the Consent Agenda:

A. Authorization to Sign Reports (Resolution 2016-01)

“THAT THE GOVERNING BOARD approve Resolution 2016-01 authorizing specific signatures for execution of all reports required under the Florida Statutes.”

B. Notice of Intent to Assess – 3831 Beacon Hill Rd (Resolution 2016-02)

“THAT THE GOVERNING BOARD approve Resolution 2016-02, the NOTICE OF INTENT to Assess, the Pending Lien Notice, and the Exhibits for the 3831 Beacon Hill Rd. Assessment Area.”

C. Notice of Intent to Assess – SE Harken Terr Ph I (Resolution 2016-03)

“THAT THE GOVERNING BOARD approve Resolution 2016-03, the NOTICE OF INTENT to Assess, the Pending Lien Notice, and the Exhibits for the SE Harken Terr_Ph I Assessment Area.”

D. Notice of Intent to Assess – SE Harken Terr Services (Resolution 2016-04)

“THAT THE GOVERNING BOARD approve Resolution 2016-04, the NOTICE OF INTENT to Assess, the Pending Lien Notice, and the Exhibits for the SE Harken Terr Services Assessment Area.”

E. Notice of Intent to Assess – 10828 Whispering Pine Trl (Resolution 2016-05)

“THAT THE GOVERNING BOARD approve Resolution 2016-05, the NOTICE OF INTENT to Assess, the Pending Lien Notice, and the Exhibits for the 10828 Whispering Pine Trl Assessment Area.”

F. Notice of Intent to Assess – Hyland Terr Properties Services (Resolution 2016-06)

“THAT THE GOVERNING BOARD approve Resolution 2016-06, the NOTICE OF INTENT to Assess, the Pending Lien Notice, and the Exhibits for the Hyland Terr Properties Services Assessment Area.”

G. Notice of Intent to Assess – SE Linden St (Resolution 2016-07)

“THAT THE GOVERNING BOARD approve Resolution 2016-07, the NOTICE OF INTENT to Assess, the Pending Lien Notice, and the Exhibits for the SE Linden St Assessment Area.”

H. Notice of Intent to Assess – SE Pine Grove St (Resolution 2016-08)

“THAT THE GOVERNING BOARD approve Resolution 2016-08, the NOTICE OF INTENT to Assess, the Pending Lien Notice, and the Exhibits for the SE Pine Grove St Assessment Area.”

I. Preliminary Assessment – Rolling Green Rd (Resolution 2016-09)

“THAT THE GOVERNING BOARD approve Resolution 2016-09 adopting the Rolling Green Rd. Preliminary Assessment Roll and Exhibits.”

J. Employee Retirement Plan Trustee Designation – to designate Trustee

“THAT THE GOVERNING BOARD elects Harvey Silverman to serve as Trustee for the Loxahatchee River Environmental Control District Money Purchase Plan and Trust.”

L. Lift Station Rehabilitations 2016 – to award contract

“THAT THE DISTRICT GOVERNING BOARD authorize award of contract for the Lift Station Rehabilitation for 2016 contract to Felix Associates of Florida, Inc., in the amount of \$157,758.00,

and

THAT THE DISTRICT GOVERNING BOARD authorize a contingency amount of \$3,000.00.”

M. Online Banking and Credit Card Processing Fees (FY 2016) – to authorize purchase order

“THAT THE DISTRICT GOVERNING BOARD authorize Purchase Order #48125 in the amount of \$65,000 for Fiscal Year 2016 for credit card and online payment fees from SunTrust.”

O. Change Orders to Current Contracts – to approve modifications

“THAT THE DISTRICT GOVERNING BOARD authorize execution of Change Order #1 to the Lift Station Rehabilitations for 2015 contract with B&B Underground Construction, Inc., in an amount not to exceed \$7,158.18.”

6. REGULAR AGENDA

A. Consent Agenda Items Pulled for Discussion.

5N. Online Banking & Credit Card Processing Fees (FY 2015) – to reauthorize purchase order

Dr. Arrington discussed the increase in online/credit card payments that caused the increase in banking fees from SunTrust.

MOTION: Made by Mr. Silverman, Seconded by Mr. Rockoff,
Passed unanimously.

“THAT THE DISTRICT GOVERNING BOARD authorize the increase in Purchase Order #47692 to SunTrust for credit card and online payment fees to an amount not to exceed \$53,531.23.”

B. Governing Board Appointments and Liaisons

Dr. Arrington reviewed the board appointments and liaisons.

MOTION: Made by Mr. Rockoff, Seconded by Mr. Snyder,
Passed unanimously.

“THAT THE GOVERNING BOARD adopt the chart of Governing Board appointments and liaisons for the 2016 calendar year.”

D. Construction Standards and Technical Specifications

Mr. Dean reviewed his memo summarizing the updates to the Construction Standards.

MOTION: Made by Mr. Rockoff, Seconded by Mr. Snyder,
Passed unanimously.

“THAT THE DISTRICT GOVERNING BOARD ratify and approve the Loxahatchee River Environmental Control District’s “Manual of Minimum Construction Standards and Technical Specifications”, as of January 4, 2016, and authorize the District Engineer and Executive Director to update the Construction Standards and Technical Specifications from time to time, and periodically present it to the Governing Board for ratification and approval.”

E. CMMS Award of Contract

Mr. Howard reviewed his memo outlining the Computerized Maintenance Management System (CMMS) contract with Aderas, Inc.

MOTION: Made by Mr. Snyder, Seconded by Mr. Rockoff,
Passed unanimously.

“THAT THE DISTRICT GOVERNING BOARD authorizes the Executive Director to approve the professional services contract and purchase order to Aderas, Inc. in the amount not to exceed \$128,576.00, in accordance with the attached contract.”

F. Admin. Building Window Replacement Contract Award

Dr. Arrington reviewed Mr. Yerkes' memo on replacing the administration building windows.

MOTION: Made by Mr. Rockoff, Seconded by Mr. Snyder,
Passed unanimously.

“THAT THE DISTRICT GOVERNING BOARD authorize execution of a contract with Tri County Building Contractor, Inc. for the Administration Building Window Replacements Contract in the amount of \$41,105.00.

and

A contingency amount of \$1,000.00.”

7. REPORTS

The following reports stood as written:

A. NEIGHBORHOOD SEWERING

B. LEGAL COUNSEL'S REPORT

C. ENGINEER'S REPORTS

E. FRIENDS OF THE LOXAHATCHEE RIVER

F. DIRECTOR'S REPORT

8. FUTURE BUSINESS

Chairman Boggie requested that Health Insurance be added to the Future Business report.

7D. BUSCH WILDLIFE SANCTUARY

Mr. Hitzig presented the Busch dashboard and gave an update on activities at the sanctuary.

9. COMMENTS FROM THE BOARD

No comments were received.

10. ADJOURNMENT

MOTION: Made by Mr. Rockoff, Seconded by Mr. Silverman,
Passed Unanimously.

"That the Regular Meeting of January 21, 2016 adjourn at 8:35."

BOARD CHAIRMAN

BOARD SECRETARY

RECORDING SECRETARY