

Ref: #7-2020

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
REGULAR MEETING - MINUTES
MARCH 19, 2020

1. CALL TO ORDER

Chairman Rockoff called the Regular Meeting of March 19, 2020 to order at 7:00 PM.

2. ADMINISTRATIVE MATTERS

A. ROLL CALL

The following Board Members were in attendance.

Mr. Boggie
Mr. Rockoff
Mr. Silverman (via telephone)
Dr. Rostock (arrived at 7:02 PM)
Mr. Snyder

Staff Members in attendance were Dr. Arrington, Mr. Dean, Mr. Howard, and Mr. Pugsley.

Consultants in attendance were Mr. Shenkman with Curtis Shenkman, PA and Ms. Jensen with Klausner, Kaufman, Jensen and Levinson.

B. PREVIOUS MEETING MINUTES

The minutes of the Public Hearings and Regular Meeting of February 20, 2020 were presented for approval and the following motion was made.

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

“THAT THE GOVERNING BOARD approve the minutes of the February 20, 2020 Public Hearings and Regular Meeting as revised.”

C. ADDITIONS & DELETIONS TO THE AGENDA

Item 5C was deleted. Items 6F and 6G were added.

3. COMMENTS FROM THE PUBLIC

No comments were received.

4. STATUS UPDATES

A. LOXAHATCHEE WATERSHED STATUS

To reduce the meeting duration, Mr. Howard provided the presentation to the Board ahead of the meeting that gave an overview of the rail construction and anticipated improvements to the bridge over the Loxahatchee River due to the extension of the Brightline/Virgin Train lines to Orlando.

B. LOXAHATCHEE RIVER DISTRICT DASHBOARD

Dr. Arrington reviewed the District Dashboard.

5. CONSENT AGENDA

MOTION: Made by Dr. Rostock, Seconded by Mr. Boggie,
Passed unanimously.

“THAT THE GOVERNING BOARD approve the Consent Agenda of March 19, 2020 with the exception of Item 5C.”

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

A. LRD Rule & Board-Approved Policy Review Schedule – to approve schedule

“THAT THE GOVERNING BOARD ratify and approve the attached LRD Rule and Policy Review Schedule as presented, direct the Executive Director to manage review of District Rules and Policies in accord with the schedule, and authorize the Executive Director to update the Rule and Policy Review Schedule from time to time and periodically present it to the Governing Board for ratification and approval.”

B. Near Miss Policy – to approve policy

“THAT THE GOVERNING BOARD approve the attached Near Miss Policy and direct the Executive Director to implement the policy with an effective date of March 30, 2020.”

D. Engineering Services Contract-Lift Station Fall Protection – to award contract

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute a work authorization for professional engineering services with Baxter and Woodman Consulting Engineer’s for Lift Station Fall Protection Improvements Project in the amount of \$82,533.82.”

and

THAT THE DISTRICT GOVERNING BOARD authorize a contingency fund for the Lift Station Fall Protection Improvements Project professional engineering services work authorization in the amount of \$4,126.69.”

E. Construction Contract-Lift Stations 57 & 58 and Brentwood/Weldwood Lateral Lining – to award contract

“THAT THE DISTRICT GOVERNING BOARD authorize the “piggyback” of the City of Largo contract with BLD Services, Inc. ITB 19-B-645 for service lateral rehabilitation services in the amount of \$1,207,713.00.”

and

“THAT THE DISTRICT GOVERNING BOARD authorize an additional contingency amount of \$120,771.30.”

F. Water Leak Credit for Non-Residential Customers Policy – to approve policy revisions

“THAT THE DISTRICT GOVERNING BOARD authorizes the Executive Director to implement the attached revisions to District’s Customer Service Water Leak Credit for Non-Residential Customers with an effective date of April 1, 2020.”

G. Fixed Asset Disposal – to approve disposal

“THAT THE GOVERNING BOARD authorize the Executive Director to dispose of tangible personal property including the items from aggregated assets listed in the schedule above.”

H. Change Orders to Current Contracts – to approve modifications

No change orders were presented.

6. REGULAR AGENDA

A. CONSENT AGENDA ITEMS PULLED FOR DISCUSSION

No items were pulled for discussion.

B. Rules Chapter 31-10, Rates, Fees and Charges

Dr. Arrington discussed the Annual Rate Study with the Board.

MOTION: Made by Mr. Snyder, Seconded by Mr. Boggie,
Passed 4-1 with Mr. Silverman voting against.

“THAT THE DISTRICT GOVERNING BOARD approve the revised Rule Chapter 31-10 as revised, including the following rate increases for Quarterly Service Charges for Sewer Service:

April 1, 2020 – 1% rate increase,
April 1, 2021 – 2% rate increase,
April 1, 2022 – 2% rate increase,
April 1, 2023 – 3% rate increase,
April 1, 2024 – 3% rate increase;

including the following rate increases for Plant Connection Charges, Regional Transmission System Line Charges, Administrative Charges, and Subregional Line Charges:

April 1, 2020 – 2% rate increase,
April 1, 2021 – 2% rate increase,
April 1, 2022 – 3% rate increase,
April 1, 2023 – 3% rate increase,
April 1, 2024 – 3% rate increase;

with an effective date of April 1, 2020.”

C. Money Purchase Plan and Trust (Retirement Plan) Recordkeeper

Dr. Arrington and Ms. Jensen reviewed and discussed the results of the Administrative Committee Meeting and items related to the selection of a new Recordkeeper for the District.

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

“THAT THE DISTRICT GOVERNING BOARD ratifies the Administrative Committee’s recommendation to select Empower Retirement as the Recordkeeper for the District’s Retirement Plan (i.e., Money Purchase Plan and Trust) and authorizes the Executive Director to execute any and all agreements required to transition the District’s Retirement Plan from Morgan Stanley to Empower Retirement including terminating relevant agreements with Morgan Stanley and the District’s existing Money Purchase Plan and Trust dated May 26, 2016.”

and

“THAT THE DISTRICT GOVERNING BOARD directs the Executive Director to present to the Governing Board, via the Board Notebook and not later than June 18, 2020, the complete, updated LRD Retirement Plan, Investment Menu, and associated policies.”

D. Money Purchase Plan and Trust (Retirement Plan) Investment Policies

Dr. Arrington and Ms. Jensen reviewed the proposed Investment Policies.

MOTION: Made by Mr. Boggie, Seconded by Dr. Rostock,
Passed unanimously.

“THAT THE DISTRICT GOVERNING BOARD ratifies the Retirement Plan Investment Policy as modified and authorizes the Chairman and Executive Director to execute the Investment Policy.”

E. Money Purchase Plan and Trust (Retirement Plan) Investment Menu

Dr. Arrington reviewed the proposed Investment Menu.

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

“THAT THE DISTRICT GOVERNING BOARD approves the Investment Menu as revised and authorizes the Executive Director to execute necessary paperwork to implement the Investment Menu within our revised Retirement Plan.”

F. Worker’s Compensation Insurance

Dr. Arrington reviewed the renewal of the District’s Worker’s Compensation Insurance.

MOTION: Made by Mr. Boggie, Seconded by Dr. Rostock,
Passed unanimously.

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to enter into a one-year agreement for Workers’ Compensation with Preferred not to exceed \$100,000.00.”

G. Coronavirus Temporary Provisions

Dr. Arrington reviewed the proposed Coronavirus Temporary Provisions

MOTION 1: Made by Mr. Boggie, Seconded by Mr. Snyder,
Passed unanimously.

1. Personnel Policies & Procedures Revision

“THAT THE DISTRICT GOVERNING BOARD temporarily (from March 20, 2020 through September 30, 2020) delegates authority to the Executive Director to revise and implement revision to our Personnel Policies and Procedures necessary to comply with Federal and State law.”

MOTION 2: Made by Mr. Boggie, Seconded by Mr. Snyder,
Passed unanimously.

2. Forbearance of Delinquency Fees and Charges and Lien Process

“THAT THE DISTRICT GOVERNING BOARD direct staff to temporarily forbear new lien procedures and their associated fees, excluding lien amendments, from March 20, 2020 through September 30, 2020.”

MOTION 3: Made by Dr. Rostock, Seconded by Mr. Silverman,
Passed unanimously.

3. Procurement Policy Revision

“THAT THE DISTRICT GOVERNING BOARD temporarily (from March 20, 2020 through September 30, 2020) revises the LRD Procurement Policy to increase the Executive Director’s procurement authority and contract administration authority from \$50,000 to \$250,000 and raises the legal review threshold to \$250,000 when it otherwise cannot be handled by the normal and customary course of business by the Board.”

7. REPORTS

The following reports stood as written.

- A. NEIGHBORHOOD SEWERING
- B. LEGAL COUNSEL'S REPORT
- C. ENGINEER'S REPORTS
- D. BUSCH WILDLIFE SANCTUARY
- E. DIRECTOR'S REPORT

8. FUTURE BUSINESS

Dr. Arrington reviewed the Future Business report.

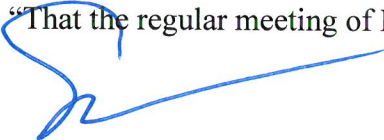
9. COMMENTS FROM THE BOARD

Mr. Boggie requested that Staff consider all means for meetings to continue including electronically, using alternate sites and/or public participation electronically.


10. ADJOURNMENT

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

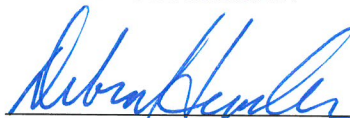
"That the regular meeting of March 19, 2020 adjourns at 8:55 PM."



BOARD CHAIRMAN



BOARD SECRETARY



RECORDING SECRETARY