

Ref: #13-2022

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
REGULAR MEETING - MINUTES
SEPTEMBER 15, 2022

1. CALL TO ORDER

Vice-Chairman Rockoff called the Regular Meeting of September 15, 2022 to order at 7:00 PM.

2. ADMINISTRATIVE MATTERS

A. ROLL CALL

The following Board Members were in attendance:

Mr. Rockoff
Mr. Boggie
Dr. Rostock

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

Consultants in attendance were Mr. Curtis Shenkman and Mr. Hunter Shenkman from Shenkman Law, P.A., and Rebecca Travis, Baxter & Woodman (via GotoWebinar).

James Schuette, South Florida Water Management District (via Goto Webinar)

Board Member candidates Ms. Mary Ann Hartman and Mr. Clinton Yerkes were in attendance and Mr. Kevin Baker attended the meeting electronically.

B. PREVIOUS MEETING MINUTES

“THAT THE GOVERNING BOARD approve the minutes of the August 18, 2022 Regular Meeting as submitted.”

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

C. ADDITIONS & DELETIONS TO THE AGENDA

Delete 5B and 5O

3. COMMENTS FROM THE PUBLIC

No comments from the public were received.

4. STATUS UPDATES

A. LOXAHATCHEE WATERSHED STATUS

Mr. Howard presented on South Florida Water Management District (SFWMD) Cypress Creek Wetland Restoration Project.

B. LOXAHATCHEE RIVER DISTRICT DASHBOARD

Dr. Arrington reviewed the District Dashboard.

5. CONSENT AGENDA

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

“THAT THE GOVERNING BOARD approve the Consent Agenda of September 15, 2022 with items 5B and 5O pulled from the Consent Agenda.”

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

A. Manual of Minimum Construction Standards and Technical Specifications – to ratify revisions

“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 September 15, 2022, 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.”

C. Personnel Policies & Procedures Section 5.1 Retirement Plan – to approve revision

“THAT THE DISTRICT GOVERNING BOARD ratify and approve the Loxahatchee River Environmental Control District’s Personnel Policies and Procedures Section 5.1 Retirement Plan as revised with an effective date of September 16, 2022 and authorize the District’s Executive Director to update the Personnel Policies and Procedures from time to time, and periodically present it to the Governing Board for ratification and approval.”

D. Annual Lawn/Landscape Maintenance Services (Terracon Services, Inc.) – to approve annual purchase order

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute an annual purchase order to Terracon Services, Inc. in accordance with the contract specifications and their bid dated October 4, 2019, for the annual landscape service for Fiscal Year 2023 in an amount Not-to-Exceed \$62,861.52, as well as a contingency amount of \$5,000.00.”

E. Bill Printing and Postage (Arista) – to approve annual purchase order

“THAT THE DISTRICT GOVERNING BOARD authorizes the Executive Director to approve a purchase order to Arista Information Systems, Inc. in the amount not-to-exceed \$40,000 for printing, postage and digital archives of the District’s sewer bills for a portion of Fiscal Year 2022-2023 according to our agreement dated December 22, 2015.”

F. Biosolids Hauling (Synagro) – to approve annual purchase order

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute an annual purchase order to Synagro South, LLC in accordance with the contract specifications and their bid dated August 6, 2018, for the offsite hauling of dewatered biosolids for Fiscal Year 2023 in an amount Not-to-Exceed \$175,000.00”

G. Biosolids Processing (Solid Waste Authority) – to approve annual purchase order

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute an annual purchase order to Solid Waste Authority of Palm Beach County for the processing and disposal of biosolids at the Biosolids Processing Facility for Fiscal Year 2023 in accordance with the Interlocal Government Agreement for Biosolids Processing in an amount Not-to-Exceed \$1,000,000.00.”

H. Bulk Fuel Procurement – to authorize annual bulk fuel purchase

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to purchase bulk diesel and unleaded fuel in quantities not to exceed Diesel No. 2 of 80,000 Gallons and Unleaded Fuel of 1,500 Gallons for an amount not to exceed \$360,000 using the District’s bulk fuel procurement procedure.”

I. Chlorine (Allied Universal) Supply – to award contract

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute a purchase order to Allied Universal Corporation for the Supply of Liquid Chlorine, in accordance with District ITB No. 22-012-00122 for the period of October 1, 2022 through September 30, 2023, in an amount Not-to-Exceed \$240,000.”

J. First Billing Merchant Service – to approve purchase order

“THE DISTRICT GOVERNING BOARD authorizes the Executive Director to execute the Second Amendment to the Master Services Agreement with First Billing, and approve an annual not to exceed purchase order in the amount of \$50,000 for FY2023.”

- K. Hauling of Liquid Domestic Wastewater Sludge and Collection System Debris – to approve annual contract extension

“THAT THE DISTRICT GOVERNING BOARD authorize the first of four (4) 1-year renewals to Raider Rooter for ITB # 21-008-00107-WWSH Hauling of Liquid Domestic Wastewater Sludge and Collection System Debris in the amount not to exceed \$30,000”.

- L. Home Depot Open Purchase Order – to approve annual purchase order

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute an annual Open Purchase Order to Home Depot at a total cost not to exceed \$60,000 for maintenance, repair, operating supplies, industrial supplies, and related products, in accordance with the District Procurement Policy.”

- M. Low Pressure Sewer System General Construction Services – to approve annual contract extension

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute an extension of contract ITB#19-008LPSSGENCONSTR with The Lazarus Group, Inc. to September 30, 2023 in an amount not to exceed \$100,000 inclusive of adjustment to unit prices in accordance with a CPI-U increase of 9.1 %.”

- N. Purchase of Odor and Corrosion Control Chemicals and Services (Evoqua) – to approve annual purchase order

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute a purchase order to Evoqua Water Technologies, Inc. for the continued supply of odor and corrosion control chemicals and services, in accordance with a “piggy-back” of Lee County contract for the period from October 1, 2022 through May 13, 2023, in an amount Not-to-Exceed \$174,000”.

- P. Fixed Asset Disposal – to approve disposal

“THAT THE GOVERNING BOARD authorize the Executive Director to dispose of tangible personal property asset tag number 2703, and the items from aggregated assets listed in the schedule above in accordance with the District’s Disposal of Surplus Tangible Personal Property Policy.”

- Q. Change Orders to Current Contracts – to approve modifications

No change orders were presented

6. REGULAR AGENDA

A. CONSENT AGENDA ITEMS PULLED FOR DISCUSSION

B. FY2023 Budget

"THAT THE GOVERNING BOARD approve Resolution 2022-07 adopting the Loxahatchee River Environmental Control District's annual budget for the 2023 Fiscal Year."

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

C. Chapter 31-5 Rulemaking Proceeding

"THAT THE DISTRICT GOVERNING BOARD approve Rule Chapter 31-5 Rulemaking Proceeding, as revised, with an effective date of September 16, 2022."

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

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 Future Business.

9. COMMENTS FROM THE BOARD

Mr. Rockoff commended staff on the FY2023 budget and noted the challenging balance between addressing rising costs due to inflation and maintaining acceptable rates.

Mr. Boggie discussed his interactions with the Town of Jupiter Town Council regarding our position on renewal of the Nanofiltration Concentrate interlocal agreement, and informed the Board of his forthcoming meeting with the Town of Jupiter Town Manager.

10. ADJOURNMENT

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

“That the Regular Meeting of September 15, 2022 adjourns at 7:42 PM.”


BOARD CHAIRMAN


BOARD SECRETARY


RECORDING SECRETARY