

Ref: #13-2023

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
REGULAR MEETING - MINUTES
SEPTEMBER 21, 2023

1. CALL TO ORDER

Chairman Rostock called the Regular Meeting of September 21, 2023 to order at 7:00 PM.

2. ADMINISTRATIVE MATTERS

A. ROLL CALL

The following Board Members were in attendance:

Dr. Rostock
Mr. Rockoff
Mr. Boggie
Mr. Yerkes
Mr. Baker

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

Consultants in attendance were Mr. Curtis Shenkman and Mr. Hunter Shenkman from Shenkman Law and Ms. Miranda from Holtz Consulting.

B. PREVIOUS MEETING MINUTES

“THAT THE GOVERNING BOARD approve the minutes of the August 17, 2023 Regular Meeting as submitted.”

MOTION: Made by Mr. Yerkes, Seconded by Mr. Baker,
Passed Unanimously.

C. ADDITIONS & DELETIONS TO THE AGENDA

Item 50 deleted from the consent agenda

3. COMMENTS FROM THE PUBLIC

No comments from the public were received.

4. STATUS UPDATES

A. LOXAHATCHEE WATERSHED STATUS

Mr. Howard presented an update on the District's wastewater surveillance monitoring program. This program is in collaboration with Biobot Analytics and Verily Life Sciences. Mr. Howard reviewed trends in past data, the history of our collaboration with Biobot Analytics and Verily Life Sciences, and he discussed the potential that CDC may discontinue their contractual relationship with Biobot. In addition, Mr. Howard requested input from the Board regarding how these data are presented on the LRD website.

B. LOXAHATCHEE RIVER DISTRICT DASHBOARD

Dr. Arrington reviewed the District Dashboard and discussed underperforming metrics.

5. CONSENT AGENDA

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

"THAT THE GOVERNING BOARD approve the Consent Agenda of September 21, 2023 with item O being pulled."

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

A. 15089 & 15100 Jamaica Drive - to approve Preliminary Assessment

"THAT THE GOVERNING BOARD approve Resolution **2023-07** adopting the **15089 & 15100 JAMAICA DRIVE** Preliminary Assessment Roll."

B. Rolling Hills Gravity Sewer System - to approve Preliminary Assessment

"THAT THE GOVERNING BOARD approve Resolution **2023-08** adopting the Rolling Hills Preliminary Assessment Roll."

C. ITB # 19-008LPSSGENCONSTR - Low Pressure Sewer System General Construction Services – to approve contract renewal

"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, 2024 in an amount not to exceed \$100,000 inclusive of adjustment to unit prices in accordance with a CPI-U increase of 3.0 %"

D. Easement Encroachment Requests Policy - to approve policy

"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 21, 2023, and authorize the Director of Engineering 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. Manual of Minimum Construction Standards and Technical Specifications - to approve revision
Please see Item 5D

F. Network and Security Consulting Services (PC Solutions & Integration, Inc) - to extend the purchase order

"THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to approve a not-to-exceed purchase order in the amount of \$41,498.80 to PC Solutions & Integration, Inc. for additional professional installation and configuration consulting services, and software, in accordance with the attached quotations dated August 25, 2023 and September 12, 2023."

G. Liability and Workers Compensation Insurance - to approve insurance renewal

"That the District Governing Board authorize the Executive Director to accept and purchase Property, General Liability, Automobile Liability and Physical Damage, Workers' Compensation, and Crime insurance pursuant to the FIA quote for the policy period October 1, 2023 through September 30, 2024."

H. New Developer Agreement for Roger Dean Stadium (Palm Beach County) - to approve non-standard developer agreement

"THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute the attached Non-Standard Pre-Paid Developer Agreement as revised by Palm Beach County for use with Palm Beach County and/or Martin County as they develop facilities within our service area."

I. 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 2024 in an amount Not-to-Exceed \$64,747.37, as well as a contingency amount of \$5,000.00"

J. Biosolids Hauling (Merrell Bros, Inc.) - to approve annual purchase order

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute a purchase order to Merrell Bros., Inc. for the hauling of biosolids, in accordance with District ITB No. 23-008-00129 for the period of October 1, 2023 through September 30, 2024, in an amount Not-to-Exceed \$185,000.00.”

K. 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 2024 in accordance with the Interlocal Government Agreement for Biosolids Processing in an amount Not-to-Exceed \$1,000,000.00.”

L. Chlorine (Brenntag Mid-South, Inc.) Supply - to award contract

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute a purchase order to Brenntag Mid-South for the Supply of Liquid Chlorine, in accordance with District ITB No. 23-007-00129 for the period of October 1, 2023 through September 30, 2024, in an amount Not-to-Exceed \$190,000.00.”

M. Purchase of Odor Control 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 control chemicals and equipment, in accordance with a “piggy-back” of Lee County contract for the period from October 1, 2023 through May 13, 2024, in an amount Not-to-Exceed \$230,000.”

N. Solids Dewatering Polymer (SNF Polydyne) Purchase - to approve annual purchase order

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute a purchase order to Polydyne, Inc. for the supply of cationic emulsion polymer, in accordance with a “piggy-back” of Hillsborough County ITB No. 21632-0-2021/OR for the period commencing on October 1, 2023 through September 30, 2024, in an amount Not-to-Exceed \$95,000.00.”

P. Fixed Asset Disposal - to approve disposal

“THAT THE GOVERNING BOARD authorize the Executive Director to dispose of the items from aggregated assets listed in the schedule above in accordance with the District’s Disposal of Surplus Tangible Personal Property Policy.”

Q. Credit Card and eCheck Payment Services (First Billing/Paya) - to approve the purchase order

“THE DISTRICT GOVERNING BOARD authorizes the Executive Director to approve a \$35,000 not-to-exceed purchase order to First Billing Services, LLC., for payment services through a portion of FY2024.”

R. Printing and Mailing Services (Arista Information Systems) - to approve the purchase order

“THE DISTRICT GOVERNING BOARD authorizes the Executive Director to approve a \$25,000 not-to-exceed purchase order to Arista Information Systems for printing and mailing services through a portion of FY2024.”

S. Legal Services Supporting the Retirement Plan Administrative Committee – to approve revised rates

“That the District Governing Board authorize the Executive Director to execute the updated Professional Services Agreement with Klausner, Kaufman, Jensen, & Levinson.”

T. Change Orders to Current Contracts:

C1 - Lift Station 082 Conversion -

“THAT THE DISTRICT GOVERNING BOARD authorized the Executive Director to approve Change Order # 6 to the Lift Station 082 Conversion construction contract with Hinterland Group, Inc. in the amount of \$245,065.20.”

C2 - ITB 20-007-WWRECGENCONSTR - to authorize additional funds

“THAT THE DISTRICT GOVERNING BOARD reauthorize the wastewater and reclaimed water general construction services contract with Hinterland Group, Inc. in the amount not to exceed \$ 600,000.00.”

6. REGULAR AGENDA

A. CONSENT AGENDA ITEMS PULLED FOR DISCUSSION

5.O ITB # 21-008-00107-WWSH Hauling of Liquid Domestic Wastewater, Sludge and Collection System Debris - to approve contract renewal

“THAT THE DISTRICT GOVERNING BOARD authorize the second 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.”

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

B. Chapter 31-10 - Jamaica Drive Phase 1 Subregional Line Charge and Easement Termination/Abandonment Application fee.

Mr. Dean reviewed the intent of this agenda item and the proposed action being considered by the Board. No action is required by the Board this month. Staff will address Board comments with revisions, if necessary, at the October 2023 Governing Board meeting at which action is expected to approve the proposed revisions to Chapter 31-10 Rates, Fees, and Charges to include the Jamaica Drive Phase 1 Subregional Line Charge and Easement Termination/Abandonment Application fee.

C. Environmental Education Strategic Plan

Dr. Arrington discussed recent revisions to the Environmental Education Strategic Plan. Mr. Baker expressed his desire to widen the sources of recruitment used by the District to increase the likelihood that the representative diversity of our community is aware of employment, internship, and volunteer opportunities with the District.

“I move that the 2023 Environmental Education Strategic Plan section 4.0 “Employee Learning and Growth” include the Strategic Objective to, “Widen the sources of recruitment for qualified capable staff, interns, and volunteers.” With a sub-initiative of, :Inform local community organizations of open position qualifications.” And that the Strategic Objective to “Increase accessibility of programs, events, and facilities for all people” along with its two strategic initiatives be moved to section 2.0 “Program Excellence”. And, “That the Governing Board adopt the draft 2023 Environmental Education Strategic Plan as amended and direct the Executive Director to systematically implement the Plan.”

MOTION: Made by Mr. Baker, Seconded by Mr. Boggie,
Motion Withdrawn

Dr. Arrington committed to revising the Environmental Education Strategic Plan to accommodate the intent of Mr. Bakers withdrawn motion, so the Board may see his suggested revisions as they would be incorporated into the Plan. This will be on the October Board Meeting agenda.

D. FY2024 Budget

Dr. Arrington reviewed the budget and discussed the notable revisions that have occurred since the Board reviewed the budget last month.

"THAT THE GOVERNING BOARD approve Resolution 2023-06 adopting the Loxahatchee River Environmental Control District's annual budget for the 2024 Fiscal Year."

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

No comments were received.

10. ADJOURNMENT

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

"That the Regular Meeting of September 21, 2023 adjourns at 8:28 PM."


BOARD CHAIRMAN


BOARD SECRETARY


RECORDING SECRETARY