

CITY ADVISORY UTILITY BOARD MEETING MINUTES
April 13, 2010 * CITY HALL

The City Advisory Utility Board for the City of Lake City, met on April 13, 2010, at 6:00 P.M. in the Council Chambers on the second floor of City Hall located at 205 North Marion Avenue, Lake City, Florida.

MEMBERS

George Ward – City Council Member – Chairman
Eugene Jefferson – City Council Member
Jake Hill, Jr. – City Council Member
Henry Sheldon – Engineer, non-council board member
Jim Poole – Director of the Columbia County Industrial Development Authority – absent
Larry Lee – Director of Growth Management
Richard Lee – Director of Distribution, Collection and Construction of Utility System
Wendell Johnson – City Manager – absent
Dave Clanton – Executive Director of Utilities
Steve Roberts – Water Plant Director
Thomas Henry – Director of Public Works - absent
Dorothy Tyre – Finance Director
Joe Sheldon – Gas Superintendent – absent
Grayson Cason – Executive Director of Administrative Services
Walt Graham - Contractor, non-council board member
Herbert Darby – City Attorney – absent
Stephen Bailey – County Commissioner -absent
Jody Dupree – County Commissioner – absent
Dale Williams – County Manager – absent
Nick Harwell – Director of Customer Service

1. CALL TO ORDER
Chairman Ward called the meeting to order at 6:00 PM.
2. ROLL CALL
Chairman Ward asked City Clerk Audrey Sikes to call roll. Attendance is indicated above.
3. APPROVAL OF AGENDA
Mr. Jefferson made a motion to approve the agenda as presented. Mr. Johnson seconded the motion and the motion carried on a voice vote.
4. PUBLIC COMMENTS
None
5. MINUTES-BOARD MEETING – TUESDAY, FEBRUARY 9, 2010
Mr. Clanton made a motion to approve the February 9, 2010 minutes as presented. Mr. Jefferson seconded the motion and the motion carried on a voice vote.

6. OLD BUSINESS

None

7. CONSENT AGENDA

None

8. PRESENTATIONS

None

9. NEW BUSINESS

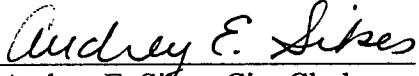
- A. 2010 Updated Utility Standards (e-mailed 4/5/2010 for review) – Dave Clanton
Mr. Clanton recommends adoption of these standards via resolution by the City Council. Mr. Johnson concurs and recommends adopting as a policy guide and to assign a policy number to it. **Mr. Johnson made a motion to recommend to City Council the enactment of the 2010 Utility Standards via City Council resolution as a policy guide. The motion also provides for policy number 2010-01 to be assigned for tracking purposes. Mr. Clanton seconded the motion and the motion carried on a voice vote.**
- B. Bio-Solids/Sprayfield Tractor Lease – Dave Clanton
Per the April 5, 2010 Report to Utility Advisory Board, Mr. Clanton recommends approval of lease/purchase of a 2007 model MT535 tractor for \$2,062/month for twenty four (24) months with a final pay off of \$9,282.29 (\$52,000.00 purchase price) from Ring Power. Members discussed possibly borrowing against reserves to save the interest. Mr. Johnson stated there are adequate funds in the reserve to purchase this equipment outright and will verify with Mr. Darby to ensure these funds may be used for this purchase. Mr. Bailey suggested for the City to consider looking at something different than a MT535 since KAT does not make this tractor. He recommended going with a John Deere or a Kubota since the parts are obtained easier. Mr. Henry Sheldon stated he felt this was a legitimate capital expenditure for the water/sewer fund and recommended including this purchase into the new bonding plan. Mr. Johnson will research this option further and bring back at a later date. **Members concurred by general consent to table this item to provide time for staff to research other tractor options and for Mr. Johnson to research the possible bonding option.**
- C. Bio-Solids/Sprayfield Shed Purchase – Dave Clanton
Per the April 5, 2010 Report to Utility Advisory Board, staff is recommending for approval the use of Water and Wastewater Construction Reserve Funds to build the Bio-Solids Shed. As a part of the 2006 Agricultural Use Plan (AUP) a shed was to be constructed at the Branford Road Bio-Solids storage and application site, even though the shed was budgeted in 2007 and 2008 the funding later became an issue. As of the last FEDP site inspection we have been instructed to move forward with the shed. As funds became available through the Water and Wastewater Construction Reserve Funds to complete phase two of the city's reuse water project, the contractors actual bid price was lower (\$1,050,000.00) than the budgeted prices of \$1,310,000.00, allowing the city to maintain a substantial balance in this account. Adequate funding should be available for this project. **Mr. Henry Sheldon made a motion to construct a pole barn with tarps to satisfy the 2006 Agricultural Use Plan checklist item for a Bio-Solids Shed**

utilizing Water and Wastewater Construction Reserve Funds (410.000.389.10) in the amount of \$19,500. Mr. Harwell seconded the motion and the motion carried on a voice vote.

- D. Kicklighter Road Property Assessment for Monitoring Wells; Meadors Construction Change Order #4 (exhibit will be available at meeting) – Dave Clanton
Per the April 5, 2010 Report to Utility Advisory Board staff is recommending Change Order #4 with Meadors Construction for the placement of eight (8) monitoring wells on the Kicklighter Road WWTF site. Mr. Clanton reported this will be reimbursed by OTTED Grant Funds. **Mr. Johnson made a motion to recommend to City Council the approval of Change Order #4 with Meadors Construction for the placement of eight (8) monitoring wells on the Kicklighter Road WWTF site. Mr. Henry Sheldon seconded the motion and the motion carried on a voice vote.**

10. ADJOURNMENT

There being no further business the meeting adjourned on a motion duly made and seconded.


Audrey E. Sikes, City Clerk